



# WALTON HIGH

*Leading Learning*

Walnut Tree Campus: Fyfield Barrow Milton Keynes MK7 7WH

Brooklands Campus: Fen Street Milton Keynes MK10 7HE

Tel: 01908 677954

[www.waltonhigh.org.uk](http://www.waltonhigh.org.uk)



Executive Principal: Michelle Currie  
Principal: Sharon Alexander

Chair of Governors: Renu Elston  
Business Manager: Sukh Singh

**August 2019**

Dear Parent,

Thank you for your interest in admission to Walton High for your child. Walton High is one school but based on two campuses. The attached form should be completed if you are seeking admission to Walton High Years 7-11 after the normal point of admission.

If you have moved into the area and your child does not have a school place, you should contact the local authority, Milton Keynes Council Admissions on 01908 253338 for advice.

Please note that in order for your application to be considered, all sections of the form must be completed and the appropriate documentation enclosed. If your child has a statement of special educational needs or an EHCP, please do not complete this form but contact the Local Authority Special Needs team on 01908 253414 for advice.

We require confirmation of your child's date of birth, and also proof that you and your child are living at the address stated on the application form. Please attach copies of the following documentation:

- a current council tax statement or recent utility bill confirming the address
- birth certificate/ birth certificate and visa (if non UK Citizen)
- recent official document or documents (e.g. Child Benefit/ passport) confirming your child's date of birth and also that he/she lives at the address stated on the application
- If you are moving house - Tenancy agreement/ Exchange of Contracts confirmation. If the child is currently attending a Milton Keynes school, the Head teacher/ Principal must complete the School section before the application can be processed. Failure to do so will result in a delay in processing the application.

Where no place is available you will be advised in writing and informed of your right to request an independent appeal. Verbal or telephone applications will not be considered. The school does not maintain a waiting list other than for Year 7 for the first term (September to December).

The application form should be returned to the school, Fyfield Barrow, Milton Keynes MK7 7WH by post or via email to [Admissions@mket.org.uk](mailto:Admissions@mket.org.uk)

**Admissions  
Walton High**

## Mid-Year Casual Admissions for Walton High Years from September 2019

Parents should be aware that this is an oversubscribed school with more applicants than places available and that every year many parents are unsuccessful in their application for a place.

Walton High will consider applications for admissions in Years 7 to 11 throughout the year, with any available places allocated strictly in accordance with this admissions policy.

**The defined area for admissions into Walton High's two campuses covers:** Walnut Tree; Kents Hill; Kents Hill Park; Wavendon Gate; Browns Wood; Old Farm Park; Caldecotte; Walton Park; Walton; Walton Hall; Walton Manor, Wavendon; Simpson; Ashlands; Bow Brickhill; Little Brickhill; Woburn Sands; Aspley Guise; Aspley Heath; Brooklands; Broughton Gate; Salford & Hulcote; Willen; Willen Park; Campbell Park; Strategic Land Areas (SLAs).

**Walnut Tree campus:** Walnut Tree; Kents Hill; Kents Hill Park; Wavendon Gate; Browns Wood; Old Farm Park; Caldecotte; Walton Park; Walton; Walton Hall; Walton Manor, Wavendon; Simpson; Ashlands; Bow Brickhill; Little Brickhill; Woburn Sands; Aspley Guise; Aspley Heath.

**Brooklands campus:** Brooklands; Broughton Gate; Salford & Hulcote; Willen; Willen Park; Campbell Park; Strategic Land Areas (SLAs).

For mid-year casual admissions, a place will be offered at the campus that has a place available.

