



**Ashbrook School**



**Inspiring Futures  
through Learning**

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**Headteacher:** Mr. Jamie Ainscow

Ashbrook School is an infant school in Two Mile Ash, Milton Keynes. Ashbrook School is part of the Inspiring Futures through Learning multi-academy trust (referred to as IFtL).

Ashbrook School has 180 pupils aged 4 to 7. We have high expectations in all areas, whilst ensuring your child feels safe and finds learning fun and rewarding. We believe children learn best when they feel secure and happy.

Every member of our team believes in our motto

**“Everyone matters, everyone is important”.**

### **Admissions 2024-5**

The number of intended admissions (the Published Admission Number) for our Reception Year stands at 60.

### **How to apply**

The Local Authorities in which IFtL schools sit co-ordinate the admission arrangements for all schools in that Local Authority.

- Milton Keynes:
  - o Procedures for applying to Ashbrook School are explained at <https://www.milton-keynes.gov.uk/schools-and-lifelong-learning/school-admissions/> which includes a guide for parents and carers.

It is important that parents and carers read this information carefully and meet the deadlines as indicated within. Deadline dates for the return of applications are set

by the Local Authorities. Applications must be returned as indicated in the above web addresses.

### **Entry at Year R:**

#### **Oversubscription criteria**

If applications for admission exceed the number of places available, the following order of priority will be applied.

1. Children who are in care
2. Children who live in the defined area\* served by the school and have a sibling on roll at the time of admission. Proof of residence may be required.
3. Children who live in the defined area\* served by the school. Proof of residence may be required.
4. Children who live outside the defined area and have a sibling on roll at the time of admission.
5. Children of staff at the school where the member of staff has been employed at the school for two or more years and/or the member of staff is recruited to fill a vacant post for which there is a demonstrable skill shortage.
6. Children who live outside the defined area served by the school.

In the event of over-subscription places will be allocated in distance order, using the distance between the child's normal home address and the school's main entrance, using the shortest appropriate route.

Children with Statements of Special Educational Needs naming Ashbrook School will be given priority for admission at the normal transfer point at Reception.

#### **Tiebreaker arrangements**

In circumstances where the school admissions number has been exceeded in any of the above categories and there is a need to discriminate within the category, preference will be given to those living closest to the school, measured in a straight line to the school main reception using the Local Authority's computerised distance measuring system, with those living nearer to the school receiving the higher priority.

#### **Siblings and multiple birth groups**

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, all siblings\* would be admitted evening if this goes above the planned number for the school.

\*A sibling is a brother or sister, which for admission purposes means brothers and sisters of whole or half blood, or any other child (including an adopted child) who permanently resides at the same address and for whom the parent also has parental responsibility.

#### **Waiting lists**

A waiting list will operate for each year group. Where in any year the school receives more applications for places than there are places available, a waiting list will operate until the end of the academic year. This will be maintained by the council on

behalf of the Academy Trust and it will be open to any parent to ask for his or her child's name to be placed on the waiting list, following an unsuccessful application. Children's position on the waiting list will be determined solely in accordance with the oversubscription criteria. Where places become vacant they will be allocated to children on the waiting list in accordance with the oversubscription criteria. The waiting list will be reordered in accordance with the oversubscription criteria whenever anyone is added to or leaves the waiting list.

### **Deferred entry for infants**

Children reach compulsory school age on the prescribed day following their 5th birthday (or on their fifth birthday if it falls on a prescribed day). The prescribed days are 31 August, 31 December and 31 March. Parents offered a place in Reception for their child have a right to defer the date their child is admitted, or to take the place up part-time, until the child reaches compulsory school age. Places cannot be deferred beyond the beginning of the final term of the school year for which the offer was made. Admission of children outside their normal age group Parents may request that their child is admitted outside their normal age group. When such a request is made for a child due to start school, you should make your application at the standard application point and at the same time, submit your request in writing to:

Milton Keynes City Council at [primaryadmissions@milton-keynes.gov.uk](mailto:primaryadmissions@milton-keynes.gov.uk)

### **Listed catchment area:**

The catchment area for Ashbrook School for the 2024/5 academic year will be Two Mile Ash

### **Admissions for other years**

Applications for other years (other than the year of intake) are also made through the relevant Local Authorities who organise the co-ordinated scheme for 'in-year admissions'.

- Milton Keynes:
  - o Parents/carers must apply through <https://www.milton-keynes.gov.uk/schools-and-lifelong-learning/school-admissions>

### **Appeals**

All applicants refused a place have a right of appeal to an independent appeal panel constituted and operated in accordance with the School Admission Appeals Code. Appellants should contact the Education Access Team at Milton Keynes Council as relevant for information on how to appeal. Details will be included in your decline letter and further guidance is available at: <https://www.milton-keynes.gov.uk/schools-and-lifelong-learning/school-admissions>

[keynes.gov.uk/schools-and-lifelong-learning/school-admissions/school-admission-appeals](https://keynes.gov.uk/schools-and-lifelong-learning/school-admissions/school-admission-appeals)