

CHURSTON FERRERS GRAMMAR SCHOOL
Admissions Policy for admission to Year 7 in September 2019

INTRODUCTION

Churston Ferrers Grammar School is a co-educational grammar school with Academy Status. As an Academy the Governing Body has responsibility for admission to the school. For the academic year 2018-2019 Governors have a Planned Admission Number of 150 in Year 7.

ADMISSIONS

Admission to the school is based on academic ability and requires the pupil to have demonstrated suitability for a selective education through a number of tests.

OPEN DAY

An Open Day and Evening is held in the last week of June (28th June 2018) during which the admissions procedure will be explained and parents will have the opportunity to tour the school and to ask for further information.

Parents who are unable to take advantage of the open day are welcome to make contact with the Admissions Officer at any time and individual tours may be arranged by prior appointment (where practical).

APPLICATIONS

Parents wishing their child to take the test at Churston on 15 September 2018 must complete the Registration Form issued by the School and return it by 7th September 2018.

AGE OF APPLICANTS:

Candidates will be in Year 6 at the time of taking the test:

(Applicants for September 2019 will be born between 1 September 2007 and 31 August 2008)

Candidates qualify to take the tests by virtue of his or her chronological age not the year of their school placement.

Applications to take the tests outside of the chronological year should be submitted at the same time as the registration form and be supported by a letter from the Head Teacher of the candidate's Primary School.

The final decision rests with Churston Ferrers Grammar School who will need to be assured that the out of year application is in the best educational interests of the child and justified academically. Permission will normally be given if the child is being tested with the cohort with whom they are being taught in primary school. Should permission be refused clear reasons will be given in writing.

Should it be agreed that the tests can be taken a year early it needs to be clearly understood that a second attempt cannot be made the following year. No child can take the tests twice for whatever reason.

TESTING ARRANGEMENTS

The test is taken on Saturday 15 September 2018 and is supervised by staff from the school.

The tests will comprise:

Test	Time
CEM 1	9.00 – 10.00
<i>Break</i>	<i>10.00 – 10.15</i>
CEM 2	10.20 – 11.20

CEM Tests will be marked externally in accordance with their regulations.

Children who are unable to take the tests on either of these dates, due to illness or other commitments will be offered the opportunity to take the tests at a later convenient date. (2 October 2018)

NOTIFICATION OF GUIDANCE

Guidance letters will be issued on 18 October 2018 indicating whether, on the basis of the child's performance in the 11+ examinations, a selective education is appropriate to his or her academic ability.

At this stage of the process this will not be an offer of a place at a selective school – it will give an indication of whether an application is likely to be successful.

Guidance will be given whether the scores achieved would be likely to gain a place at each of the selective schools in Torbay.

Parents must apply for a school place using a Common Application Form from the Local Authority in which they live (deadline 31 October). They can make up to three choices ranked in order of their preference.

PLANNED ADMISSION NUMBER

The school has 150 places available. Candidates who choose to apply to the school will be ranked using the following criteria.

CATEGORY A

Candidates in this category will have a CEM score equal to or higher than the 130th ranked candidate

These students will be ranked by their total CEM score alone.

CATEGORY B

Candidates in this category will have a CEM score which places them in the range between the 131st ranked candidate and the 180th

The following children will be admitted first on condition that they satisfy the criteria to qualify for Category B.

1. Children who have an Education, Health and Care Plan, where Churston Ferrers Grammar School is named on that statement.
2. Children in care or adopted children
3. Children in receipt of Free School Meals or Pupil Premium at the time of the test
4. Children of staff working at the school at the time of the test (subject to meeting the criteria in the Admissions Code)

The remaining places available will be prioritised according to the CEM score

If it proves impossible to discriminate between candidates on the basis of the above criteria, those students living closest to the school will have priority. The shorter distance is afforded the higher priority. Distance will be measured from the entrance to the home address to the nearest official entrance of the school on a straight-line basis.

CATEGORY C

Candidates with a CEM score lower than the 180th candidate will be ranked by CEM score

ALLOCATION OF PLACES

At the conclusion of the allocation process the Local Authority will be sent a ranked list of the children. The Local Authority will be responsible for advising parents of the school allocated.

POST ALLOCATION

Parents may contact the school to explain why it has not been possible to offer a place.

Parents have the right to appeal against this decision to an Independent Panel, whose decision is binding on the parents and the school.

Application should be made to the Democratic Services Department of Torbay Local Authority. The School can assist with contact information

TIMETABLE FOR ADMISSION FOR YEAR 7 IN SEPTEMBER 2019

28 June 2018	Open Day and Evening at the School
7 September 2018	Deadline for receipt of the Registration Form by the School.
Saturday 15 September 2018	11+ test
2 October 2018	Test arranged for children unable to take the examination in September
18 October 2018	Guidance letters posted to parents
31 October 2018	Deadline for receipt of the Common Application Form by the Local Authority.
January 2019	Admissions Panel meets to determine the rank order of candidates
1 March 2019	Local Authority advise parents of results
April 2019	Deadline for parents to submit an Appeal Request to Torbay LA Democratic Services
Summer Term 2019	Independent Appeals Panel meets to discuss Parental Appeals

Adopted by the Full Governing Body 28 November 2017, next review due November 2018.