### How places are allocated

Places are allocated by applying the following admissions criteria:

- 1) Children who have an Education Health Care Plan that names Walton High will be allocated a place in accordance with statutory regulations.
- 2) 'Looked After' children or children who were previously looked after but immediately after being looked after became subject to an adoption, residence, or special guardianship order.
- 3) Children of staff who are employed by Milton Keynes Education Trust.
- 4) Children living within the defined area who will have a sibling still in attendance at Walton High in Years 7 to 13 at the time of admission.
- 5) Children attending a school that is part of Milton Keynes Education Trust (MKET) and living in the defined area.
- 6) Children attending a Walton High partner school and living in the defined area.  
Partner schools are:
  - a. Wavendon Gate School
  - b. Bow Brickhill Primary School
  - c. St Mary's, Wavendon School
  - d. Brooklands Farm Primary School
- 7) Children who live in Walton High's defined area
- 8) Children living outside the defined area attending a Milton Keynes Education Trust school.
- 9) Children living outside the defined area with a sibling still in attendance in Years 7 to 13 at the time of admission.
- 10) Children attending a Walton High partner school and living outside the defined area. Partner Schools are:
  - a. Wavendon Gate School
  - b. Bow Brickhill Primary School
  - c. St Mary's, Wavendon School
  - d. Brooklands Farm Primary School
- 11) Children living outside the defined area

In the case of entry into Years 9, 10 and 11, the school will take into account the available capacity in the student's chosen examination subject classes. Places will be offered on the basis of "best fit" once the above criteria have been taken into consideration.

In the event of further over subscription, once places have been allocated under the criteria above, any remaining places will be awarded according to the proximity of the child's main residence to Walton High as measured by the shortest available route. This is measured in a straight line, from the front door of the child's home to the school main entrance gate of the school's sites. This will be done using appropriate computer software which can provide cost effective, accurate measurements.

**The complete Mid – Year Admissions Policy can be viewed on the school's website [www.waltonhigh.org.uk](http://www.waltonhigh.org.uk)**



# WALTON HIGH



## APPLICATION FOR IN-YEAR ADMISSION

This form should be completed in block capitals using a black pen if you are seeking admission to Walton High years 7 – 11 after the normal point of admission.

<b>Child's legal name</b>				
<b>Date of birth</b>		Nationality		Male <input type="checkbox"/> Female <input type="checkbox"/>
<b>Year group applying for</b> (please tick)	<b>7</b> <input type="checkbox"/>	<b>8</b> <input type="checkbox"/>	<b>9</b> <input type="checkbox"/>	<b>10</b> <input type="checkbox"/> <b>11</b> <input type="checkbox"/>
<b>Date admission required</b>				
<b>Child's normal home address</b>	<b>Postcode:</b>			
Name of Parent/ Carer(s) living at the home address. This must be the person(s) with legal parental responsibility for the child.	Title(s): Mr, Mrs, Miss, Ms Name:			
	Relationship to child:		Email address:	
	Home telephone number:		Mobile Telephone number:	
If another adult has legal parental responsibility but does not live at the same address as the child, please provide details.	Name:		Tel Number:	
	Address:			
Have you recently moved to Milton Keynes from elsewhere in the UK or abroad?	Yes <input type="checkbox"/> No <input type="checkbox"/> (Please tick)		If yes, please confirm where you lived prior to your move.  Date moved to Milton Keynes: ...../...../.....	
Name and address of child's current/ previous school.	If now left this school, please give last date of attendance: ..... / ..... / .....			
The school normally serving my area is.				
Does your child have a statement of special educational needs or an EHCP?	Yes <input type="checkbox"/> No <input type="checkbox"/> (Please tick)		If 'yes' please contact the Local Authority on 01908 253414 for advice. <b>Do not complete this form.</b>  If no, give details of any needs which would need to be supported by Walton High.	

