

AYLESBURY GRAMMAR SCHOOL

ADMISSIONS POLICY 2017



Aylesbury Grammar School (an Academy Trust School since 1 July 2011) is designated as a grammar school for boys. The admissions policy for the school follows The Coordinated Admissions Scheme for Secondary Schools in the Area of Buckinghamshire County Council Local Authority (the County Scheme) unless stated. The County Scheme is available on the Buckinghamshire County Council website. This policy covers admissions to the school between 1 September 2017 and 31 August 2018.

1. Admission Numbers

The planned admissions number of pupils for each year group is as follows:

Year 7-9	186
Year 10-11	186
Year 12-13	198

For entry into Year 12, in addition to pupils from the school's own Year 11 who have fulfilled the entry requirement, there will be places for a minimum of 12 external students who have fulfilled the entry requirement.

2. 11+ Admission for Year 7 in 2017

Boys are eligible to be considered for admission to Aylesbury Grammar School in Year 7 if they meet the required qualifying score of 121 in the admission tests or have been deemed qualified by a Selection Review (or, in exceptional circumstances, a subsequent Admissions Appeal). Two papers, each of approximately 50 minutes duration, are taken in the September of the year prior to proposed admission. The tests comprise of elements of verbal, numerical and non-verbal ability. Each child's scores in the different elements of the tests are added together and age standardised, thus setting all children on an equal footing regardless of when their birthday falls in the year.

Registration for the test is automatic for children who attend Buckinghamshire Primary schools unless the parent expressly withdraws their child from testing. In all other cases, including where children attend independent schools in Buckinghamshire, an application for testing should be made to the Testing Authority. In addition, all applicants must notify their home Local Authority of their preference for the school prior to the closing date of 31 October 2016. For applications for Year 7 to be considered as in catchment, applicants must be able to provide evidence of their residency within the catchment continuously from 1 October of the year preceding admission.

Parents of any child who does not achieve the qualifying score may apply for a Selection Review if they believe that their child would have met the qualifying score but for particular circumstances regarding their participation in the 11+ selection testing process. The Selection Review will be carried out by a panel supported by a Local Authority Officer. The Panel will consider each written application received and will obtain advice from an Educational Psychologist, where appropriate, prior to making a decision. The Selection Review process will take place before places are allocated and children who are deemed qualified by the panel will be eligible for admission for any of the 13 Buckinghamshire grammar schools.

After places have been allocated, parents will be entitled to make representations to an Independent Appeal Panel if their child has been refused admission because the school is full. An Independent Appeal Panel hearing will not ordinarily carry out a full review of a student's capacity to pass the selection test as that process should take place at the Selection Review.

Note: The Testing Authority is Buckinghamshire County Council. Grammar Schools, including Aylesbury Grammar School, work in partnership with Buckinghamshire County Council who administer the test on our behalf.

3. Over-subscription for entry to Year 7

Where eligible applications for admission exceed the number of places available at the main point of admission, the following criteria will be applied in the order set out below to decide which student to admit:

1. Looked after boys and previously looked after boys¹.
2. Boys who qualify for free school meals².
3. For the main point of admission, siblings³ of boys on roll of Aylesbury Grammar School at the time of the proposed admission.
4. For the main point of admission, siblings of girls on roll of Aylesbury High School at the time of the proposed admission.
5. Siblings of boys who have attended Aylesbury Grammar School previously.
6. Boys who have exceptional medical or social needs which, can only be met at this school, supported by written evidence from a doctor, social worker, educational welfare officer or other appropriate person.
7. Boys living in the catchment area of the school. For applicants for Year 7 to be considered as in catchment, applicants must be able to provide evidence of their residency within catchment continuously from 1 October of the year preceding admission
8. Once the above rules have been applied, then any further places will be offered in distance order, using the straight line distance between the family's normal home address and the middle part of Aylesbury Grammar School's front entrance gate, using the Local Authority's measurements, offering the closest first.

Random allocation will be used as a tie-break in category 8 above to decide who has highest priority for admission if the distance between two students' homes and the school is the same. This process will be independently verified. In the event of multiple qualifiers from the same address (e.g. twins), where, for example, one or more sibling would take the school above its admission number, all such qualifiers will be admitted to the school.

4. Waiting List for Year 7

If any vacancies arise between National Offer Day (1 March) and 31 December of the same year, first priority will be given to those on the waiting list managed by Buckinghamshire County Council through the County Scheme. From 1 January, a waiting list will be maintained until 31st August by Aylesbury Grammar School for admissions into Year 7 during the academic year. If places become available during that period, or for the beginning of the following academic year, admissions will be handled in accordance with the Late Transfer Procedure outlined below.

