# King Edward VI Grammar School

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| **Headteacher** | S Cassidy | 03.11.26 |
| **Chair of Trust Board** | R Maltman | 03.11.26 |

# Section A - Entry into Year 7

## Part 1: Entry into Year 7

Number of places available [PAN] = 145

## The Test

The Lincolnshire Consortium of Grammar Schools (LCGS) organises and administers the entrance test. For entry into Year 7 at transition from Primary to Secondary a pupil must achieve a minimum standardised qualifying score in the LCGS S 11+ test. The minimum standardised score for entry is agreed upon by all schools within the LCGS and published on their webpage.

## 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 via the Admissions section of King Edward VI Grammar School's website www.kevigs.org and any queries addressed to Jane Pickering, Admissions Officer, on 01507 600456 or by e mail jane.pickering@kevigs.lincs.sch.uk

*Out of Cohort Children*

Parents may seek a place for their child outside of their normal age group, Parents wishing to make these requests must contact their home local authority for guidance on the procedure to follow. Parents resident in Lincolnshire should call 01522 782030 or email outofcohortadmissions@lincolnshire.gov.uk for advice on the procedure to follow. It is important for parents to note that they will have the opportunity and responsibility to provide whatever evidence they wish to support their request. King Edward VI Grammar School will make decisions on the basis of the circumstances of each case and in the best interests of the child concerned. This will include taking account of:

- the parent's views;
- any available information about the child's academic, social and emotional development;
- where relevant, their medical history and the views of a medical professional;
- whether they have previously been educated out of their normal age group;
- any evidence that the child may naturally have fallen into a lower age group if it were not for being born prematurely
- the views of the Headteacher

## Step 2: Taking the Test

The tests are scheduled to be taken at King Edward VI Grammar School 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 by email: the test result is not an offer of a place.

**Step 3: Applying for a Place at King Edward VI Grammar School**

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 for places 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 They can also apply by telephone or ask for a paper application form by telephoning 01522 782030. Parents resident in other areas must apply through their home local authority. King Edward VI Grammar School will adhere to the timescales outlined in the Lincolnshire County Council co-ordinated admissions scheme available at www.lincolnshire.gov.uk/schooladmissions and the relevant Local Authority will make the offers of places on our behalf as required by the School Admissions Code (2021). In-year admissions are dealt with in accordance with the in-year section below.

**Step 4: Offer of a place**

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

In accordance with legislation, the allocation of places for children with an Education, Health and Care Plan (EHCP) naming the school in the plan will take place first (Children and Families Act 2014). Remaining places will be allocated in accordance with this policy.

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

**Oversubscription Criteria**

**When King Edward VI Grammar School has more qualified applicants than places we will 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 (LAC) and all previously looked after children (see note 1).
2. Siblings of children who will still be attending King Edward VI Grammar School when the child is due to start (see note 3).
3. Twins [or 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. "*If two or more*

*children are tied for the last place a lottery will be drawn by an independent person, not employed by the school or working in Children's Service Directorate at the local authority."*

**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 Admissions section of the school's website. Further details can be found on the County Council's website.

**Reserve List:** For admission into the intake year the admission authority for King Edward VI Grammar School will operate a reserve list. In the normal admissions round if we refuse a place at our school your child is automatically placed on the reserve list unless you have been offered a higher preference school. A child will only be added to the reserve list if they have achieved the required standard in the selection tests or have been deemed qualified by the independent appeal panel.

This list is kept in the order of the oversubscription criteria, as required by the school admissions code. Children can move up and down the list depending on where the other children are ranked against the oversubscription criteria. The admission authority must not take account of the time you have been on the list when allocating places. For the intake year the list is held by the Local Authority School Admissions Team until the end of August. After this, the school keeps this list until December 31st of the admitting year. Parents wishing to remain on this list must contact the school for more information.

## 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:** King Edward VI Grammar School will participate in the Fair Access Protocol of Lincolnshire County Council. Students allocated under Fair Access Protocols will take precedence over those on a reserve list or awaiting appeal.

## Section B: Sixth Form Admissions

King Edward VI Grammar School 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 a GCSE Grade 6 or above in the subjects that they wish to study.

**plus**

English and Mathematics at a GCSE grade 4 or above.
A minimum of four GSCE's at grade 6 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 (LAC) and all previously looked after children (see note 1).
2. Students with Special Education Needs (as defined in 1 above).
3. Students who have taken their GCSEs at King Edward VI Grammar School.
4. Siblings of children who will still be attending King Edward VI Grammar School 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 VI Grammar School 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.

*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's 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. Looked after children (LAC) and previously looked after children including those children who appear to have been in state care outside of England and ceased to be in state care as a result of being adopted.

   Definition - 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. A child is regarded as having been in state care outside of England if they were in the care of or were accommodated by a public authority, a religious organisation, or any other provider of care whose sole or main purpose is to benefit society.

   Previously looked after children are children who were looked after, but immediately after being looked after, became subject to an adoption (or became subject to a child arrangements order or special guardianship order). 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's Act 2002 (see section 46 adoption orders). Child arrangements orders are defined in s.8 of the Children Act 1989, as amended by Section 12 of the Children and Families Act 2014. Child arrangements 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. The home address is considered as the address where the child lives for the majority of term time with a parent (as defined in section 576 of the Education Act 1996). Where a child lives normally during the school week with more than one parent at different addresses, the home address accepted for the purposes of school admissions will be the one where the child spends the majority of term time. If a parent can show that their child spends an equal amount of time at two addresses during school term time, they can choose which address to use on the application. If a parent has more than one home, we will accept the address where the parent and child normally live for the majority of the school term time as the home address.

3. As an admission authority we reserve the right to check any address and other information provided so we can apply the oversubscription criteria accurately and fairly. 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 if a false address was given which denied a place to a child with a stronger claim. If a place is withdrawn, the application will be considered afresh and you will be advised of your right of appeal if a place is refused.

4. 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 1 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.

5. 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:

   - Process an application 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 where the parent requests this.

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

   Evidence of an intended address will be required such as tenancy agreement, or mortgage statement. Please contact the school for more details.

   The governors have discretion to admit above the admission number in these circumstances if they wish, but are not obliged to do so. If a place is refused, you will be informed of your right of appeal.

6. 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, NE Lincolnshire and beyond.

Over the past five years the school has offered places to all 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, Louth
LaceyField Junior Academy, Louth
Legsby
St Michael's Church of England, Louth
Market Rasen
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 – 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.