

# WEST KIRBY GRAMMAR SCHOOL



**West Kirby**  
Grammar School

# ADMISSIONS POLICY

September 2021

# West Kirby Grammar School

## ADMISSIONS POLICY & PROCEDURE

### ADMISSIONS OF STUDENTS AT THE START OF YEAR 7

The School plans to admit 180 students unless the net capacity figure indicates otherwise. Only students who attain the required standard in the arrangements for selection by reference to ability and aptitude will be eligible to be considered for admission to the school. Admission to the School is determined by the Governors. The School's assessment arrangements will be conducted by the Wirral Grammar Schools in collaboration with the Local Authority.

The assessment is currently based upon two test results. The tests have been designed to predict students' potential performance at secondary school.

Students take two tests during the Autumn Term of the final year of primary education. In order to ensure that children are not disadvantaged because of their date of birth, in each case the score is adjusted by the use of conversion tables to take account of each child's exact age in years and months. Students who achieve the required score will be deemed to have achieved the grammar school standard.

Places will be offered to students who have been deemed to be of suitable ability according to the Local Authority Assessment Procedures on the basis of the following criteria which will also be applied in the case of over-subscription:

- Students who are Looked After or previously Looked After. A Looked After Child is a child who is a) in the care of the Local Authority, or b) being provided with accommodation by a local authority in the exercise of their social services functions (under section 22(1) of the Children Act 1989). A previously Looked After Child is one who immediately moved on from that status after becoming subject to an Adoption, Residence or Special Guardianship Order.
- To those students with a valid medical reason supported by a doctor's letter. Details must be given on the preference form and will be verified by a medical officer of the Area Health Authority.
- Up to 15 places for children on Free School Meals at the time of application who achieve the qualifying score in rank order of distance from the School. Details must be given on the preference form and will be verified.
- To those students who have siblings\* at the School at the time of application.

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\*siblings are defined as either  
or

- i. A child by the same parents
- ii. A half sibling, adopted or step-child living in the same household

- By reference to geographical factors, that is distance from the home address to West Kirby Grammar School. Distances will be measured from the home to the School gate nearest to the child's home using the shortest road route unless it is possible to use a footpath which is considered by the school to be a safe walking route.
- The School, in considering the cases of children who are not allocated places on the grounds of sibling connection or medical need, will also take into account the reasons that parents have put forward for their preference. If the reasons are considered to be exceptional and compelling, the child in question may be allocated a place regardless of their geographical circumstances. The process for consideration is managed by the Local Authority.

N.B. The School is fully accessible for students with a disability.

Any offer of a place may be withdrawn if it is discovered that misleading information has been provided in order to secure an offer.

### **LATE APPLICATIONS**

Late applications will be dealt with in accordance with the arrangements applied by Wirral LA.

### **ADMISSION INTO THE SIXTH FORM**

Priority for entry is given to existing students in the School. Each year the School welcomes a number of students from other schools. Places are offered after a meeting with the Headteacher or Deputy Headteacher. The admission number for the Sixth Form is no more than 200. This is to ensure that the educational provision is not prejudiced. Five GCSE passes at grade 6/B or above is desirable with at least a grade 4/C in English and a grade 4/C in Mathematics. 9-6/ A\*-B GCSE grades are required in the majority of subjects students wish to study at A-level.

Places are allocated for external students during the Spring Term after consideration of predicted GCSE grades. All places are conditional on GCSE results awarded in the August prior to entry.

### **ADMISSION DURING YEARS 7 - 11**

Students will continue to be admitted to other age groups provided they have reached the required standard as determined by the School's assessment procedures, which in most cases includes a general cognitive test and written tests in English and Mathematics and that their admission does not prejudice efficient education and efficient use of resources.

The results of the 11+ assessment will be final until September in Year 7 when parents may apply to the School for a re-assessment. The re-assessment will be conducted by the School.

The School will admit up to the standard number of 180 in Years 7-11 and 200 in the Sixth Form. If the year group is full the student will be placed on a waiting list.

## APPEALS AGAINST ADMISSION DECISIONS

Arrangements will be made for parents who are dissatisfied with an admission decision to lodge an appeal. Appeals will be heard by an Independent Appeals Panel as required by law, providing they are lodged within the prescribed period.

Further details of the appeals procedure can be obtained from the School – 0151 632 3449.

Administration Use:	
Statutory/Non-Statutory:	Statutory
Website:	Yes
GB Committee:	Full Governing Body
Document Formulated:	February 2019
Review:	Annually
Date Reviewed by Committee:	2 December 2019
Reviewed Document Adopted by FGB:	
Next Review Date:	December 2020