<p>Is your child looked after, or has been previously looked after, by a local authority?</p>	<p>Yes <input type="checkbox"/> No <input type="checkbox"/> (Please tick)</p>	<p>If yes, please provide details: Name of Local Authority:  Contact Name: Telephone number:</p>
<p>Transferring schools within Milton Keynes.</p>	<p>Yes <input type="checkbox"/> No <input type="checkbox"/> (Please tick)</p>	<p>Please tell us your reasons for requesting a school transfer.</p>
<p>Has your child ever been excluded/ permanently excluded from their current or previous school?</p>	<p>Yes <input type="checkbox"/> No <input type="checkbox"/> (Please tick)</p>	<p>If yes, please give details.</p>
<p>Does your child speak English?</p>	<p>Yes <input type="checkbox"/> No <input type="checkbox"/> (Please tick)</p>	<p>Please give details of language spoken.</p>
<p>Have you withdrawn your child from school?</p>	<p>Yes <input type="checkbox"/> No <input type="checkbox"/> (Please tick)</p>	<p>If yes, please give details.</p>
<p>Is your child subject to a court order?</p>	<p>Yes <input type="checkbox"/> No <input type="checkbox"/> (Please tick)</p>	<p>If yes, please give details and enclose a copy of the court order.</p>
<p>Are you or your partner a serving member of the Armed Forces or Crown Servant?</p>	<p>Yes <input type="checkbox"/> No <input type="checkbox"/> (Please tick)</p>	<p>If yes, please provide an official letter that declares a relocation date, allocated postal address or quartering area address.</p>
<p><b>Please give reasons why you would like your child to attend Walton High:</b></p>		
<p><b>Walton High reserves the right to make its own enquiries to verify any information supplied on admission application forms. If the school discovers that a place has been given to a child based on false, inaccurate or misleading information, it will withdraw the place.</b></p>		

**SCHOOL SECTION - IMPORTANT**

**If you are seeking a transfer to Walton High from another school within the Milton Keynes area the head teacher of the child's current school must complete this section before we can process your application. The form needs to be stamped with the school stamp.**

Child's Name:

Has the parent discussed the transfer request with you and are there any reasons why you feel the change of school would be detrimental to the child in any way?

Does the child have any special needs?	Statement or Educational and Healthcare Plan (EHCP)    Yes/ No
	Is the child included on the Special Needs Register?    Yes/ No

Does the child have any exclusions?	
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<b>Are there any attendance related issues?</b> Please give % attendance and number of unauthorised absences in the last twelve months.	%
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**Other information which may be relevant to the application. Please continue on a separate sheet if required.** (Behavioural issues, if applicable, previous schools attended in the last two years, if known)

Name	School Stamp
Position	
Signed	
Date	

Please give details of any siblings who are in full time education at Walton High

Name	Date of Birth	Campus	Year

**Reasons for your application**

Please note in all cases you will need to provide proof of address.

Please tick

- House move into/ within Milton Keynes area
- Move from overseas
- Transfer from another school within Milton Keynes

**Parent/guardian/carer's name**  
(Please circle)

PLEASE PRINT NAMES

**Declaration**

I certify that I have legal parental responsibility for the child named.

I certify the details declared on this form and attachments are true and correct to the best of my knowledge and understand any misleading information or relevant information withheld could lead to the withdrawal of an offer of a place at Walton High.

I hereby authorise Walton High to contact my child's previous school if required.

**Parent/carer's signature**

**Date**

**IMPORTANT** - Please provide the following documentation to support your application:

- birth certificate/ birth certificate and relevant passport visa entry confirming the child's date of birth
- proof of address: council tax/ utility bill/ tenancy agreement/ exchange of contracts
- a recent official document or documents (e.g. child benefit/ passport) confirming your child's date of birth and also that he/she lives at the address stated on the application.

**Before returning this form please ensure that you have:**

- Completed and answered **all** questions
- Included a completed and stamped school section if applicable
- Enclosed copies of all relevant documentation

**We will return the form and the application will not be processed if the form is incomplete or received without the relevant documentation as stated above.**

Please return to: Admissions, Walton High, Fyfield Barrow, Milton Keynes MK7 7WH  
Or email [Admissions@mket.org.uk](mailto:Admissions@mket.org.uk)

**FOR OFFICE USE ONLY**

Date form received:

Application form returned and reason:

All relevant sections completed: YES/ NO

All relevant documentation enclosed: YES/ NO

Date decision letter sent: