



SOUTH WILTS GRAMMAR SCHOOL

Admissions Policy 2026

South Wilts Grammar School values and respects all students equally and aims to provide equality of opportunity wherever possible.

1 General

South Wilts Grammar School (SWGS) is a selective grammar school with Academy status and responsibility for admissions rests with the People and Culture Committee of the School Governors. It is a single sex non-denominational school for girls (registered female at birth), aged 11 to 16 and coeducational in the sixth form.

Only students who attain the required academic standards in these arrangements for selection by reference to high ability and aptitude will be eligible to be considered for admission to the school. For admission for students into Years 7 to 11, selection is by means of selection tests. Admission to Year 11 is by exception only. For admission into the Sixth Form, selection is by consideration of a candidate's performance at GCSE or equivalent. 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 their individual merits.

Applications for UK Service Personnel and Crown Servants will be processed as outlined in the Determined Co-ordinated Admissions Scheme produced by Wiltshire Council.

- a. Applications for children of service personnel with a confirmed posting to the county will be considered in advance of the family moving to the county.
- b. Until a fixed address is available the unit postal address will be used. If moving back to a property that is owned by the family, then this address can be considered.

All Wiltshire Schools act in accordance with the Fair Access Protocol. The purpose of this protocol is to ensure that outside the normal admissions round unplaced children, especially the most vulnerable, are offered a place at a suitable school as quickly as possible. When seeking to place a child, the panel will consider all schools in a fair, equitable and consistent manner. Decisions of the panel may mean that individual schools admit children above their published admission number.

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 11+ Selection Procedure.
2. **Information Leaflet No 2.** The Late 11+ Selection Procedure.
3. **Information Leaflet No 3.** The Post 11+ Selection Procedure for Entry into Years 7-11
4. **Information Leaflet No 4.** Access Arrangements Guidance (for entry into years 7-11)
5. **Map.** A map of the school catchment area.
6. **Sixth Form Prospectus**

2 Number of admissions

The school's published admission number for years 7 - 11 is 160, consisting of a 5-form entry. The maximum admission number for Years 8 - 11 is 160. In the Sixth Form, the school can accommodate 70

external admissions.

3. Entry Process

There are 2 main intakes into SWGS: year 7 (11+ entry) and year 12 (Sixth Form entry). Entry outside these times, including requests for entry when it is too late for the 11+ test, is possible and is described below.

4. Oversubscription Criteria and Waiting Lists.

The offer of a place at South Wilts Grammar School depends on the availability of places at the school. In order to be eligible for admission to the school, candidates must achieve the cut off score in the selection test for years 7 – 11 or the minimum entry requirements for the Sixth Form. Where the number of applications for admission exceeds the number of places available at the school, places are offered to children in accordance with the over-subscription criteria at appendix 1.

The remaining students found to have met the required academic standard for entry into the school will be placed on a waiting list. The waiting list is governed by the oversubscription criteria, irrespective of their time of application. A map of the catchment area can be obtained from the school and is also available on the website. The registration process for the 11+ test, late entry test and Sixth Form all request further details so that the oversubscription criteria can be correctly applied. If parents/students wish preference to be given on any grounds listed in the oversubscription criteria then they must provide evidence when applying for a place at the school.

- a) Students looking for entry into SWGS in years 7-11 will be added to the waiting list for the academic year for which they sat the test. If a place becomes available mid-way through the academic year, the child placed highest on the waiting list will be offered the place to start at the beginning of the next school term. If a place is not offered by the end of the academic year, then the application lapses and the student would need to sit a late entry test for the next year group.
- b) Students looking for entry into SWGS Sixth Form will be added to the waiting list until the end of September 2026. If a place becomes available, the child placed highest on the waiting list will be offered the place to start within 3 school days. If a place is not offered by the end of September, then the application lapses.

5. Admission of pupils with Special Educational Needs

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

6. Admission Arrangements for Years 7 to 11

a) Admission at age 11 - Year 7 September 2026 Entry

Parents of children who are in (or about to start) their final year of primary school can enter their child for the 11+ selection procedure. To be eligible to take the 11+ test for entry into year 7 in September 2026 the applicants date of birth must be between 1 September 2014 and 31 August 2015. Please note that a request must be made in writing to the Headteacher at SWGS for a child to sit the 11+ who is outside of their chronological year group at primary school, except in the case of summer-born children who started in Reception at age 5 and have been educated outside their year group throughout their primary school education.

