



South Wilts Grammar School for Girls

Admissions Policy – 2015 entry

1 General

South Wilts Grammar School is a selective grammar school with Academy status and responsibility for admissions rests with the Personnel Committee of the School Governors. It is a single sex non-denominational school for girls, aged 11 to 18.

Only girls who attain the required standards in these arrangements for selection by reference to high ability and aptitude will be eligible to be considered for admission to the school. Selection is by means of selection tests. In a typical year candidates who sit the 11+ will need to achieve at least 71% in the entrance test to be considered for admission. Meeting the academic requirements for entry to the School is not in itself a guarantee of a place. Please note that no concessions are made for multiple births (twins etc). Each candidate is judged on her individual merits.

Girls cannot be submitted for re-testing until an interval of one calendar year has elapsed from their previous test. Full details of the procedures used are available from the Admissions Officer at the school.

The following associated documents can be accessed through the school website at www.swgs.wilts.sch.uk or by contacting the school directly:

1. **Information Leaflet No 1.** The Eleven Plus Selection Procedure.
2. **Information Leaflet No 2.** The Late Eleven Plus Selection Procedure.
3. **Information Leaflet No 3.** The Post 11+ Selection Procedure for Entry into Years 7-11
4. **Map.** A map of the School's designated area.

2 Number of admissions

The school's published admission number for Year 7 is 150, consisting of a 5 form entry. The maximum admission number for Year 8 is 128 and for Years 9, 10 and 11 is 135. In the Sixth Form the school can accommodate 90 external admissions.

3 Admission Arrangements

a) Admission at age 11 - Year 7

Parents of children in Year 5 can enter their child for the 11 plus selection procedure. The child's performance in three multiple choice papers in Verbal Reasoning, Mathematics and English papers, set by GL Assessment, provide evidence that she has met the necessary academic ability eligible for entry. The scores are standardised to make allowances for the child's age and to give equal weighting to the three papers. The scores are then added together to give a final score.

If this is equal to or above the cut off mark a child is deemed to have met the academic requirement for entry into the school. It must be noted that normally more pupils will pass the entrance test than can be accommodated. If more than 150 girls meet this standard then the oversubscription criteria will be applied, to allocate the 150 places available, as outlined in item 6. Remaining students will be placed on a waiting list.

The Admissions Code of Practice in paragraph 1.32 (c) states that the school must: *“inform parents of the outcome of selection tests before parents make applications for other schools – while making clear that this does not equate to a guarantee of a selective place”*

The date of the 11 plus tests, for entry in September 2015, is Saturday 27 September 2014. All applicants must register their wish to sit the entrance tests with the school using the Test Registration Form, which provides evidence for the application of the oversubscription criteria. The deadline for registering for this test is noon on Friday 5 September 2014. The test scores will be posted out on Monday 13 October 2014 in time for parents to complete and return the Common Application Form for their Local Authority, the deadline for which is Friday 31 October 2014. This will indicate the score and whether the student has met the required standard (and is “eligible” for admission). It is important to note that meeting the required standard does not guarantee that your daughter will be offered a place at South Wilts Grammar School if the school is over subscribed. Allocations of places at Secondary Schools are posted by the Local Authorities on Monday 2 March 2015.

Registering for the entrance tests does not replace applying for admission through your Local Authority for September 2015. All applications for admission and offers of places into Year 7 in 2015/16 are coordinated by Wiltshire Council in their capacity as the local authority (LA). Parents need to apply to their LA for a place at SWGS using the Common Application Form. Parents can apply online at www.wiltshire.gov.uk or they can obtain a form direct from their County Council.

Applications to take the eleven plus that are received between 5 September and 31st October 2014, will be dealt with by the School. Any forms received after the Local Authority deadline for a place at secondary school, will not be considered by the School until after all of those which were received on time have been processed. Further tests will be run for applications received after 31 October.

b) Admission at ages 12 to 15 - Years 8 to 11

Although the usual ages of admission are 11 and 16, suitably qualified students may be admitted when there are vacancies in a year group. Entry into Years 8 and 9 is by means of two selection tests, a Mathematics paper and an English paper set by the two Salisbury Grammar Schools. For entry into Year 10, students will be required to sit a Science paper, in addition to the Mathematics and English papers. These are administered a minimum of three times a year in the Salisbury Grammar Schools. The scores attained in each of the tests are standardised to give equal weight to each of the tests and to take account of the age of the candidate. The two (or three for Year 10) scores are then added together to produce a final result.

Any girl who attains above the predetermined cut off mark will be deemed to have met the academic requirement for entry into the school. If a girl attains a cut off mark within a border zone range of marks, further evidence will be sought from her present school in the form of a professional report. A decision will be made by the Grammar School as to whether the girl is of grammar school ability. If there are not enough vacant places for the number of students who have met the standard in the selection tests, then the oversubscription criteria, as outlined in item 6, will be applied and the remaining students placed on a waiting list. It must be noted that normally more pupils will pass the entrance test than can be accommodated and the oversubscription and waiting list processes in item 6 below will apply.

