



## **Joining the School**

### **Admission Procedures**

#### **Foundation Class (Reception)**

Children are admitted full time at the beginning of the academic year in which they become five years old. The present Admission Number is 30 pupils per year.

Three terms before a child is due to start school, parents are required to complete the official Buckinghamshire Application Form; this should be returned to Buckinghamshire County Council by the date shown at the bottom of the form, usually mid-January. Parents who wish to visit the school are encouraged to contact the school office to make an appointment with the Headteacher to have a conducted tour of the school and discuss any queries or concerns they may have. There are usually two open mornings arranged during the Autumn Term for parents to visit during the school day.

### **Useful contacts and information**

Buckinghamshire County Council website: [www.buckscc.gov.uk](http://www.buckscc.gov.uk)

Email: [admissions@buckscc.gov.uk](mailto:admissions@buckscc.gov.uk)

First offers of places are made to children registering Dorney School as their first Preference School by Buckinghamshire County Council Admissions Team.

Buckinghamshire admission criteria, in priority order are:

1. Children in care.
2. Children who have exceptional medical or social needs, which can only be met at that school, supported by written evidence from an appropriate professional person.
3. Children living within the catchment area of the school.
4. Siblings of children who are attending the school. For immediate casual entry after the normal point of entry: Siblings of children who are in Year Foundation to Year 6 at the time of admission to the school.
5. Once the above rules have been applied, then further places will be offered in distance order, using the distance between the family's normal home address and the schools nearest entrance gate, offering the closest first.

### **Casual Admission to Other Year Groups**

Buckinghamshire County Council Admissions Team maintains a waiting list of applications for pupils seeking admission to other year groups. If a vacancy arises, offers of places will be made in strict accordance with the Admission Criteria listed above.

### **Induction**

Starting school is a very important time for you, your child and the school. We all need to work together to make the transition smooth and rewarding. In the term prior to their entry, pupils will be invited into school for a visit and we endeavour to visit new pupils in their nursery, playgroup or home setting. During this period, there will be a meeting for Parent/Carer(s) to discuss our partnership with you and talk about any questions you may have; Pupils are admitted to Dorney School in the September of the year in which they are five.



### **Mid-year Induction**

Sometimes children join the school when the term has started or later on in their school life. We make every effort to make sure that they are welcomed, looked after, and monitored so that they quickly make friends and can find their way around the school. Pupils starting school outside the normal intake period or into other year groups will be offered the opportunity to visit the school before starting. We will also liaise with the previous school to ensure that transition is as smooth as possible.

### **Transfer to Secondary School**

All children are able to take part in the Buckinghamshire County Secondary Allocation Procedure (11+), completing tests during the Autumn Term of their final year at Dorney School. All parents are able to express preferences for their child at Buckinghamshire Grammar Schools and Upper Schools. Places offered are dependent on the Allocation Procedure (11+) results, parental preferences and the Admission Number of the school.

In recent years, children have transferred to a wide range of secondary schools in the surrounding area. Parents of Year Five pupils are invited to a meeting with the Headteacher to discuss pupil applications and entry requirements to secondary schools in Buckinghamshire, the Royal Borough of Windsor and Maidenhead and Slough.

Towards the end of Year Six, children will have the opportunity to visit the secondary school they have been allocated in order to spend a day getting used to the surroundings. Secondary school staff will also visit Dorney School to meet with groups or individual pupils who will be transferring to their school. This provides children with an opportunity to raise concerns and ask questions prior to their transfer.