



Wallington County Grammar School

Admission Arrangements 2026/27

Wallington County Grammar School (WCGS) is an academy in the Greenshaw Learning Trust and the Greenshaw Learning Trust is the admissions authority for the school.

The admissions process is administered by the school in accordance with these Admission Arrangements, in accordance with and pursuant to the Admission Policy of the Greenshaw Learning Trust.

The Admission Arrangements is the responsibility of the Headteacher.

The arrangements were determined by the Board of Trustees at the Greenshaw Learning Trust on: 14 February 2025.

The Arrangements are due for review by: **summer term 2025.**

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1 Admission for entry to Year 7, September 2026

WCGS is a selective school for boys and accepts girls into the Sixth Form.

The school has a Published Admission Number of 150 for entry into Year 7 in September 2026. Places are allocated on the basis of ability.

In order to make a valid application, students will need to reach the WCGS combined qualifying standard from the Selective Eligibility Test (SET) and the Second Stage Test in order to be eligible to be considered for a place at our School.

The first stage entrance test is the SET which is run in conjunction with five other selective and partially selective schools in the London Borough of Sutton. The SET consists of a multiple-choice Maths and a multiple-choice English paper.

An on-line application form to sit the SET must be completed and submitted no later than midnight on 1 August 2025.

Please note there is an earlier deadline of 17 June 2025 for submission of requests for access arrangements for candidates.

All students will be invited to attend the SET if they complete the on-line application in full.

The SET will take place on Tuesday 16 September 2025.

Students who achieve the qualifying pass mark for WCGS in the SET will then be invited to sit a Second Stage Test.

The Second Stage Test will take place on Saturday 4 October 2025.

The Second Stage Test is run jointly between WCGS, Sutton Grammar School and Wilson's School. The Second Stage Test consists of a Maths paper and an English paper.

Students will be regarded as being of selective ability if they reach the combined qualifying standard from the SET and the WCGS Second Stage Test.

The total standardised score is made up of two fifths from the SET total score and three fifths from the Second Stage total score.

Success in the Entrance Examinations does not guarantee an offer of a place; the school's published oversubscription criteria will be applied to successful candidates.

WCGS is part of the London Borough of Sutton's Co-ordinated Admissions Scheme. Applications for admission to Year 7 at WCGS must be made in October of the year before admission for a place in Year 7, to the child's Home Local Authority on their Common Application Form, naming Wallington County Grammar as a preference on the form.

The Common Application Form (CAF) must be submitted to the child's Home Local Authority no later than 31 October.

Applications must be made by the Parent. Parent refers to the person with 'parental responsibility' for the child or the child's designated carer. Where the applicant is not the natural birth parent this should be indicated on the application form.

1.1 EHCP

Students with an Education Health Care Plan that names the school and meet the combined qualifying standard from the SET and the WCGS Second Stage Test will be allocated a place before other applicants are considered.

In this way, the number of places offered, as set out below will be reduced by the number of children with an EHCP that has named the school and met the school's admission criteria.

1.2 Oversubscription criteria

In the event that the number of eligible applications exceeds the number of places available, the following oversubscription criteria will be applied.

Priority 1: Looked After Children

Priority for Looked After Children or children who were Previously Looked After who meet the combined qualifying standard from the SET and the WCGS Second Stage Test.

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)

Priority 2: Children of permanent members of staff

Priority for children of permanent members of staff of the school who meet the combined qualifying standard from the SET and the WCGS Second Stage Test where;

- The member of staff has been employed at WCGS for two or more consecutive years at the time at which the application for admission to the school is made; or
- The member of staff has been recruited to fill a vacant post for which there is a demonstrable skill shortage

Priority 3: Entrance Test

Students will be regarded as being of selective ability if they reach the combined qualifying standard from the SET and the WCGS Second Stage Test.

Places will be allocated in rank order of performance.

The total number places allocated under Priority 1, 2 and 3 will not initially exceed 110.

Priority 4: Pupil Premium

Up to 25 places are available for students who meet the combined qualifying standard from the SET and the WCGS Second Stage Test and who are eligible for Pupil Premium through their current school at the time of the deadline for the Common application Form (31st October).