The child's performance in three multiple choice papers in verbal reasoning, mathematics and English, set by GL Assessment, provide evidence that she has met the necessary required academic standard 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. On the basis of their test result applicants will be determined to have either met or not met the required academic standard.

Applicants must have sat the 11+ test to be considered for a place at SWGS. It is important to note that meeting the required standard does not guarantee that your child will be offered a place at SWGS if the school is over subscribed. Allocations of places at Secondary Schools will be posted by the Local Authorities on National Offer Day or the next working day¹. Parents who applied on-line can log into the parent portal on national offer day to find out which school has been allocated and parents who applied on a secondary application form will have their offer letters posted out 2nd class on National Offer Day or the next working day¹.

Applicants who have been in local authority care for at least one day ('looked after children') or who have met the eligibility criteria to claim free school meals in the previous 6 years qualify for pupil premium to be paid to the school. The pass mark for those who qualify for pupil premium will be 3% lower than the standard pass mark and 10 places will be reserved for them. If fewer than 10 pass at the reduced pass mark then the places will be re-allocated to standard pass mark applicants. Those entitled to pupil premium who achieve the standard pass mark will not take one of the 10 places.

The date of the 11+ test for entry in September 2026, is Saturday 27 September 2025. All applicants must register their wish to sit the entrance tests with the school using the online test registration portal which provides evidence for the application of the oversubscription criteria. Online registration is open between 2 June and 1 September 2025. The deadline for registering for this test is midnight 1 September 2025. The test results will be made available via the online portal in time for parents to complete and return the Common Application Form for their Local Authority, the deadline for which is 31 October 2025. The results will indicate the score and whether the applicant has met the required academic standard (and is "eligible" for admission).

Registering for the entrance tests does not replace applying for admission through your Local Authority for September 2026. All applications for admission and offers of places into Year 7 in 26/27 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.

Requests to take the 11+ test that are received between 2 September and 31 October 2025 will be considered late and applicants will be offered the opportunity to sit the late 11+ test in early December providing SWGS is included as one of the options on the common application form.

b) In-Year Admission at ages 11 to 15 - Years 7 to 11

Although the usual ages of admission are 11 and 16, students may be admitted into Years 7 to 11 when there are vacancies in a year group. Admission into Year 11 is by exception only and will only be offered if the current courses the student is studying can continue at SWGS with a seamless transfer of schools to ensure that the student is not disadvantaged in any way. All applications for admission for Years 7 - 11 are coordinated by Wiltshire Council (WC) in their capacity as the LA. For admissions during the academic year, all applicants applying for a school place must complete an in year transfer form, which should be returned directly to WC (<https://www.wiltshire.gov.uk/schools-learning-admissions-applying>)

In-year applications for years 7-11 can be made at any time and are considered by means of assessment tests carried out at the school. For entry into Years 7 – 9 these will be age standardised tests in English and Maths and for entry into Years 10-11, English, Maths and Science.

¹ For September 2026 entry, allocation of places will be on Monday 2nd March 2026.

In addition, parents must complete the SWGS Late Entry Test Registration Form which provides evidence for the application of the oversubscription criteria. Applications can be received at any point in the preceding year of the year a place is required, although students would be expected to take up the place offered at the beginning of the next term. There are 4 tests available during the school year, and these dates are available on the school website. The school will notify a parent in writing within 15 school days of receipt of the late entry test registration form of the date for the assessment of ability. To register for a late entry test please contact admissions@swgs.wilts.sch.uk.

An applicant may only complete an entry test once for entry into a particular year, but this entry is valid for the whole of that academic year. Applicants can only sit an 11+ test once. If the applicant has sat and not passed the 11+ test whilst in year 6 then they are not eligible to sit the late entry test for year 7.

The scores attained in the late entry tests are standardised taking account of the age of the candidate. On the basis of their test result students will be determined to have either met or not met the required academic standard.

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 appendix 1, will be applied and the remaining students placed on a waiting list for the remainder of the academic year.

