

# MANOR FARM COMMUNITY INFANT SCHOOL

## ADMISSION POLICY

### ADMISSION NUMBER 60

### AREA SERVED BY SCHOOL

The area served by the school is the Manor Farm estate and adjoining area, encompassed by the following roads:

Amersham Road, up to and including Queensway, Penn Road (up to no. 45 on left and no. 60 on right hand side), including Burrows Close, Coppice Farm Road across to the north side of King's Ride, Manor Road, Hearn Close and St. John's Road, rejoining the Amersham Road.

Manor Farm Community Infant School complies with Buckinghamshire County Council Admissions policy and the County Council manages admissions into the school.

This can be viewed at

<https://www.buckinghamshire.gov.uk/schools-and-learning/schools-index/school-admissions/school-admissions-guides-policies-and-statistics/school-admissions-policies/primary-community-and-voluntary-controlled-schools-admissions-policy-september-2024/>

### CRITERIA, IN ORDER OF PRIORITY, FOR ADMISSION TO MANOR FARM COMMUNITY INFANT SCHOOL

Once places have been allocated to children with a Statement of Special Educational Needs, the remaining places will be allocated in the following order –

1. Children in Care
2. Children living within the catchment area of the school.
3. For the main point of entry: siblings of children who are attending the school or a linked primary school in Year R – Year 5 at the time the allocations are made, and are expected to be on the school roll or linked school roll at the time of the proposed admission, or who have already been offered a place to start in the current academic year at the school or a linked primary school. For immediate in year admissions after the normal point of entry; siblings of children who are in Year R to Year 6 at the time of admission to the school.
4. For voluntary controlled schools – We are a community school and this rule does not apply to us.
5. Children who have exceptional medical or social needs, which can only be met at that school, supported by written evidence from an appropriate professional person.
6. Children attending a primary school linked to the school named in the list of linked primary schools at the time allocations are made.
7. Once the above rules have been applied, then any further places will be offered in distance order, using the distance between the family's normal home address and the schools nearest entrance gate, offering the closest first. We use the shortest appropriate route.

Where a school can take some, but not all, of the children who qualify under one of these rules, we will give priority to children by taking account of the next rule (or rules) in the numbered list to decide who has priority for places. For example, places are offered to catchment siblings before children living in the catchment area without siblings. In each case distance is used to prioritise which children should be offered places.

If it is still not possible to decide between two applicants who are equidistant then in all cases, including flats and apartments, where addresses are equidistant a random allocation will be made.

## **STARTING SCHOOL**

Manor Farm Community Infant School will admit children into the Foundation Stage at the start of the school year following their child's fourth birthday.

Entry into Manor Farm Community Infant School does not give automatic entry into Manor Farm Junior School.

Information for parents / carers regarding entry into Manor Farm Community Infant School at any other time during the school year (in year transfer), can access information using this link <https://www.buckinghamshire.gov.uk/schools-and-learning/schools-index/school-admissions/change-schools-in-year/>

## **ARRANGEMENTS FOR VISITING THE SCHOOL**

The Headteacher is available (by appointment) to show the prospective parents around the school so that they can see the children at work. On request, the secretary will send a prospectus.

New children and their parents will be invited into school during the Summer Term before their admission to school. They will have the opportunity to meet the staff and the peer group with whom they will be working.

## **APPLYING FOR ADMISSION TO SCHOOL**

Parents are also sent a notification inviting them to make an online application [Apply for a primary school place | Buckinghamshire Council](#) The applicable dates will be stated on the letter of notification and the website.

## **REVIEWS AND APPEALS**

County policy can be viewed on the Buckinghamshire Council website.