

Boston Grammar School



Name of School:	Boston Grammar School
Date of Policy:	July 2024
Member of Staff responsible for this policy:	
Review Date:	July 2025
Signed (Chair of Trustees):	

Admissions Policy (for 2026)

Boston Grammar School is a selective academy, having converted to academy status on January 1st 2013.

The admission number of the school for each Year 7 intake cohort is 120.

The Trustee Body of Boston Grammar School is the Admissions Authority. It will admit those pupils that meet the entry requirements as laid out in this policy without reference to colour, race, religion or disability. From 11-16, boys will be taught at Boston Grammar School and girls are welcomed into the co-educational Sixth Form.

Entry requirements at 11+

Admission to Boston Grammar School is decided by an 11+ test procedure. Practice tests are available, and these are normally undertaken at the primary school prior to the real tests.

The actual selection tests will be taken either at the primary school, or at BGS, subject to arrangements negotiated with primary heads, for pupils in their final year at primary school and of the appropriate age group. The results of these tests will be rank ordered to select approximately the top 25% of the local cohort, in keeping with the percentage intake targets across Lincolnshire's grammar schools.

Parents will be informed of the outcomes of this process prior to submitting their preferences to School Admissions. The candidates selected through the above process will then be eligible to join Boston Grammar School.

Those pupils who satisfy the entry requirements and apply will be offered a place, subject to availability. Sitting the test does not constitute an application for a place at the school. There is a legal requirement for admissions authorities to comply with the agreed co-ordinated admissions scheme for entry into Year 7, which is administered by Lincolnshire County Council, as the local authority. Parents resident in Lincolnshire can apply online at 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. Boston 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. Under the co-ordinated arrangements, all applications must be submitted by parents or carers either by applying online or on their home local authority's common application form.

If more pupils reach the standard than the school can accommodate, after admitting qualified children with Education Health Care Plans (Children and Families Act 2014) naming the school, priority will be determined in the following order:

- Looked After Children 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. (see Appendix 1 for definitions)
- The child is registered for Pupil Premium, defined as those registered for free school meals at any point in the last six years (not including statutory free school meals).
- Siblings of pupils already attending the school at the time of admittance
- Straight line distance as calculated electronically to three figures after the decimal point (eg 1.543 miles) by Lincolnshire County Council school admissions team from the Post Office Address Point of the home to the Post Office Address Point of the school.

If any of the above criteria are not sufficient to distinguish between applicants, the tie-break will be decided by a lottery drawn by an independent person, not employed by the school or working in the Children's Services Directorate at the local authority.

To date the school has been able to accommodate all children who have reached the required standard in the entry tests.

If the school is oversubscribed, the Trustee Body will keep a waiting list up until the end of the academic year. Where a child stands in relation to the oversubscription criteria rather than length of time on the waiting list will be the determining factor if a place becomes available.

Parents have the right to appeal against the decision not to offer a place to an independent appeals panel. Details of the process can be obtained from the Clerk to trustees. The Clerk can be contacted at: BGSClerk2@bostongrammarschool.co.uk

Fraudulent or misleading applications

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.

Admission of children outside their age group

Parents may seek a place for their child outside of their normal age group, for example, if the child is gifted and talented or has experienced problems such as ill health. Parents wishing to make these requests must contact their home local authority for guidance 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.

The school will consider under-age children who are outstandingly able and who need to be accelerated beyond their year group. Students will be accepted in September only. Trustees must be reassured that early entry would be in the best interest of the pupil, and parents will need to provide evidence from independent sources. In order to satisfy Trustees that early entry is required, parents should provide, as a minimum, evidence from sources such as the Primary Head and Educational Psychologist that the candidate is of exceptional ability and has been working with an older age group for at least a year. This evidence will need to be provided before September of the year of testing. Early entry will only be permitted when an exceptionally strong case is made.

In all admission requests / applications involving children outside their age group, decisions will be based on 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 head teacher

Mid-Year Entry

Mid-year entry to the school is possible in Years 7 to 11 if the numbers in the relevant year group are below the published admission number. Applications are made on the Lincolnshire mid-year admissions form or directly to the school, but applicants for places in Years 10-11 will need to be aware that Key Stage 4 qualification routes already started in other schools may not be able to be continued or contribute to successful outcomes from the school's examination board syllabuses.

If a child has qualified for other grammar schools in Lincolnshire, a direct transfer can be made, at the Trustees' discretion.

Applicants for mid-year entry will be required to sit an entrance test to ensure that the student is suited to a grammar school education. This will test a student's verbal, non-verbal and quantitative ability (age appropriate Cognitive Ability Tests provided by nferNelson) and produces a standardised score and a Boston standard score which enables us to determine whether the student is in approximately the top 25% of the ability range. Parents who wish

their son to take this test should contact the admissions secretary at the school (01205 366444) or apply online at enquiries@bostongrammarschool.co.uk

The entrance test will be arranged to take place on a normal school day and will take approximately three hours to administer (with rest periods). Further information will be given on application.