7. Admission to the Sixth Form

The published admission number is 70. Seventy students (male and female) can be accepted into the Sixth Form from other schools in addition to those attending SWGS in Year 11, who achieve the Sixth Form entry requirements. Applicants must have attained at least a grade 5 in English Language or English Literature and have a "Best 8" GCSE points score of at least 48. Places in excess of the PAN may be offered at the Trustees discretion.

Applicants that are not taking GCSEs or do not hold GCSE certificates will be considered on an individual basis by the Governing Body. Applicants will be required to provide examination evidence that is equivalent to GCSE standards.

Each subject has its own entry requirements which are listed on the website. A separate booklet giving information about the Sixth Form is available on request.

Applications for a place in the Sixth Form are made directly to the school using the form called The Option Choices for Sixth Form. The closing date for applications is 15 January 2026. Although late applicants will be considered, subject availability may be restricted once the option process has begun. An offer of a place in the Sixth Form is subject to an applicant meeting the entry requirements of the Sixth Form, meeting the subject specific requirements for his/her chosen programme of study and the school being able to offer such a programme. A conditional offer of a place prior to the publication of an applicant's GCSE results will be given to any applicant who has the potential to meet these requirements. There is no guarantee that students will be able to study their preferred combination of courses. If a subject is oversubscribed, places are usually allocated according to the priority they have been listed on the application form.

Those who achieve the required grades and wish to take up the conditional offer must confirm in person or via a nominated individual by 2pm on Results Day. If you have not contacted SWGS by this time, then we will assume that you no longer require the place at SWGS and you will be withdrawn. Those who do not meet the grades initially, but on review of marking subsequently achieve the grades will be offered a place if available or added to a waiting list.

Current SWGS Students. Students who are currently at SWGS will be offered a place in Sixth Form providing they meet the general and subject specific requirements and have a valid programme of study.

Students new to SWGS. If more than 70 students (published admission number), in addition to those already studying at SWGS, achieve the entry criteria then the oversubscription criteria for entry into the sixth form, as detailed in appendix 1, will be applied. The remaining students found to have met the required academic standard for entry into the Sixth Form will be placed on a waiting list until the end of September 2026.

8. Admission to Years 7-11 for girls outside their normal year group

A pupil cannot usually be tested or accepted into a year group **above** the year group of students of her age unless:

- she has been taught in that year group in another school for at least 12 months
- she has an unqualified letter of support from her existing headteacher
- she achieves the academic standard in the admissions tests for the year group she wishes to join
- there is a place available in the year group.

A pupil cannot usually be accepted into a year group **below** her normal year group, unless:

- she was born between 01 April and 31 August (a summer born child) and started in reception year aged 5, in this case the applicant may be admitted into Year 7 at the same time as her peers with whom she progressed through primary school
- she has a medical condition that would deem it appropriate for them to be placed in a year group below their normal year group. In these cases, written evidence from a medical practitioner would be required. The merit of each case would be decided upon by an in-school panel comprising Headteacher, SENDCo, the school's SEND Specialist Teacher and a Trustee.

9. Withdrawal of offer

If the place is accepted, it must be taken up within 28 working days of the required admissions date on the original application form. Failure to do this would result in the offer of a place being withdrawn.

- Applicants looking for entry into year 7 in September 2026. If parents do not respond by the 15 March 2026, it will be assumed that the place offered has been declined.
- Applicants for entry into years 7 – 11 in 2026-27. Parents must accept the place offered within 14 calendar days or the place may be withdrawn.
- Applicants for entry into Sixth Form. Students must accept the place offered within 3 school days or the place will be withdrawn.

For entry into years 7-11, parents who have been offered a place at the school for their child will be asked to respond directly to the school to accept the place as well as following the procedures for the LA they reside in. If parents wish to decline the place, then they should inform the LA directly.

Providing false information on a child's main residence at the time of application may result in the offer of a place being withdrawn. For example, if a child's address is later discovered to be different to the address on record at the time, and on the basis of which, the offer of a school place was made to her, this may result in the offer of a place being withdrawn. Verification checks on application information will be undertaken.

10. Appeals

If a parent or student is dissatisfied with the outcome of the selection procedure, or by the refusal to offer a Grammar School or Sixth Form place, an appeal can be lodged against the decision of the School's Trustees to an independent appeals panel. These will take place under the arrangements as set out by the School Admissions Code (September 2021) and School Admission Appeals Code, 1 October 2022. An appeal form can be obtained from the school by emailing admissions@swgs.wilts.sch.uk for entry into years 7-11 or sixthform@swgs.wilts.sch.uk for entry into years 12 and 13. Appeals must be registered within 20 school days of the date you received notification of refusal of a place at SWGS.

