

WHITCHURCH COMBINED SCHOOL
ADMISSIONS POLICY



- We adhere to Bucks Council's admissions policy as summarised in their annual admissions guide for parents, and as reflected in our school prospectus.
- Our reserved area is the villages of Whitchurch, Oving, Pitchcott, Weedon and Hardwick - and also the farming communities of Creslow, Hartwell Hill and Hurdlesgrove. Many children from the outlying villages travel to school using the free transport provided by the local education authority. Children living outside of the school's reserved area are sometimes admitted with the agreement of the school governors, in accordance with Bucks Council admission criteria, and subject to there being available space.
- Our admission number is 30.
- If a place can be offered to a child at a time other than the normal 'point of entry', we will provide an opportunity for the child to tour the school, meet his or her teacher and classmates, and possibly join in with a few activities prior to joining us.
- Our Admissions are handled by Bucks Council.
- Admissions to the Foundation Stage: Bucks Council regulations require parents to register with the school of their first choice by the middle of January for admission the following September. Parents may express an order of preference if they are interested in more than one school: however, their application should be registered with the school of their first choice only. Details of admission criteria and an application form are provided in the Bucks Council admissions information available on their website.
- **As from September 2011 parents have the option to take up a full time place for their child regardless of when in the appropriate academic year their child's birthday fall.**
- **However parents also have the option to take up a place in line with the following timescale:**
 - 1 September to 31 December birth date: start in September full time
 - 1 January to 30 April birth date: start in September part time becoming full time in the second half of the Autumn Term
 - 1 May to 31 August birth date: start in September part time becoming full time at the beginning of the Spring Term
- An induction programme of two sessions in school is arranged in the term preceding admission for the Foundation Stage and a meeting held for their parents
- Every effort will always be made to accommodate children who live in our reserved area. However, children moving into our reserved area after the January closing date for admission cannot be guaranteed places at the school. This is due to the Council's policy which requires us to offer places in advance right up to our admission limit, and government regulations which do not permit infant class sizes over 30.
- The Governing Body has agreed that all class sizes should remain at 30 or below. This means that if a child applies for admission in to KS2 and the class is at 30 or above the application will be refused. The school will put this in writing if required and will inform the parent of their right of appeal. Bucks Council handle the applications and the appeal process.

Admission Rules

- Rule 1** Children who have an EHC plan of special educational needs which names Whitchurch
- Rule 2** Children in public care for whom there is an agreement between a designated officer acting on behalf of the county council as corporate parent and a designated officer of

the LA that Whitchurch will more appropriately meet the child's needs.

- Rule 3** Children being within the reserved area of Whitchurch Combined School
- Rule 4** Siblings of children who will still be at Whitchurch Combined School on the date of Admission
- Rule 5** Children who have exceptional medical, educational or social needs which can only be met at Whitchurch Combined School, supported by written evidence from an appropriate professional person.
- Rule 6** Any further places will be awarded according to the distance between the family's normal home address and Whitchurch Combined School's nearest entrance gate-closest first.

Waiting list

If a place is not available at the time we receive a request then the child's name will be put on a Bucks Council's list. If a place becomes available Bucks will contact the appropriate parent in order to offer the place regardless of whether the child is attending another school. It is for the parent to contact Bucks if they wish their child's name to be removed.

Once a place becomes available then an offer is made in accordance with the admission rules from the waiting list. The waiting list is held in admission rules order. This means that a child's place on the waiting list can go up or down depending on whether other children join or leave.

September 2025