Parents/Guardians will be informed of the results within five working days after the test by telephone or letter. Applications for admission are usually made through the child's home local authority. Lincolnshire residents should contact Lincolnshire County Council for a mid-year application form or alternatively apply online at www.lincolnshire.gov.uk/schooladmissions. Applications can be made directly through Lincolnshire by out of county residents if their home local authorities do not co-ordinate this process.

The parents of any applicant who is not offered a place have the right of appeal to an independent appeal panel. The Clerk to Trustees will organise the appeal. The Clerk can be contacted at BGSClerk@bostongrammarschool.co.uk

Pupils in schools belonging to the Boston Secondary Schools Partnership may be referred to the school, under the terms of the partnership agreement, by the Head of their own school as a result of performance tracking, and may undertake a six-week trial period as their entry process.

For late intake applications and mid-year applications, the school will aim to remove any disadvantage to UK service personnel by applying the school's oversubscription criteria where children are tested and reach the required standard. This will entail checking to see if the address is within the distance of the last child admitted in the last admission round that was oversubscribed on offer day. If the address is within the distance, the trustees will consider admitting providing all children in public care and siblings have already been admitted. This will be irrespective of the fact that the school has heard appeals or has appeals currently scheduled. It maybe that we cannot admit because of organisational difficulties within the school, in which case we will inform the Local Authority and ask them to consider allocating second and third preferences. Official notice of postings may be requested in the above cases.

Reserve Lists

In the case of grammar schools only those who have met the required standard in the testing arrangements are eligible to be on the reserve list.

For admission into Year 7 the trustees will keep a waiting list which we call a reserve list. If you do not get a place at your first preference school your child is automatically put on the reserve list for any schools above the one you were offered. This list is in the order of the oversubscription criteria. Names can move down the list if someone moves into the area and is higher placed on the oversubscription criteria. The list is kept by the Schools' Admission Team until the end of the coordinated admission round in August each year. Boston Grammar School will keep the reserve list until the end of the academic year.

If you wish your child to join the school in another year group and it is full, you can contact the school and request to be added to the reserve list. This will be kept in the order of the oversubscription criteria. The time you have been on the list is not taken into account.

The reserve lists for year 7 to 9 are cleared at the end of each academic year. If you would like your child to be placed on the reserve list for the following academic year, please contact

the school. In Y10 the list is cleared at the end of the Autumn Term. There is no reserve list for Y11.

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.

Children of UK service personnel (UK Armed Forces)

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

- Process an application in advance of the family arriving in the area provided it 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 Trustees 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.

For late coordinated applications and midyear applications supported by the appropriate military documentation, we will aim to remove any disadvantage to UK service personnel (UK Armed Forces). The trustees will consider whether:

An application from that address would normally succeed in an oversubscribed year.

There is any child on the reserve list with higher priority under the oversubscription criteria.

The prejudice from admitting an extra child would be excessive.

The trustees 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.

Sixth Form

Year 11 pupils from BGS have the right to transfer to the BGS Sixth Form, provided that they meet the published academic entry standards and that we can accommodate their choice of subjects. The school produces a Sixth Form prospectus each year, giving details of all of the courses on offer.

We also extend a warm welcome to applications from students attending other schools. The Sixth Form at BGS can accommodate up to 310 students, as part of the planned capacity of the academy.

All applicants must achieve grades 5 to 9 in at least five GCSE subjects (or vocational equivalents), with at least a grade 6 in any subject to be studied at A Level (where the subject was taken at GCSE) and at least a grade 7 for Mathematics. Some A Level subjects not traditionally taken at GCSE level have their own entry requirements and these should be

checked in the Sixth Form prospectus for the relevant year. The school cannot guarantee to accommodate every preferred combination of A Level subjects, due to the mathematical constraints of timetabling.

Oversubscription criteria will apply in the event that there are more applications than places. If necessary, the oversubscription criteria for Y7 intake would apply in Y12 also.

Open Evenings

An open evening for parents of prospective pupils is held in school in January for entry at age 11, and in November for entry to the Sixth Form.

Appeals

All appeals against decisions against offering a place should be addressed in the first instance to the Clerk to Trustees.

Definitions

Definition of Children in Public Care:

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 ceased to be so because they were adopted (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).

Definition of a sibling:

- a full brother or sister, whether or not resident in the same household, attending the same school to which the applicant is applying;
- another child normally resident for the majority of term time in the same household, for whom an adult in the household has parental responsibility as defined in the 1989 Children Act and Section 576 of the 1996 Education Act;
- in the case of twins (or two siblings in the same age cohort), and where there is only one place available in the relevant school, both will be considered together as one application, provided both have met the standard for entry. The school will be authorised to exceed its published admissions number by one.