



King Edward VI Grammar School Louth

Policy:	<i>Admissions for September 2017</i>
Version:	V2
Date approved by Committee:	26.11.2015
Date approved by Governors:	
Date of next review:	<i>September 2016</i>
Governor committee responsible:	<i>KEVIGS Local Governing Body</i>
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Date:	26.11.2015

“Encouraging Excellence, Nurturing Talent”

ADMISSIONS POLICY AND PROCEDURES

Planned admission number for entry into Year 7: 120

Status: Selective Grammar School & Foundation School.

Admissions authority: The Governing Body is the admission authority for the school.

Information for Parents

King Edward VI Grammar School welcomes applications from the local community of Louth, the surrounding villages, and beyond. Over the past five years the school has offered places to ***all of those children*** who have passed the entrance test, placed us as their *first choice school* on the Common Application Form **and who attend the following feeder primary schools:**

Binbrook, Donington on Bain, East Ravendale, Fulstow Community, Grainthorpe, Grimoldby, Holton le Clay, Legbourne East Wold, Kidgate, Lacey Gardens, Legsby, St Michael's Church of England Louth, Market Rasen, Marshchapel, Middle Rasen, North Cockerington, North Cotes, North Somercotes, North Thoresby, Saltfleetby, Scamblesby, Tealby, Tetney, Theddlethorpe, Utterby, Wragby.

We anticipate that approximately a **third of places** each year will go to children from other primary schools, who have passed the entrance test, and have placed us as their ***first choice school*** on the Common Application Form.

Summary of Admissions Testing for 2016/17 – N.B.at the time of writing the policy

Number of children passing the test:	180
Number of children who passed the test from feeder primary schools:	113
Number of children who passed the test from other primary schools	67

Buses

Wolds, East of Louth and North to Holton le Clay

The Local Education Authority provide buses for pupils who live within the County's designated free transport zone – a map can be found in the School prospectus and further enquiries should be made to Lincolnshire County Council.

Grimsby/North East Lincolnshire/Market Rasen and the West of Louth

For pupils who live outside of the designated free transport zone a private bus service is available and further details can be obtained by contacting the School.

The Test

The Consortium of Lincolnshire Grammar Schools organises and administers the entrance test. The Test consists of one verbal reasoning paper multiple choice paper and one non-verbal reasoning multiple choice paper commissioned from GL Assessment. 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 at a Lincolnshire Grammar School.

Registration

Parents must register their child to take the tests from **January in Year 5**. Registration forms can be obtained directly from King Edward's by contacting Rhona Adam the Headmaster's PA and Admissions Secretary on 01507 600456 or by e mail rhona.adam@kevigis.lincs.sch.uk the form can also be downloaded from the school's website www.kevigis.org

Taking the Test

The tests are scheduled to be taken in the Sports Hall at King Edward's in **September of Year 6**. Usually this will be on the morning of the third and fourth Saturdays in September. Parents will be notified of the precise dates once they have registered.

Notification of Results & Application for a place

Results of the test are published in October and parents will be notified in writing of the outcome. **THIS IS NOT AN OFFER OF A PLACE.**

At this stage parents must then apply for a place at the school by completing the Common Application Form. The Application Form can be downloaded from either Lincolnshire County Council's website or, for out of catchment applicants, North East Lincolnshire's Education Authority website.

Offer of a place

Students with special educational needs: All children with EHC plans (formally known as 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. Looked after children in public care. This is a child who is, or has been, in the care of the local authority, or provided with accommodation by them in accordance with section 22 of the Children Act 1989: as defined by the current school admissions code.
2. Siblings of children who will still be attending King Edward VI when the child is due to start.
3. Eligible children in Year 6 who live within the traditional catchment area or are attending one of the **named primary schools** indicated in the **Information to Parents** on page 2: if there is oversubscription within this category, applicants who have passed the test will be ranked according to their test scores.
4. If there are insufficient suitably qualified applicants from the above then suitably qualified applicants will be admitted: these candidates 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 organised by the County Council legal services section. The appeal form can be obtained from the school. Further details can be found on the County Council's website.

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 the 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.

