



GLASTONBURY THORN SCHOOL

'Every day getting better in every way'

ADMISSIONS POLICY

Origin	GTS
Committee	FGB
Date policy approved	18.3.25
Date policy reviewed	July 2025
Date for next review	July 2026

Revision History			
Version	Date	Author	Summary of Changes
1	SEPTEMBER 2023	C Merchant J Cursley	UPDATED TO INCORPORATE NEW LOUGHTON CRITERIA
2	FEBRUARY 2025	J Cursley	No changes except to dates.
3	July 25	J Cursley	Changes to dates and PAN

GLASTONBURY THORN SCHOOL



ADMISSIONS ARRANGEMENTS FOR SEPTEMBER 2026-27

Moving to a new school is a very important stage in the life of any child.

This policy has been prepared to help you understand the admission arrangements for your son/daughter if you wish them to attend Glastonbury Thorn School from September 2026 onwards.

General Information

Glastonbury Thorn School is a foundation school and, as such, is its own admission authority. It is the Governing Body of the school which determines the admission criteria and operates the admission process.

The school does not operate a selection process and any places available are for children of all abilities, irrespective of where they live. However, if there is an excessive demand for places, then places are allocated based on the school's admission criteria.

When applying for a school place you have the right to say which school you prefer but you do not have the right to choose a school place. There is therefore no automatic right to a place at Glastonbury Thorn School even if you live in the catchment area or your child has a sibling attending the school.

Parents should note that for Milton Keynes' Schools there is no automatic right to a place at the local school. **It is essential that application forms are completed and returned to Milton Keynes Council by the deadline date.** If you make an application for a school which is not your local school and subsequently are not allocated a place, there is no guarantee that a place will be available for your child at the local school.

For general information on admissions within the Milton Keynes Local Authority area, this document should be read in conjunction with the Milton Keynes Council publication "Admission to Primary Schools in Milton Keynes: Information for Parents".

Admissions Criteria for pupils aged 4+ to 7 years:

The planned admission number for Year R in September 2026 is **30 pupils**. Infant classes must not contain more than 30 children with a single, qualified school teacher. The Governing Body consider applications for children starting school for the first time and requesting admission to other year groups during the year. If places are available, they will be allocated.

Children will start school in September of the academic year following their 4th birthday.

Catchment area

Glastonbury Thorn School's catchment area is Shenley Church End and the following roads on Crownhill: Armstrong Close, Baxter Close, Bolan Court, Cline Court, Crosby Court, Dorsey Close, Fury Court, Holliday Close, Holly Close, Kidd Close, Lennon Drive, Lynott

Close, Marley Grove, Mercury Grove, Monro Avenue, Morrison Court, Nelson Close, Redding Grove and Wilson Court.

Admissions Criteria for Entry in September:

Children who have a statement of Special Educational Needs/Educational Health Care Plan that names Glastonbury Thorn School will be allocated a place in accordance with national regulations.

In the event that there are more applications received than there are places available the following criteria will be used to allocate places:

1. Children who are looked after (LAC) and all previously looked after children (PLAC) including those children who appear (to the admission authority) to have been in state care outside of England and ceased to be in state care as a result of being adopted (IAPLAC) or subject to child arrangement orders or special guardianship orders.
2. Children with a sibling who will be on roll at the time of admission and the place of residence is within the catchment area of the school. (See sibling definition below).
3. Children who live in the catchment area of the school and there is no sibling who will be on roll at the time of admission. (Proof of residence may be required.)
4. Children with a sibling who will be on roll at the time of admission and the place of residence is outside of the catchment area. (See sibling definition below).
5. Other children for whom Glastonbury Thorn School is a preference.

In the event of over subscription, including over subscription within any category above, remaining places will be awarded according to the proximity of the child's main residence to the main entrance of Glastonbury Thorn School. This is measured from the school's main entrance gate to the place of residence in a straight line using the Local Authority's geographical information system with those living closer to the school receiving higher priority.

Any application for a place at the school received after the published date for return will only be considered after all prior applications have been looked at in line with the above.