If your child is successful in reaching the qualifying pass mark for WCGS in both the first and second stage entrance tests, parents/carers will be asked to provide supporting documentation from their son's primary school in the form of a letter or email.

The supporting evidence is only required after it has been confirmed that your son reached the school's qualifying pass mark of the tests. This allows applicants to then be considered for a place under this additional admission criteria. If in doubt, parents should contact the school's Admission Officer for guidance and support.

Places are allocated in rank order of performance. Any unfilled places under this priority on National Offer Day and thereafter will be filled by priority 3.

Priority 5: Sutton Postcodes

Up to 15 places are available for students who meet the combined qualifying standard from the SET and the WCGS Second Stage Tests where the permanent home address at the closing date for applications (31 October) is one of the following postcodes: **SM1, SM2, SM3, SM4, SM5, SM6, SM7, KT4 8--, CR0 4--, and CR4 4--**.

Places are allocated in rank order of performance. Any unfilled places under this priority on National Offer Day and thereafter will be filled by priority 3.

The address on the application must be the child's permanent place of residence. The address will normally be the parents' address. It should not be a business or carer's/childminder's address. It should also not be a relative's address unless the child lives at that address as their normal place of residence. Parents must not use a temporarily rented address to secure a school place for their child if they still possess or rent a property previously used as a home address. Nor will a temporary address be accepted if we believe that the temporary address is being used solely for the purpose of obtaining a school place when an alternative address is still available to that child.

Where a child lives with parents with shared parental responsibility, each for part of a week, the address where the child lives is determined using a joint declaration from the parents stating the pattern of residence. If a child's residence is split equally between both parents, then parents will be asked to determine which residential address should be used for the purpose of admission to the school.

If no joint declaration is received by the closing date for applications, then if the residence is not split equally between both parents, the home address will be determined to be the address where the child spends the majority of the school week; if residence is split equally between both parents the home address will be determined to be the address where the child is registered with the doctor. However, all evidence will be taken into account.

All school admission applications for school places are subject to address checks to ensure school places are allocated fairly and in accordance with published admission arrangements. These checks

will be conducted by the home Local Authority. Where a fraudulent address or an address of convenience are found to have been used, the application and any subsequent offer may be withdrawn.

Applicants living outside of England may submit an application if they have a linked address within the Local Authority area, and documentary evidence must be supplied to show they will return to the address prior to the September of the year of entry; this address must not be an address of convenience. Where a linked address is not available the overseas address will be used to determine the home to school distance.

For families of service personnel with a confirmed posting to the area, or crown servants returning from overseas to live in the area, who do not currently live in the area, a Unit postal address or quartering area address will be used as the home address, provided that the application is accompanied by an official letter that declares a relocation date and the address.

1.3 Tie Breaker

In the event two or more applicants have the same rank order and where the admission would exceed the number of places available, places will be allocated in the order of the home to school distance measured in a straight-line distance between the centre of the property and the front entrance of the school as determined by the London Borough of Sutton's Geographical Information System.

Where two or more applicants share priority for a place, e.g. where two children live equidistant from the school and there is only one place remaining, the child to be offered a place will be selected by the drawing of lots. Lots will be drawn by a senior officer of the Greenshaw Learning Trust Shared Service who is independent of the school's admissions process.

2 Applications for students outside of the normal age group

Students are normally educated in school with others of their age group. However, parents may request that their child is exceptionally admitted to an age group outside of the child's actual age.

Parents should provide supporting documentation at the time of registering for the SET, specifying why admission out of the normal year group is being requested.

The decision will be made based on whether or not the child's circumstances make this appropriate, taking into account the child's individual needs and abilities and considering in which year group these needs can best be met. Such requests will only be agreed in exceptional circumstances.

Decisions will be made on the basis of the circumstances of each case and in the best interests of the child concerned. This will include taking account of the parent's views; 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; and whether they may naturally have fallen into a lower age group if it were not for being born prematurely.

