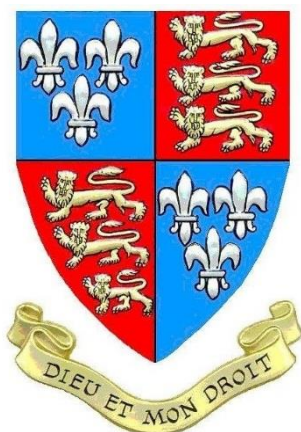


# King Edward VI Grammar School



## Admissions Policy for September 2023

Author: Mr. J. Lascelles  
Designation: Headmaster  
Date approved: 25<sup>th</sup> February  
Committee Chair: Alison Jay  
Next review Date: Annual

## **Section A - Entry into Year 7**

### **Part 1: Entry into Y7**

Number of places available [PAN] = 145

#### **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.

#### **Step 1: Registration to take the 11+**

Parents must register their child to take the tests from **January in Year 5**. Registration forms should be completed on the school's website [www.kevigs.org](http://www.kevigs.org) and further information, if required, by contacting Jane Pickering, Admissions Officer on 01507 600456 or by e mail [Jane.pickering@kevigs.lincs.sch.uk](mailto:Jane.pickering@kevigs.lincs.sch.uk)

#### *Out of Cohort Children*

The school accepts applications, registrations and will test Y6 students who are out of cohort. It is quite common for the school to have applications from able students who are in a different year group for their age e.g. 9/10-year olds who are in Year 6 who should be in Year 5. Out of Cohort Children in Year 6 will be considered as 'eligible children' who may apply for a place and will be considered for admission under this policy.

#### **Step 2: 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. Results of the test are published in October and parents will be notified in writing: the test result is not an offer of a place.

#### **Step 3: Applying for a Place at KingEdward's.**

At this stage parents must then apply for a place at the school by following the process of application for the normal intake year. Arrangements for applications in Year 7 will be made in accordance with Lincolnshire County Council's co-ordinated admission arrangements; parents resident in Lincolnshire can apply online at [www.lincolnshire.gov.uk/schooladmissions](http://www.lincolnshire.gov.uk/schooladmissions), they can also apply by telephone, or ask for a hard copy application form, by telephoning 01522 782030. Parents resident in other areas must apply through their home local authority. King Edward VI Grammar School will use the Lincolnshire County Council's timetable published online for these applications and the relevant Local Authority will make the offers of places on their behalf as required by the School Admissions Code.

## **Step 4: Offer of a place**

Offers are only made to those students who have passed the 11+ test.

Priority is given to those students with an EHCP who have passed the 11+ and named King Edward VI Grammar School.

If there are fewer qualifying applicants than places then all applicants will be admitted.

## **Oversubscription Criteria**

**Each year King Edward's has more qualified applicants than places. Each year we therefore have to apply the following oversubscription criteria in the order listed below to all of those children who have applied for a place and who have passed the test:**

1. Looked after children and all previously looked after children (see note 1).
2. Siblings of children who will still be attending King Edward VI when the child is due to start (see note 3)
3. Twins [multiple births] who have **both passed the test** for the same year of entry.
4. Eligible children who are in Year 6 and live within the **traditional catchment area OR** are attending one of the **named primary schools** see Appendix A+B.

*If there is oversubscription within this category, applicants who have passed the test will be ranked according to their test scores.*

5. Remaining candidates will be ranked according to their test scores.

## **Tie break Arrangements:**

1. Parents can use the nearest school tool on Lincolnshire County Council's Admissions page to find their nearest school.
2. In the event of tie break for the final place between two individuals then the Lincolnshire County Council's School Admissions Team will apply their nearest home address test procedures.
3. If two or more children are tied for the last place then the Lincolnshire County Council's School Admissions Team's independent lottery arrangements will apply.

**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. The appeal form can be obtained from the school. Further details can be found on the County Council's website.

**Reserve List:** For admission into the intake year the governors will keep a waiting list which we call a reserve list. In this school we will only add to the reserve list children who have achieved the required standard in the selection tests. If we have to refuse a place at our school a qualified child is automatically put on the reserve list, unless a higher preference school has offered a place.

The reserve list is held in the order of the oversubscription criteria, as required by the school admissions code; not by time. The list is kept by the Schools Admission Team until the end of August. After this the school admissions code requires that schools keep the reserve list until at least the 31<sup>st</sup> of December of Year 7.

## **Part 2: Mid-Year Applications**

The school occasionally has places available for a variety of reasons. Applicants will be required to take nationally standardised tests to assess their suitability for admission to the

school; further details will be given to interested applicants. When determining places, the oversubscription criteria detailed above will apply.

If the school has no available places in the year group concerned, applicants meeting the entry requirements will be placed on a reserve list. The normal rules and oversubscription criteria apply.

**Fair Access Protocols:** Local Authorities are required to have Fair Access Protocols in order to make sure that unplaced children who live in the home local authority, especially the most vulnerable, are offered a place at a suitable school as quickly as possible. This includes admitting children above the published admissions number to schools that are already full.