Definitions

Sibling

A sibling is a brother or sister, which for admission purposes means brothers and sisters of whole or half blood or any other child (including an adopted child) who permanently resides at the same address and for whom the parent also has parental responsibility.

To be included as a sibling within the admissions rules the other child (sibling) should still expect to be in attendance when the applicant child joins the school. Siblings are always checked with the preferred school and it would be helpful if you indicated where the existing child has a different family name.

Multiple Births

In cases where there is one remaining place available and the next child on the waiting list is one of a twin, triplet or other multiple birth group, both twins would be admitted (or all the siblings in the case of multiple births) even if this goes above the admission number for the school.

Applying for a school place for children starting school for the first time:

Procedures for applying to Glastonbury Thorn School are explained in the Council's "Admission to Primary Schools in Milton Keynes - a guide for parents and carers" booklet. Parents should familiarise themselves with this information and take particular note of the definitions provided, dates and deadlines.

Milton Keynes Council co-ordinates admissions to all primary schools in Milton Keynes and parents cannot apply directly to the school.

Parents should apply online from early September 2025 on the Council's website www.milton-keynes.gov.uk/schooladmissions. This facility is open until the closing date, 15 January 2026. If parents do not have access to the internet they can collect an application form from the school. Regardless of how parents apply they must submit it online or send their application in by the closing date.

Allocating places

The Governing Body will consider all the applications in line with the published criteria shown above and advise the School Admissions Team whether places can be offered. The School Admissions Team will write to parents on 16 April 2026 and issue an email to those who applied online to confirm whether a place can be offered.

If a place cannot be offered the School Admissions Team will confirm an alternative school.

By law, parents may seek a place for their child outside of their normal age group, for example, if the child has experienced problems such as ill health. In addition, the parents of a summer born (1st April-31st August) child may choose not to send that child to school until the September following their fifth birthday and may request that they are admitted out of their normal age group – to reception rather than Year 1.

Glastonbury Thorn will only admit children outside of their chronological (age) year group in exceptional circumstances. Parents and carers should write to the council's Admissions Team and the Headteacher of the school if they wish to make a request.

The decision will be based on the individual circumstances of each case and in the best interests of the child concerned. This includes taking into account the parent's views; information about the child's academic, social and emotional development; where relevant medical history and the views of a medical professional; whether they have been previously educated outside of their normal age group and whether they may naturally have fallen into a lower age group if it were not for being born prematurely. The views of the headteacher will also be taken into account.

Waiting list

Each admissions authority must hold a waiting list for at least one term in the school year of admission. If it is not possible to offer all applicants a place at Glastonbury Thorn School a

waiting list will be maintained by the governors of the school. The list is organised in line with the published admissions criteria.

If places become available they will be allocated from the waiting list.

Parents should be advised that the waiting list can change as new applications are received and a child's position on that list can go up or down.

The waiting list for children starting school **for the first time** will close on 31 December 2026.

Appeals

Parents have the right to appeal against any decision not to offer a place. This information will be provided on request.

Applying for a school place for children during the year (in-year admissions):

Milton Keynes Council co-ordinates admissions to Glastonbury Thorn School and parents cannot apply directly to the school.

Parents seeking a place during the year or to other year groups should complete the in-year primary admissions form available to download from the in-year page on the Council's website www.milton-keynes.gov.uk/schooladmissions. If parents do not have access to the internet they can collect an application form from the School Admissions Team. The completed form should be returned to the address given.

Allocating places

Governors will consider all the applications in line with the published criteria shown above and advise the School Admissions Team whether a place can be offered. The School Admissions Team will write to parents to confirm whether a place can be offered.

If a place cannot be offered the School Admissions Team will confirm an alternative school.

Waiting list

A waiting list will be held for **in year admissions** for the remainder of the school year. The list is organised in line with the published admissions criteria.

If places become available, they will be allocated from the waiting list.

Parents should be advised that the waiting list can change as new applications are received and a child's position can go up or down.

If it is still not possible to offer a place parents should make a new in-year application for the following school year.

Appeals

Parents have the right to appeal against any decision not to offer a place. This information on how to appeal will be provided in the decline letter.