5. Late Transfer Procedure

Admission to Years 8, 9 and 10 (and to Year 7 from 1st January each academic year) will be handled in accordance with the school's Late Transfer Procedure. Only in exceptional cases will any place be offered in Year 10 starting after September, or at any time in Year 11, because of the nature of the GCSE course, even when the year group is below 186 in number.

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1. Previously looked after boys means boys who have, at any stage of their lives, been in public care (as defined more fully in the School Admissions Code paragraph 1.7)
 2. For the purposes of this policy, the entitlement to Free School Meals would need to be shown to be current on 31 October in the year before entry to Year 7 is sought
 3. For the purposes of this policy, a sibling is a brother – for admission purposes, we mean one of two or more individuals who have one or more parents in common, or any other child (including an adopted child) who permanently lives at the same address and for whom the parent also has parental responsibility

6. Testing Criteria

The academic suitability of candidates seeking admission under the school's Late Transfer Procedure into Years 7, 8 & 9 will be assessed through tests which assess verbal, numerical and non-verbal ability. The academic suitability of candidates seeking admission into Year 10 will be assessed through tests in English and Maths. Candidates will be required to achieve a minimum standard in the tests in order to qualify for admission.

7. Late Transfer - September Admission

Boys seeking admission to Years 8 and 9 at the start of the next academic year will be invited to sit tests in the Annual Testing Round. This is organised centrally by the Buckinghamshire County Council (BCC) Admissions Authority and will take place in the February of the year in which admission is sought in September. Applications for admission to Years 8 and 9 must be made directly to BCC via the online portal on their main website.

Boys seeking admission to Year 10 at the start of the next academic year will also be invited to sit tests in the Annual Testing Round. This is organised jointly with Aylesbury High School and will take place on the same day as the Year 8 and 9 testing. Applications for admission to Year 10 must be made directly to Aylesbury Grammar School via the Year 10 admissions form available on the main school website.

The deadline for registration for any of the tests will be the 18 December (or the next working day if that is a weekend) . Evidence of residence will be required. Late applicants will be considered once any available places have been allocated and a testing date later in the year will be established for this purpose.

8. Late Transfer – In-Year Admission

Boys who have moved into the local area since the last Annual Testing Round may apply for immediate admission to Years 7, 8, 9 (and where exceptional circumstances apply, Year 10 after September or Year 11) and will be tested as soon as possible once evidence of residence has been verified.

9. Late Transfer Over-subscription Criteria

Where qualified applications for admission exceed the number of places available, the following criteria will be applied in the order set out below to decide which students to admit:

1. Looked after boys and previously looked after boys.
2. Boys who qualify for free school meals. The entitlement to Free School Meals would need to be established when the parent makes the initial application for testing, with evidence of this entitlement shown to the school.
3. Siblings of boys on roll at Aylesbury Grammar School at the time of the proposed admission.
4. Siblings of girls on roll at Aylesbury High School at the time of the proposed admission.
5. Siblings of boys who have attended Aylesbury Grammar School previously.
6. Boys who have exceptional medical or social needs which, can only be met at this school, supported by written evidence from a doctor, social worker, educational welfare officer or other appropriate person.
7. Distance. Using the straight line distance between the family's normal home address and the middle part of Aylesbury Grammar School's front entrance gate, using the Local Authority's measurements, offering the closest first.
8. Boys with the highest aggregate score in the tests.
9. Boys living in the catchment area of the school.
10. Where the school can take some, but not all, of the boys who qualify under one of these rules, priority will be given by taking account of the next rule (or rules) in the numbered list.

In the event of multiple qualifiers from the same address (e.g. twins), where, for example, one or more sibling would take the school above its admission number, all such qualifiers will be admitted to the school.

10. Late Transfer Waiting List

Boys who have qualified and have not been allocated a place may have their name placed on the waiting list. The waiting list will be ranked in accordance with the school's Late Transfer Over-subscription Criteria as detailed in point 9 above. If an applicant qualifies but cannot be allocated a place because the school is full, qualification will be deemed current until the applicant reaches the end of Year 9. If the applicant also wishes to be considered for admission to Year 10 they must register for and successfully complete the Year 10 application process in the preceding academic year as detailed above.

11. Statements of Special Educational Needs

Children who qualify and who have statements of Special Educational Needs that names the school will be admitted prior to the application of the admission rules.