All applications for admission for Years 8 - 11 are coordinated by Wiltshire Council (WC) in their capacity as the local authority (LA). Parents need to apply to their LA for a place at SWGS using a Transfer Application Form. In addition, Parents must complete the School’s Supplementary Registration Form which provides evidence for the application of the oversubscription criteria.

c) Admission to the Sixth Form

The published admission number (in addition to any girls transferring from Year 11 at the school) is 90. All students in the Sixth Form are required to have achieved six GCSEs at Grades A* to C, with a B in English Language and Maths or Science, preferably with an A or B in the subjects chosen at AS or A level or in a related subject, although each case will be treated on its merits. A separate booklet giving information about the Sixth Form is available on request. There is no guarantee that students will be able to study their preferred combination of courses.

Applications for a place in the Sixth Form are made directly to the school using the form called The Option Choices for Sixth Form.

4 Admission of pupils with Special Educational Needs

- a) The school admits pupils with Special Educational Needs who can meet the entry criteria.
- b) Any girl who meets the entry requirements determined by this policy and who has a statement of special educational needs that names the School, will be offered a place irrespective of whether the School has places or not and these girls will take precedence over any pupils on the waiting list.
- c) The School operates an Equal Opportunities Policy to ensure equality of opportunity.

5 Under Age pupils or Gifted and Talented Pupils.

The school will consider an application from underage pupils provided it is supported by a recommendation from the child's current Headteacher. Generally we expect pupils already to have been working with the relevant year group for the last two years.

6 Oversubscription criteria and waiting lists

The offer of a place at South Wilts Grammar School depends on the availability of places at the school. The following order of priorities listed below will apply if the number of girls who have met the standard exceeds the number of places available: -

- a) Children in Care (Looked After Children) a 'looked after child' or a child who was previously looked after but immediately after being looked after became subject to an adoption, residence, or special guardianship order. 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).
- b) Girls who live in the School's designated area. The address is the place where the child is permanently resident with her parent or parents or legal guardians. Documentary evidence of residence not more than 6 months old may be required (eg the child's NHS medical card and the parent's/guardian's recent utilities bill, bank statement or tenancy agreement, an Armed Forces posting order or a solicitor's letter confirming the exchange of contracts on a property). Where a child lives with parents with shared responsibility each part of the week, the "home address" will be considered to be the address of the person whose name is on the child benefit statement (proof of this may be required).
- c) Girls who attract the Pupil Premium. Pupil Premium children are those who have been eligible for free school meals at any point in the last six years (known as 'Ever 6 FSM'), children who have been looked after continuously for more than six months, and children of service personnel in the last four years (known as 'Ever 4'). For 11+ applications, documentary evidence will be required by 1st December 2014.
- d) Girls who live outside the designated area and have a sister (this refers to a sister, half sister, adopted sister, or the daughter of the parent / carer's partner, who in every case, is living in the same family unit at the same address) attending the school and living at the same residence on the date of admission of the child.

- e) Other girls in order of nearness to school as the crow flies. This will be measured from the centre of the school to the front door of the applicant's ordinary residence. (Distances supplied by the LA will be used and these will measure straight line distances using the Ordnance Survey eastings and northings of the home and the school address. Those with the least distance will be given priority. In the event of there being equal distances the priority will be decided by casting lots.)

Distance will be used as the tie breaker in each criterion a) to e) with those living nearest the school given priority. Measurement will be as the crow flies as per criterion e) and in the event of being unable to separate applicants based on distance to the school, priority will be decided by random allocation through casting lots.

The remaining girls found to have met the academic requirement for entry into the school will be placed on a waiting list, for the academic year in which they sat the test. The waiting list is governed by the oversubscription criteria listed above, irrespective of their time of application. If a place becomes available mid-way through an academic year, the girl placed highest on the waiting list will be offered the place to start at the beginning of the next school term. A map of the designated area can be obtained from the school. To ensure girls are ranked correctly under these published oversubscription criteria, parents are required to complete the School's Test Registration Form.

Withdrawal of offer

Parents who have been offered a place at the school for their child will be asked to respond directly to the LA. If they do not respond by the 18 March 2015 it will be assumed that the place offered has been declined. If a fraudulent claim of residence has been made and the applicant falls outside the designated area the place allocated could be forfeited.

Appeals

If a parent is dissatisfied with the outcome of the selection procedure, or by the refusal to offer a Grammar School place, an appeal can be lodged against the decision of the School's Governors to an independent appeals committee. These will take place under the arrangements as set out by the School Admissions Code and School Admission Appeals Code of Practice and Regulations, February 2012. An appeal form can be obtained from the school.