When decisions are communicated about a place being refused, the decision is based on one of 2 grounds for appeals in years 7-11:

- (a) Selection – not achieving the required entry criteria
- (b) Resources – the capacity of the school

Both grounds can be appealed by parent/students.

For entry into Sixth Form where the child did not reach the specified entry requirements, any refusal will be based on whether the admission authority's decision that the child was not of the required standard was reasonable in light of the information available to it. In doing so, it must consider whether any process in place to consider such cases (for example, where a pupil had not been studying in England and therefore did not have GCSEs) was carried out in a consistent and objective way.

Appendix 1 – Over-Subscription Criteria

- a) Students with an EHCP where SWGS is named and have achieved the entry criteria will be admitted before all other oversubscription criteria.
- b) Eligible² students who are classed as a 'looked after child' or a child who was previously looked after but immediately after being looked after became subject to an adoption, child arrangements, or special guardianship order including those who appear [to the admission authority] to have been in state care outside of England and ceased to be in state care as a result of being adopted. 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).
- c)
- (i) Students who attract the Pupil Premium³ (or who were formally in receipt of the Pupil Premium if entering Sixth Form) and are living within catchment. Parents will be asked to provide evidence as part of the test registration process. Additional evidence may be sought by SWGS directly with the local authority or the child's current school.
 - (ii) Students who attract the Service Premium⁴ who have met the required academic standard. Parents will be asked to provide evidence as part of the test registration process. Additional evidence may be sought by SWGS directly with the local authority or the child's current school.
- d) Students who achieve the required academic standard who live in the schools catchment area. The address is the place where the child is permanently resident with her parent or parents or legal guardians. Further clarifications/requirements for this criterion are as follows:
- (i) In this context, "permanently resident" is defined as the child's only or main residence and is either owned or leased/rented by the child's parent(s)/guardian(s). Documentary evidence of residence not more than 6 months old may be required (e.g. the child's GP surgery and the parent's/guardian's recent utilities bill, bank statement or tenancy agreement, an Armed Forces Assignment Order or a solicitor's letter confirming the exchange of contracts on a property). If leased/rented by the child's parent(s)/guardian(s), then the lease/rental agreement must be for a term of at least 12 months without a break clause and applicants must have been resident at this address since 1 May 2025. The property owned or leased/rented is to be that in which the child and family live. Where families move to the area between 1 May and 31 October, special consideration will be given where it can be demonstrated that the move was for reasons unrelated to obtaining a place at the school.
 - (ii) Where a child lives with parents with shared responsibility each part of the week, the "home address" will be considered to be the address with which the child is registered with her GP (documentary evidence not more than 6 months old may be required) or 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).
- e) Students who attract (or who were formally in receipt if entering Sixth Form) the Pupil Premium³ who have met the required academic standard but are living outside catchment. Parents will be asked to provide evidence as part of the test registration process. Additional evidence may be sought by SWGS

² Eligible means achieving the academic standards required in the school's admission tests.

³ 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 by the Local Authority (in care) for one day or more, and those who have left local authority care through adoption, or via a Special Guardianship, Residence or Child Arrangements Order.

⁴ Service Premium children are children who have parents (i) who are currently serving in the UK regular armed forces (ii) or who have served in the UK regular armed forces at any time in the last six years (iii) or who have parents who died serving in the UK regular armed forces and are in receipt of a pension under the Armed Forces Compensation Scheme or War Pension Scheme.

directly with the local authority or the child's current school.

f) Students who have met the required academic standard and at the time at which the application for admission is made, reside with at least one parent or step-parent who is a contracted member of staff at the School and has been so for at least two years.

g) Students who achieve the required academic standard in order of nearness to school as the crow flies who live outside the catchment area and have a sibling (this refers to a sibling, half-sibling, adopted sibling, foster sibling or the child 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.

h) Other students who achieve the required academic standard by rank order nearness to school as the crow flies. This will be measured from the centre of the frontage of the school buildings in Stratford Road 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.