

PRIORY RISE SCHOOL
ADMISSION ARRANGEMENTS
YEAR R SEPTEMBER 2027

*Parents should note that for Milton Keynes' Schools including Academies there is no automatic right to a place at the defined area School. **It is essential that application forms are completed and returned by the deadline date.** If you make an application for a school which is not your local School and subsequently are not allocated a place, there is no guarantee that education will be available for your child at the defined area School/Academy.*

Procedures for Admission at Year R

The planned admission number for Year R in September 2027 is 90.

Although the Academy will decide its own admission policy, the Local Authority (LA), as required by the Department of Education (DfE), coordinates all admissions in its area and will communicate all admissions decisions to parents/carers.

Procedures for applying to Priory Rise School are explained in the guide for parents and carers ["Applying for a primary / junior school place in Milton Keynes – a guide for parents and carers."](#) Parents should make themselves familiar with this information and take note of the definitions provided, dates and deadlines which apply to the Academy's admissions arrangements, unless otherwise stated.

Parents/Carers are advised to apply online via the Council's website at:
<https://www.milton-keynes.gov.uk/schools-and-lifelong-learning/school-admissions>. Paper forms are only available upon request.

No forms will be accepted at Priory Rise School.

The timeline for admissions is published in the parents guide listed above on page 3 and page 9.

Any application for a place at the Academy received after the published date for return will only be considered after all prior applications have been looked at in line with the above. All applications for Year R in 2027 received after 1st September 2027 will be processed under the Academies "In Year Admissions Arrangements for Year R "

Admissions of children outside their normal age group

Prospective applicants should also note it is not the Trust's policy to allocate a place for a child to a year above or below that of a child's chronological age, subject to consideration of the facts of each case which should be set out clearly within the application. Where such an application is made, the school will assemble an admissions committee to consider the facts submitted and determine whether an admission outside of the normal age group will be made.

Oversubscription Criteria for Students in Year R

As required by law children with an Education, Health and Care Plan which names Priory Rise School will be admitted.

In the event that there are more applications than places available, applications will be ranked as follows:

1. Children who are looked after (LAC) and all previously looked after children (PLAC) including those children who appear (to the admission authority) to have been in state care outside of England and ceased to be in state care as a result of being adopted (IAPLAC).
2. Siblings of children who are attending the school at the time allocations are made and are expected to be on roll at the school at the time of the proposed admission and the place of residence is within the catchment area of the school.
3. The child's place of residence is within the catchment area of the school and there is no sibling
4. Siblings of children who are attending the school at the time allocations are made and are expected to be on roll at the school at the time of the proposed admission and the place of residence is outside of the catchment area of the school
5. Children of staff at the academy trust where the member of staff has been employed at the academy trust for two or more years at the time at which the application for admission to the school is made, and /or the member of staff is recruited to fill a vacant post for which there is a demonstrable skill shortage 126 7. "Distance" from the school to the place of residence
6. "Distance" from the school to the place of residence.

Distance Tie Breaker

In the event of there being more applicants meeting any of the criteria above, places will be allocated in distance order using the distance between the child's normal home address and the school's main entrance, measured in a straight line, using the council's computerised measuring system with those living closest to the school receiving the higher priority. In the unlikely event of joint over subscription, having exhausted distance, random allocation will be used as the ultimate tie-breaker. For applicants living in flats, the distance will be measured from the school's main entrance to the front door of the ground floor flat underneath the applicant's main residence. Where two or more pupils live at the same distance, the tie-breaker will be random allocation.

Definitions used within the Oversubscription Criteria

Catchment Area

The defined area for Priory Rise School is as follows: Tattenhoe Park and South Kingsmead, there are two 'secondary' defined areas that are North Kingsmead and Tattenhoe.

A Looked After Child

A looked after child is a child who is (a) in the care of the local authority, or (b) being provided with accommodation by a local authority in the exercise of its social services functions (see the definition in section 22(1) of the Children Act 1989)

An adoption order is an order under the Adoption Act 1976 (see section 12 adoption orders) and children who were adopted under the Adoption and Children's Act 2002 (see section 46 adoption orders) Children Act 2002.

A 'child arrangements order' is an order settling the arrangements to be made as to the person with whom the child is to live under Section 8 of the Children Act 1989 as amended by s.14 of the Children and Families Act 2014. Section 14A of the Children Act 1989 defines a 'special guardianship order' as an order appointing one or more individuals to be a child's special guardian (or special guardians).

Previously Looked After Children

A Previously Looked After Child is a child who was previously looked after but immediately after being looked after became subject to an adoption, child arrangements, or special guardianship order

including those who appear to the admission authority of the academy to have been in state care outside of England and ceased to be in state care as a result of being adopted.

Residence

In all cases proof of residence will be required. Acceptable proof of residence is a current Council Tax bill or signed rental agreement and an official document, which confirms that the child is resident at this address. The Academy will need to see the original documentation. The Academy reserves the right to make its own enquiries to verify any information supplied by you. If the Academy discovers that it has given a child a place based on false inaccurate or misleading information (e.g., parental address), the Academy reserves the right to withdraw the place. In the case of a family who is moving house to live in the initial defined area, proof of residence will only be considered once copies of documents confirming the 'exchange of contracts' on the new property have been provided. If the move is to a rented property, a copy of the rental agreement showing the length of time that the property will be initially rented for will be requested.

Sibling Criteria

Siblings include step siblings, foster siblings, adopted siblings and other children living permanently at the same address.

Multiple Births

In cases where there is one remaining place available and the next child on the waiting list is one of a twin, triplet or other multiple birth groups, the following will apply:
Both twins would be admitted (or all the siblings in the case of multiple births) even if this goes above the published admission number for the Academy.

Children of staff

Where admission under this criterion would lead to the Academy being over PAN, priority will be given to full time Trust staff and then, if necessary, the distance tie breaker will be used.

Withdrawing an offer of a place

Any offers of a place found to be made based on inaccurate information can be withdrawn. Such examples would include fraudulent applications or intentionally misleading applications (e.g., a false claim to residence)

Waiting List

In accordance with the Admissions Code, Priory Rise School will maintain a waiting list which will be administered by the local authority

If a place becomes available, a child's position on this waiting list will be determined by the application of the school's published oversubscription criteria, and length of time on the list will not be a factor in offering a place. Please note each child that is added to the waiting List will require the list to be ranked again in line with the afore mentioned oversubscription criteria.

Children who are the subject of a direction by a Local Authority to admit or who are allocated Priory Rise in accordance with the In-Year Fair Access Protocols will take precedence over those children on a waiting list.

Right of Appeal

Parents have the right to an Independent Appeals Panel if their child is declined admission to the School.