Parents may wish to include evidence of the child's circumstances which make education outside the age group necessary. Evidence must be of the individual child's need, rather than general factors which relate to a wider group of children born at a similar time.

The decision will be made by the SET consortium of schools. The decision will be communicated to the parent prior to the SET date. The SET can only be taken once; therefore, an out-of-date range candidate cannot sit the test a second time.

3 Notification and Acceptance of Offers

Notification of offers for admission to Year 7 will be sent to parents by their home Local Authority. Offers are made by the home Local Authority on or about 1 March.

Written acceptance of the offer of a place must be sent to the Local Authority to be received by the closing date as stated in the offer letter.

An offer found to have been gained fraudulently will be withdrawn. This may also be the case after the child has started at the school.

3.1 Waiting lists

Students eligible to be considered for a place at WCGS who have not been offered a place and have listed the school as a higher preference than the place offered, will be placed on a waiting list until the end of December after his first term in Year 7 at Secondary school.

The ranked waiting list will be prioritised according to the school's oversubscription

After National Offer Day if a place becomes available in Year 7 between March 2026 and December 2026, the next eligible student on the ranked waiting list will be offered the place without having to sit a further Entrance Examination.

The waiting list will be cancelled on 31st December 2026.

Parents/carers wishing their son to be considered for a future vacancy must make an In-Year application via Sutton council website.

4 In-Year Admissions

WCGS is part of Sutton Council's Co-ordinated Admissions Scheme for In-Year Admissions. To apply for a place at Wallington County Grammar outside of the normal round for admissions, parents should complete the In-Year application form provided by Sutton Council.

All applicants will be placed on an **un-ranked** waiting list.

Where a vacancy arises in the required year group ALL students on the **un-ranked** waiting list will be invited to the school to sit an entrance test.

Entrance Test papers will only be created if a vacancy arises and will be based on the content covered in mathematics and English for the relevant year group.

All students must reach the school's pass mark from any In-Year Entrance Examination in order to be considered for a place.

Success in any In-Year Entrance Examination does not guarantee an offer of a place.

Places will be allocated as follows:

Students with an Education Health Care Plan that names the school will be given priority if they meet the required pass mark in the In-Year Entrance Examination.

Priority 1: Looked After Children

Priority for Looked After Children or children who were Previously Looked After.

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)

Priority 2: Entrance Test

In rank order of performance.

Tie Breaker

In the event two or more students have the same rank order and where the admission would exceed the number of places available, preference will be given to students who are eligible for Pupil Premium through their current school at the time of the Entrance Test.

Thereafter, places will be allocated in the order of the home to school distance measured in a straight-line distance between the centre of the property and the front entrance of the school as determined by the London Borough of Sutton's Geographical Information System.

Where two or more applicants share priority for a place, e.g. where two students live equidistant from the school and there is only one place remaining, the student to be offered a place will be selected by the drawing of lots. Lots will be drawn by a senior officer of the Greenshaw Learning Trust Shared Service who is independent of the school's admissions process.

Where it is not possible for the school to offer a place to a student who has attained the In-Year Examination pass mark, the student will be held on a ranked waiting list until the end of the academic year.

Students who do not reach the required pass mark will not be considered for a place at the school for the remainder of the academic year.

It is not possible for students to sit an Entrance Examination more than once in any academic Year.

Waiting List

At the end of the Academic Year all In-Year waiting lists are cancelled.

Parent/carers with students in Years 7 to Year 10 will be contacted during the summer term with instructions on how to transfer their child to the In-Year waiting list for the following academic year should they wish to do so.

5 Sixth Form

WCGS has 175 selective places available in Year 12 for both male and female applicants. A minimum of 25 external places will be offered, however, this is more likely to be in the region of 35 – 50 places if any existing Year 11 students do not progress to Year 12.

BTEC qualifications as a GCSE equivalent or GCSE Short Courses will not be accepted.

The minimum academic attainment required for entry into the post-16 is 8 GCSEs.

