Starting school for the first time

How to apply for a school place

www.milton-keynes.gov.uk/schooladmissions
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Key dates for children starting school for the first time

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When will my child start school?

All children start school for the first time in September each year. This means that all children who are five during the school year, i.e. born between 

1 September 2009 and 31 August 2010

start school in September 2014. This is the start of the school year following a child’s fourth birthday.

When should I apply for a school place?

From 9 September 2013, you can collect an information pack from your local school or you can download the booklet, find out more information and access the link to apply online at the council’s website: www.milton-keynes.gov.uk/schooladmissions

If you do not have access to a computer and require a paper application, you can contact your preferred school who will have a small supply for collection.

Alternatively, contact the School Admissions Team on 01908 253338.

What will happen if my application is late?

If your application is received after the closing date of 15 January 2014 it will be classed as late and will only be considered after those received on time. The council will run several re-allocation rounds through to the beginning of the school year but a late application may mean that your child is not offered a place at your preferred school.

When is the closing date for applications?

The closing date for applications is 15 January 2014. You must submit an application by this date. If you apply online you will receive an email confirmation that your application has been received.

Remember
The closing date is 15 January 2014
If my child attends a nursery class attached to a school, can he or she have a place at the school?

You must make a fresh application for a place at the school, following the procedure outlined in this leaflet. There is no automatic entitlement to a place at the school just because your child is in the nursery.

Can my child attend the local school?

You must submit an application by the closing date, stating your preferred schools. Your child does not have an automatic right to a place at the local school. If you live in the school's defined area then your request will be given priority along with those who also live in the area.

The council or the school will admit as many children as possible but cannot guarantee a place. There may be more applications than available places which means that some applications will not be successful.

The council and schools must also comply with the legislation on infant class sizes which limits the number of children in a class to 30 for 5, 6 and 7 year olds. Your application might be refused on those grounds.

Can my child have a place at the school if a brother or sister is in attendance?

You must submit an application by the closing date. There is no guarantee of a place. However the admissions criteria normally give priority to children with brothers or sisters on roll at the time of admission.

If you live in the school’s defined area as well this means your application will be given higher priority. Most younger brothers or sisters living in a school’s defined area can go to the same school as their sibling but unfortunately this cannot be guaranteed in every case.

As the majority of schools in Milton Keynes are oversubscribed annually, if you do not live in the school’s defined area even though a sibling is already attending, you are unlikely to be offered a place. Therefore please give careful thought when considering your child’s future education.

When will I know if my child has a place?

If you applied on time, you will receive an email confirming your offer (if you applied online) on 16 April 2014. You will also be able to log on to the council’s website to view your child’s allocation. All applicants will receive a letter to confirm if your child has a place at any of your preferred schools or if an alternative has been provided. If you didn’t apply on time, your application will be processed after 16 April 2014.

Will the place be full or part time?

Children will generally be full time within the first two weeks at the beginning of the term.
Can my child start school in the term following their fourth birthday?

The school will only admit children in the September following their fourth birthday.

What if I do not want my child to start school at the start of the school year in September?

Parents may wish to defer their child’s admission to later during the school year for a number of reasons. It may be that the child has special educational needs and the consensus view might be that a longer period of time in the early years provision would be beneficial.

Parents must submit an application by the closing date and include a request for a later starting date, eg January or April rather than the previous September. In line with guidance from the Department for Education, it is expected that all places be taken up during the school year. Parents must secure a place before the deferred entry request can be considered.

Parents can request that their child attends part time until the child reaches compulsory school age.

Any concerns about when your child should start school should be discussed with the Headteacher of your preferred school.

If the place is not required during the school year it will be offered to the next child on the waiting list. Parents will need to make a fresh application for their child’s entry in the following school year.

Further information

Further information can be found in the Information for Parents booklet.

Milton Keynes Parent Partnership also produces a ‘Step by Step Guide to Starting School – choosing a school for your child’.

Both of these publications are available to download at www.milton-keynes.gov.uk/schooladmissions or call 01908 253338 for a paper copy.