## **Part B: Sixth Form Admissions**

King Edward's Sixth Form provides an academic A Level pathway to Higher Education and therefore entry into the Sixth Form is selective and dependent upon students meeting the entry criteria set out below. There are a total of 50 places available for external entry into Y12.

### **Part 1: General Entry Requirements**

\*All candidates internal and external must achieve a minimum of 4 GCSE grades at Level 6 or above,

#### **plus**

English and Mathematics at a Level 5 or above.

Priority is given to those students with an EHCP who meet the criteria above and have named King Edward VI Grammar School.

**Where there are more qualified candidates\* than places then the following oversubscription criteria will apply:**

1. Looked after children and all previously looked after children (see note 1).
2. Students with Special Education Needs as defined in 1.) above.
3. Students who have sat their GCSEs with King Edward's.
4. Siblings of children who will still be attending King Edward VI when the child is due to start (see note 3)
5. External students based on the rank order of their average GCSE [Best 8] points score.

### **Part 2: Course Entry Requirements**

Having met the General Entry requirements, the Sixth Form team will then determine a viable course of study with each individual student in line with each department's course entry requirements as set out in the Sixth Form Course Guide.

Where the course is oversubscribed then places on courses are offered in the following order:

1. Course qualified students transferring from King Edward's Y11.
2. The remaining course qualified students will then be selected for the course in average GCSE point score [Best 8] rank order.
3. **Tie break:** where there are two students for the final place on a course with the same highest 8 GCSE average point score then the student with the higher score on their *course required GCSE* will gain the place.

*Courses will run in the following circumstances:*

Where the course has a minimum of 6 students starting the course in September of Year 12 **and/or** where it is possible to structure the teaching of the course to enable a mixed Y12/Y13 class of a minimum of 6 to run.

### *Additional Sets*

The school plans and budgets are based upon a specific curriculum design that is predicated on a specific number of classes; sets and groups in each year group. The school will always act flexibly to try and accommodate students' preferences but cannot guarantee being able to offer all courses or to add new sets when to do so would be financially unviable.

*The school reserves the right to withdraw courses that are not viable and to determine the number of sets that are offered.*

**Appeals:** If a student 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. The appeal form can be obtained from the school. Further details can be found on the County Council's website.

## **Appendix A Notes**

1. A 'looked after child' is a child who is (a) in the care of a local authority, or (b) being provided with accommodation by a local authority in the exercise of their social services functions (see the definition in Section 22(1) of the Children Act 1989) at the time of making an application to a school.

Previously looked after children are children who were looked after, but ceased to be so because they were adopted (or became subject to a child arrangement order or special guardianship order) and includes children from outside England.

This includes children who were adopted under the Adoption Act 1976 (see section 12 adoption orders) and children who were adopted under the Adoption and Children Act 2002 (see section 46 adoption orders).

Child arrangement orders are defined in s.8 of the Children Act 1989, as amended by s.12 of the Children and Families Act 2014. Child arrangement orders replace residence orders and any residence order in force prior to 22 April 2014 is deemed to be a child arrangements order. Section 14A of the Children Act 1989 defines a 'special guardianship order' as an order appointing one or more individuals to be a child's special guardian (or special guardians).

2. 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 straight line distance (see p.3), 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.

As an admission authority we have the right to investigate any concerns we may have about your application and to withdraw the offer of a place if we consider there is evidence that you have made a fraudulent claim or provided misleading information, for example a false address was given which denied a place to a child with a stronger claim. We reserve the right to check any address and other information provided so we can apply the oversubscription criteria accurately and fairly.

3. 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 1<sup>st</sup> 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.
4. The school adheres to the admissions code requirement for service personnel which exempts children from the nearest home address test [point 2 above] at the time of testing, application and offer.

For families of service personnel with a confirmed posting to the area, or crown servants returning to live in the area from overseas, the Governors will:

- Allocate a place in advance of the family arriving in the area provided the application is accompanied by an official letter that declares a relocation date and a Unit postal address or quartering area address to use when considering the application against the school's oversubscription criteria.
- Accept a Unit postal address or quartering area address for admissions purposes for a service child.

The Governors will not refuse a service child a place because the family does not currently live in the area.

5. 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 have therefore determined a list of Primary Feeder Schools that are recognized by the local community as forming part of the Louth and Wolds villages and 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 criterion was added - *the Geographic Catchment* - to ensure that all other pupils living in the local area would also be considered and treated equally.

## Appendix B

## Information for parents

King Edward VI Grammar School welcomes applications from the local community of Louth, the surrounding villages; Market Rasen; N.E Lincolnshire and beyond.

Over the past five years the school has offered places to all of those children who have passed the entrance test, who are in Year 6 and attend the following feeder primary schools below and/or live in the school's free bus travel zone [*catchment area*] as determined by Lincolnshire Country Council:

**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,  
Osgodby,  
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 live-in North-East Lincolnshire.

### **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.