- 3 of which are a minimum of Grade 7, and
- 3 of which are minimum of Grade 6, and
- 2 of which are a minimum of Grade 5, and
- To have achieved a minimum of Grade 4 in Mathematics and English Language.

For details on how to apply and course entry requirements please refer to our website [here](#)

Internal applicants who meet the minimum academic attainment for entry to Sixth Form will be admitted.

International students should contact UK ENIC at www.enic.org.uk for statement of comparability to give official approval that the qualifications taken overseas are of the equivalent standard and can be converted to GCSE grades by the Senior Leadership Team at WCGS to give an indicative Average Point Score and to be placed into the ranked order of all external applicants.

External applicants wishing to apply for Sixth Form who meet the minimum entry requirements should complete an online application form via the school's website [here](#) on GCSE results day in August until the end of the following-day.

All external applications will be ranked by Average Point Score of a students' top 8 GCSEs and places will be offered in accordance with the Admissions Criteria detailed below.

External applicants may apply after the Monday following GCSE results day; however, this will be classed as a 'late' application. All late applications will be ranked by Average Point Score when they are received.

Any further offers for Sixth Form will be made to the applicant with the highest Average Point Score regardless of when they applied.

Students who are eligible to be considered for a place at Sixth Form who have not been offered a place will be placed on a waiting list ranked by Average Point Score.

Unsuccessful external students will be notified in writing of the outcome by the third week of the academic year.

Applications for students outside of the normal age group (Sixth Form)

If an applicant is out of the normal date range for the intake of students for that chronological year, supporting documentation must be provided no later than 2 months prior to an application for Sixth form specifying why admission out of the normal year group is being requested.

The decision will be made based on whether or not the child's circumstances make this appropriate, taking into account the child's individual needs and abilities and considering in which year group these needs can best be met. Such requests will only be agreed in exceptional circumstances.

Decisions will be made on the basis of the circumstances of each case and in the best interests of the student concerned. This will include taking account of the parent's views; information about the student'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; and whether they may naturally have fallen into a lower age group if it were not for being born prematurely.

Parents should include evidence of the child's circumstances which make education outside the age group necessary. Evidence must be of the individual student's need, rather than general factors which relate to a wider group of children born at a similar time.

The decision will be made as a joint decision of the Greenshaw Learning Trust Head of Admissions and the school's Headteacher.

Sixth Form Oversubscription Criteria for External Applications

In the event two or more students have the same rank order and where the admission would exceed the number of places available, the following oversubscription criteria will be applied.

Priority 1:

Priority for Looked After Children or children who were Previously Looked After.

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)

Priority 2: Pupil Premium

Students who are eligible for Pupil Premium through their current school at the time of their GCSE examinations.

Priority 3: Distance

Home to school distance measured in a straight-line distance between the centre of the property and the front entrance of the school as determined by the London Borough of Sutton's Geographical Information System.

Tie Breaker

Where two or more applicants share priority for a place, e.g. where two students live equidistant from the school and there is only one place remaining, the student to be offered a place will be selected by the drawing of lots. Lots will be drawn by a senior officer of the Greenshaw Learning Trust Shared Service who is independent of the school's admissions process.

6 Appeals

Parents have a statutory right of appeal against the decision not to offer a place at a school, under the School Standards & Framework Act 1998.

For entry to Year 7, appeals cannot be lodged until after National Offer Day (1 March).

If a student is refused admission to the Sixth Form, parents and the student have the right to appeal either jointly or separately; if an appeal is lodged by both, both appeals will be heard together.

Appeals will be heard by an Independent Appeal Panel established by the Greenshaw Learning Trust to hear the appeal. The panel will decide whether to uphold or dismiss the appeal. Where a panel upholds the appeal, the school is required to admit the child.

Appeals for entry in September 2026 must be received by **Friday 17 April 2026** at the latest if these are to be heard by the Independent Appeal Panel by Monday 22 June 2026. Appeals received after **Friday 17 April 2026**, where possible, will be heard by Monday 22 June 2026; however, this will depend on the date the appeal is lodged and cannot be guaranteed.

Further information on how to lodge an appeal can be found [here](#)