Applications for entry into Years 8 & 9

The school occasionally has places available in years 8 & 9 for a variety of reasons. Applicants will be required to take nationally standardised tests to assess their suitability for admission to the school. The oversubscription criteria detailed above apply.

Applications for entry into Year 10:

The Governors will allow numbers in Year 10 to rise to a maximum of 130. This will be made up of those transferring from Year 9 together with sufficient children new to the school to total 130. Applications for entry will be accepted at any time outside the main entry period. Applicants will be required to take nationally standardised tests to assess their suitability for admission to the school. Entrants will be considered on Rank Order. If the school has no available places in the year group concerned, applicants meeting the entry requirements will be placed on a reserve list. Should there be need to establish priority places will go to:

1. Looked after children in public care. This is a child who is, or has been, in the care of the local authority, or provided with accommodation by them in accordance with section 22 of the Children Act 1989: as defined by the current school admissions code.
2. Siblings of children who will still be attending King Edward VI when the child is due to start.
3. Applicants ranked according to their entrance test score.
4. In the event of a tie the student with the higher Verbal Reasoning score would gain the 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 that no one school has to take too many of these children.

Entrance Post 16:

All students in Year 11 – including those applying for a boarding place - must apply for a place in the Sixth Form: automatic progression is dependent upon pupils meeting the entry criteria detailed below. The Governors will allow numbers in Year 12 to rise to a maximum of 130. This will be made up of all those meeting the entry criteria and transferring from Year 11 together with sufficient suitably qualified children – either day or boarding – who are new to the school to total 130 (4).

All applications will then be considered against the following criteria:

- a) Candidates must have a minimum of 5 B grades and 3 C grades at GCSE including English and Mathematics at grade C or above.

and that:

- a) A viable programme of A level study 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, plus a merit in the Pre-U.

In the case of over subscription priority will be given to:

1. Looked after children in public care. This is a child who is, or has been, in the care of the local authority, or provided with accommodation by them in accordance with section 22 of the Children Act 1989: as defined by the current school admissions code.
2. Current pupils in Year 11 at the time of application.
3. Siblings of children who will still be attending King Edward VI when the child is due to start.
4. All other students ranked on their highest average capped GCSE point score. The score will be capped at the highest eight GCSE grades.
5. In the event of a tie break see page 4 above.

Course Priority

Pupils who are automatically transferring from Year 11 of King Edward's to the sixth form will be given priority over the allocation of courses. In the case of over subscription in a course priority will be given to those students with the highest average capped GCSE point score. The score will be capped at the highest eight GCSE grades.

Pupils who do not meet the entry criteria for Year 13 may be allowed to re-take Year 12 but *priority for all Year 12 courses will be given to new entrants to the Sixth Form first.*

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.

2. Siblings are defined by the school as including, natural [birth] siblings, step siblings, foster siblings and adopted siblings. The school gives priority **only** to those siblings who have passed the test and will have a sibling at the school on the 1st September in the year of entrance. The school is first and foremost a family school and the governors believe that by prioritising siblings in this way it helps to support the cohesion of rural families and the practical difficulties created by poor transport links in a geographically disbursed community.
3. The school adheres to point 2.18 of the admissions code for service personnel which exempts children from the residency test [point 1 above] at the time of testing, application and offer.

As per 2.18 of the admissions code service personnel will need to provide "an official letter that declares a relocation date and a Unit postal address or quartering area address" to enable the admissions authority to consider the application against the oversubscription criteria.

4. Following extensive consultation with parents and the local community in 2010/11 the Governing Body decided to adopt Primary Feeder Schools as the most appropriate method of ensuring that pupils attending the same primary school but travelling from a wide rural area were not disadvantaged by an arbitrary catchment area: *that would effectively separate friendship groups.*

The Governors therefore determined a list of Primary Feeder Schools that are recognized by the local community as forming part of the Louth and Wolds villages that have traditionally looked towards Louth for education and employment.

Unfortunately the code does not permit the naming of Independent Schools and on advice of the County Admissions Team a further criteria was added – the Geographic Catchment – to ensure that all other pupils living in the local area would also be considered and treated equally under point 3 of the oversubscription criteria.

5. The School has a separate entry arrangements for its Sixth Form College that recognize the Sixth Form as a distinct entity to the rest of the School.