Information for parents and carers of Year 6 children applying for secondary school

- There is no automatic transfer to secondary school, even if you live in the catchment area and/or attend a linked primary or junior school.

- You must make an application to the School Admissions Team at Milton Keynes Council. All the information you will need regarding your child’s transfer to secondary school will be available on the council’s website from 7 September 2015.

- You will be able to access a copy of the ‘guide for parents and carers’ and will be able to apply online from 7 September 2015. You should read the guide carefully and when considering which schools are suitable, check the oversubscription criteria to see if it’s likely you would be offered a place.

- You are able to express a preference for up to four schools. You are not disadvantaged by putting four preferences. In fact, each preference is considered as ‘an application’ – the more the better.

- You are advised to include your catchment school as one of your preferences. You are not automatically allocated your catchment school if your preference(s) are not available. If it is not possible to offer any of your preference schools, you will be allocated the next nearest available school and this may not necessarily be your catchment school as that may already have been allocated to other children choosing the school as a preference.

- Denbigh School offers a number of places to children on the grounds of aptitude for technology. If you want your child to be considered for this, you must also complete the school’s supplementary Aptitude Test application form and submit it to the school by 4.00pm on Friday 18 September 2015. The test will take place on Saturday 26 September 2015 (9.00am to 10.00am). Contact Denbigh School for further information.

- Ousedale School offers a number of places to children on the grounds of aptitude for music. If you want your child to be considered for this, you will need to register to take the aptitude assessment. Details of how to register and when assessments will take place will be available on the school’s website in early September 2015. The deadline for applications to take the musical aptitude assessment is Monday 21 September 2015.

- Ousedale School and Walton High are dual campus schools: applications are made to the school as a whole and no preference for campus allocation can be made at the time of application.

- If your child has a statement of Special Educational Needs, please contact the SEN team to discuss the transfer process.

- If you live outside of Milton Keynes, you will need to apply through your local authority.

- The closing date for applications is 30 October 2015.

Late applications

All applications received after the closing date of 30 October 2015 will be classed as late and not processed until the late allocation round in April 2016.

This means that your child will not find out which secondary school they have been allocated on National Offer Day which is 1 March 2016.
Contact Details

If you have any questions, you can contact the School Admissions Team at:

Email: secondaryadmissions@milton-keynes.gov.uk
Tel: 01908 253338

Please read the information carefully

Important dates – what happens when?

Children attending junior or primary school in Milton Keynes transfer to secondary school in the September following their eleventh birthday. This means that all children who were born between 1 September 2004 and 31 August 2005 will transfer to secondary school in September 2016.

The following timetable explains the admission procedure to secondary schools.

<table>
<thead>
<tr>
<th>Action</th>
<th>Date</th>
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</thead>
<tbody>
<tr>
<td>Window for applications opens for all parents/carers</td>
<td>7 September 2015</td>
</tr>
<tr>
<td>Schools hold their open events</td>
<td>September – October 2015</td>
</tr>
<tr>
<td>Closing date for receipt of applications</td>
<td>Paper applications – 5.00pm, Friday 30 October 2015</td>
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<tr>
<td></td>
<td>Online applications  – Midnight, 30 October 2015</td>
</tr>
<tr>
<td>Applications are processed</td>
<td>November 2015 – February 2016</td>
</tr>
<tr>
<td>National Offer Day – letters posted to all parents/carers and email notification sent to applicants that applied online</td>
<td>1 March 2016</td>
</tr>
</tbody>
</table>
Key Points to Remember

We know that applying for a secondary school place can seem complicated and rumours can circulate about what it is best to do.

Please see the facts below which will give you more confidence when you are making your application.

There is no guarantee of a place at your catchment school.

We cannot offer your child a school until you make an application. You will not just automatically be given a school place.

You should list the schools in the order you would like them, not the order you think you might be offered them.

Remember, if you are not sure about any part of the process, just email or telephone us and we can give you more information and advice.

It is best to include your catchment school, even if you put it lower on your application than other schools. This is because you may not get your school of preference and yet the catchment school may fill up with those who have applied.

You are advised to list four schools. Putting just one school doesn’t give you a better chance of getting in.

Having a sibling at the school does not guarantee admission but make sure you include your other child’s details on your application, as it may mean you are given higher priority for a place.