12. Year 12 entry

Applications from external students should be made in writing directly to the school using the form provided. Entry requirements are the same for internal and external students and are that a student will have achieved

- a minimum of **44 points** from the best 8 GCSEs (or equivalent) including English and Maths, using the table below

Reformed GCSEs (English Language, English Literature and Maths)

Grade	9	8	7	6	5	4	3	2	1
Points	9	8	7	6	5	4	3	2	1

Unreformed GCSEs (all other subjects)

Grade	A*	A	B	C	D	E	F	G
Points	8.5	7	5.5	4	3	2	1.5	1

- at least a grade 5 in English and Maths (all A level subjects require at least a Grade B (or 6) in the appropriate GCSE, some require higher and this is specified in the School's Sixth Form prospectus)

All students completing Year 11 at Aylesbury Grammar School who meet these entry requirements will be admitted.

13. Year 13 entry

Normally a student would be admitted into Year 12 on a two year A Level course. For admission into Year 13 a student will need to have demonstrated performance and progress equivalent to a minimum of 90 UCAS points (three 'D' grades) determined by indicators including Year 12 internal examination results and subject specific teacher assessments. In addition, suitability for continued study in Year 13 will take into account attitude to learning and overall attendance levels.

14. Notes for admission to Years 12-13

Exceptional cases (e.g. students with a Statement of SEN, or a medical condition that is supported by medical evidence) where applicants do not meet the entry criteria listed above will be considered by a panel drawn from the senior leadership team of the school and chaired by the Headmaster.

A student who has qualified for entry to Year 12 or Year 13 will in most cases be able to study the subjects for which he is qualified, but this will be dependent on there being sufficient places in the classes provided for each subject. The school reserves the right to refuse access to subjects when planned classes are full. Only in exceptional cases will any place be offered in Year 12 starting after September, or at any time in Year 13, because of the nature of the A level course, even when the year group is below 198 in number.

15. Oversubscription for external entry to Year 12

Where eligible applications for admission exceed the number of places available, the following criteria will be applied in the order set out below to decide which students to admit:

1. Looked after boys and previously looked after boys.
2. Boys eligible for free school meals. The entitlement to Free School Meals would need to be established when the parent makes the initial application, with evidence of this entitlement shown to the school.
3. Siblings of boys on roll at Aylesbury Grammar School at the time of the proposed admission.
4. Siblings of girls on roll at Aylesbury High School at the time of the proposed admission.
5. Siblings of boys who have attended Aylesbury Grammar School previously.
6. Boys who have exceptional medical or social needs which, can only be met at this school, supported by written evidence from a doctor, social worker, educational welfare officer or other appropriate person.
7. Distance. Using the straight line distance between the family's normal home address and the middle part of Aylesbury Grammar School's front entrance gate, using the Local Authority's measurements, offering the closest first.
8. Boys with the highest score from their best eight GCSEs or equivalent.
9. Boys living in the catchment area of the school.

16. Admission outside the normal age group

When a request is received for admission out of the normal age group, Aylesbury Grammar School will make decisions in the best interests of the child, taking into account the views of the Headteacher. Any decision letter will make the reason for the decision clear. If a child applies for an out of year place then their admission will be managed on the basis of the determined admissions arrangements only and we will not give the applicant a lower priority because they are out of their normal year group.

17. General

- a) This Admissions Policy is subject to annual review.
- b) Aylesbury Grammar School will establish arrangements for appeals against non-admission, non-qualification and where testing is refused through the Buckinghamshire County Council Appeals Team
- c) A map of the school's catchment area for Year 7 and In Year and Sixth Form admissions is available on the Buckinghamshire County Council website (www.buckscc.gov.uk)
- d) Parents wishing to know their entitlement to free transport or the availability of discretionary fare places can find more information on Buckinghamshire County Council's website at: <http://www.buckscc.gov.uk/education/schools/school-transport>

18. Explanation of terms used in the admission rules

Terms used follow the County Scheme.

Looked after or previously looked after means children who are currently or have, at any stage of their lives, been in public care (as defined more fully in the School Admissions Code).

A **Sibling** is a brother or sister – for admission purposes, we mean one of two or more individuals who have one or more parents in common, or any other child (including an adopted child) who permanently lives at the same address and for whom the parent also has parental responsibility.

Normal home address – For admission purposes this must be a residential property that is your child's only or main residence. It cannot be an address at which your child may sometimes stay or sleep due to your domestic arrangements. The property must be owned, leased or rented by the child's parents or person with parental responsibility. A child's Normal home address is where he or she spends most of the week, unless it is accommodation at a boarding school. To avoid doubt where a child lives with parents/guardians (with or without parental responsibility) whether for part of a week, or month, the address where the child lives will be determined by confirmation of the registered address to which Child Benefit (if in receipt of it) is currently being paid