



# **Overstone Combined School**

## **Admission Policy for 2024-2025**

To be reviewed annually

## **Determination of Admission Arrangements for September 2025** **Overstone Combined School**

Overstone Combined School is a Foundation school whose Governing Body is responsible for deciding on admissions to the school.

Children will be admitted into the Reception class at the beginning of the academic year in which they become five.

Net capacity: 294

Proposed Standard Number into Reception: 42

Arrangements are in place with Buckinghamshire Council to control admissions in Years 1 to 6 on a case by case basis. This is a temporary measure.

Once children with Education Health Care Plans have been admitted to the school then places are allocated in accordance with the following oversubscription rules:

- a. Children in care.
- b. Children living within the area normally served by the school (Wing, Soulbury, Burcott, Mentmore, Ledburn, Crafton, Lower Ascott and Hollingdon). Please note that this refers to the child's permanent address at the time of application. We regard the home address to be where the child spends the majority of the school week Monday to Friday including nights. Evidence of permanent address is required and may take the form of a utilities bill or other official document confirming name and address.
- c. Younger siblings of a child attending the school on the date of admission. Please note that this includes a brother or sister of the whole or half blood and any other child (including an adopted child) permanently residing at the address and for whom the parent also has parental responsibility.
- d. Children who have exceptional medical or social grounds (supported by written evidence from a doctor, social worker, education welfare officer or other appropriate person)
- e. Once the above criteria have been applied then any further places will be awarded according to the distance between the family's normal home address and the school's entrance gate; closest first. The shortest designated route is a public route with a proper made up surface, such as tarmac or concrete. If it is a road it does not have to have a pavement.

All applications will be dealt with in line with the LA co-ordinated process.

In the case of twins/triplets and other multiple births, if there were only 1 place left and the next child on the list is one of twins/triplets the school policy would admit both (or all in the case of triplets/larger numbers) which would result in going above our admission number. The Local Authority also has the right to exceed the school's admission number in exceptional circumstances.

With regard to casual admissions, where places are available after the normal point of entry then places will be offered. Where year groups are full a waiting list will be held

in admission rules order and parents will be offered a right to appeal. If applying for a September place, applications must be received before May half-term.

Where the child is not of compulsory school age (the term after the child's fifth birthday) parents (as defined in the LA guide for parents) may request that entry is deferred to later in the school year 2025/26 providing admission numbers are not exceeded at the preferred time of entry.

There are established arrangements for appeals against non-admission and those are dealt with by an Appeals Committee. Details are available from the school.

A waiting list will be maintained for those children not offered a place. The order of priority being the same as the criteria for over-subscription.

Late preferences are considered after preferences expressed by the deadline which will be in compliance with Buckinghamshire LA arrangements.

Overstone Combined School adheres to the Local Authorities Fair Access protocol in our Admission rules.

For further information please contact the Headteacher at the school. Contact details are as follows:-

Address:                   The Headteacher  
                                  Overstone Combined School  
                                  Church Street  
                                  Wing  
                                  Leighton Buzzard  
                                  Beds  
                                  LU7 0NY

Telephone:               01296 688799

Email:                     admin@overstone-wing.org