



# King Edward VI Grammar School

*Encouraging Excellence, Nurturing Talent*

## ADMISSIONS POLICY AND PROCEDURES

**Published admission number:** 115

**Status:** selective grammar school & foundation school

**Admissions authority:** the Governing Body is the admission authority for the school

**Testing arrangements:** The school is part of the consortium of Lincolnshire selective schools and will apply its selection tests and procedures in order to discover those applicants whose ability places them in the top 25% of the ability range. Parents may register their child to take the tests from Easter in Year 5. The tests will be administered at the school in early September on two Saturdays in Year 6. Registration forms are available from the child's primary school (within the main catchment area) or from the school. Sitting the test is not in itself an application and in addition to registering their child to take the selection tests parents need to make an application for admission using the online facility or the common application form.

**Nature of the tests:** The tests comprise one verbal reasoning paper and one non-verbal reasoning paper commissioned from the National Foundation for Educational Research. A total standardized score of 220 or better is required for a student to be in the top 25% of the ability range and eligible for a place.

**Students with special educational needs:** All children with statements of special educational need whose test scores indicate that they are in the top 25% of the ability range will be admitted before other applications are considered.

If there are more applicants than there are places in the school the Governors will apply the oversubscription criteria in the order listed below for those children whose test scores indicate that they are in the top 25% of the ability range:

1. Eligible children in public care. This is a child who is the care of the local authority or provided with accommodation by them in accordance with section 22 of the Children Act 1989 at the time of application.
2. Eligible children in Year 6 whose home address is in the area within which Lincolnshire County Council agreed to provide free transport to secondary schools in Louth with effect from 1 September 1997. If there is oversubscription within this category, preference will then be given to those students who have been shown by the selection process to be the most able.
3. If there are insufficient suitably qualified applicants within the area of traditionally free transport, suitably qualified applicants from outside that area will be admitted. Applicants who have passed the test will be ranked according to their test scores.

**Tie break:** If any of the oversubscription criteria have too many applicants then the tie break will be by distance of the child's home to the school. The child living closer to the school will be offered the place. The nearest address to the school is found by measuring the distance from your address to the school by straight line distance. We measure

electronically using the post office address point of the home to the post office address point of the school.

**Appeals:** If a child is not offered a place, parents have the right to have the school's decision reviewed by an Independent Appeal Panel the decision of which is binding. The appeal form can be obtained from the school. The appeals are organized by the County Council legal services section. Repeat appeals will not be considered in the same academic year unless there has been a significant change in circumstances.

**Reserve List:** For entry into year 7 a reserve list, sometimes known as a waiting list, is kept. This list will be used if the number of students falls below the published admission limit for the school. If the school is listed on an eligible child's application form their name is automatically placed on the reserve list and the applicant's test scores, will be regarded as valid until the end of Year 9. Children sometimes take the test outside of the main testing period and this means positions on the reserve list may change as we take account of where applicants are in relation to the oversubscription criteria and not the length of time they have been on the list.

The list is kept by the Schools Admission Team until the end of August prior to admission. After this school will keep the reserve list until the end of the autumn term and possibly longer, you should contact the school for information about the reserve list.

**Mid Year admissions:** Applications for entry to Year 7 will be accepted at any time outside the main entry period and will be dealt with in the same way as outlined above. If the school has no available places in the year group concerned, applicants meeting the entry requirements will be placed on a reserve list according to the oversubscription criteria above. Parents have the right to have the school's decision reviewed by an Independent Appeal Panel. Applicants for entry into Years 8, 9, 10 and 11 will be required to take nationally standardised tests to assess their suitability for admission to the school. Applicants should also be in possession of a school report confirming their academic suitability for a grammar school place.

**Fair Access:** The government has stated that all local authorities must have a Fair Access agreement that allows hard to place children, for example those that have been permanently excluded, to be given a place before any oversubscription criteria are applied and before anyone is considered from the reserve list. Such children are shared out to make sure no one school has to take too many of these children.

**Entrance Post 16:** Applicants for the Sixth Form will be offered a place as follows:

- a) Candidates must have a minimum of 4 B grades and 4 C grades at GCSE including English and Mathematics at grade C or above.

and that:

- a) A viable programme of study of 4 AS levels, excluding Critical Thinking, can be timetabled.
- b) Additionally applicants will also have to meet the minimum requirements for subjects as detailed in the Sixth Form options booklet.
- c) At Y12 students would normally be expected to gain a grade C at AS level in each of the three A2 level subjects.

In addition to the above all students joining the Sixth Form, either internal or external, must be in possession of a report from their Headteacher indicating that the applicant is academically suited to A level study. The number of intended admissions to Year 12 for

students transferring to the school from other establishments will be 30. The number of admissions, including those moving from Year 11 already in the school, at age 16, in September 2010, will be 150.

## Notes

1. This is the address where the child lives for the majority of the school term time with a parent who has parental responsibility as defined in the Children Act 1989. Or any child in the household where an adult in the household is defined as a parent for the purposes of Section 576 of the Education Act 1996. This could include a person who is not a parent but who has responsibility for him or her. It could include a child's guardians but will not usually include other relatives such as grandparents, aunts, uncles etc unless they have all the rights, duties, powers and responsibilities and authority which by law a parent of a child has in relation to the child and her/his property.

Where a child lives normally and habitually during the school week with more than one parent at different addresses, the home address for the purposes of school admissions will be that of the parent who lives closest, as measured by driving distance, to the School.

If you have more than one home, the school will take as the home address, the address where you and your child normally live for the majority of the school term time.

The School has the right to investigate any concerns it may have with respect to the accuracy of information provided by parents on an application form and to withdraw the offer of a school place if there is evidence that parents have made fraudulent claims, for example concerning parental responsibility or address given.