

PROPOSED DEVONPORT HIGH SCHOOL FOR GIRLS ADMISSION CRITERIA:

The admission arrangements outlined within this document apply to admissions to Devonport High School for Girls from the 2013/14 academic year. Devonport High School for Girls is a grammar school.

(I) Normal point of entry

Grammar schools select pupils through academic ability and all candidates will be required to participate in the 11-plus examination.

Places will be allocated according to highest score attained. To determine this, the results of the two 11-plus tests will be added together and candidates will be placed in descending rank order according to score attained. Places will be allocated to the highest performers for each school to the 120th place (each school will accept 120 pupils) taking into account the parent's ranked preference. Places will be allocated under the equal preference scheme which means that a place will only be allocated at a grammar school if:

- (i) the candidate qualifies on score and is therefore considered as eligible; and
- (ii) it is not possible to offer a place at a school ranked higher by the parents on their application form.

Should it be necessary to distinguish between candidates with identical aggregate scores, the following criteria apply in order of priority:

- a) A looked after girl - A 'looked after child' or a child who was previously looked after but immediately after being looked after became subject to an adoption, residence, or special guardianship order. 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);
- b) Girls whose home address is nearest the preferred school. Measurements are taken by a straight line on a map using the Council's electronic mapping system – the shorter the distance the higher the priority. Measurement points will be from an internal point of the building concerned (usually the visual centre of the building). Flats are therefore taken to be the same measurement point regardless of floor of the location. In the event of there still being a tie, there will be a random ballot using an electronic random number generator.

Candidates not allocated a place will automatically be placed on a waiting list which will be ranked by test score attained. The waiting list will be maintained up until 31 August 2014. Should a vacancy become available, the place will be offered to the next girl on the list.

From 1 September 2014 the in-year admissions criteria will apply and parents will be invited to join the in-year waiting list if they are eligible to do so. Only candidates whose 11-plus test score is not more than two marks below the final 'cut-off' score for the relevant school will be invited to join the in-year waiting list. Parents/carers will then be invited to rejoin that waiting list by completing a form each term. If the Council does not receive a form within the specified timescale, the candidate's name will be removed from the waiting list.

Notes where an applicant has qualified for a place:

Home address: any allegations received by the admission authority of people providing false or accommodation addresses when applying for school places shall be fully investigated and, if found to be true, allocated places may be withdrawn, as appropriate. Oversubscribed schools are advised to ask parents to provide proof of residence (for example utility bills) before admitting the child.

The local authority (LA) will also carry out checks as appropriate. A child's home address is defined as the address at which the child is normally resident or, where a child lives at more than one address, the address at which the child lives for the majority of the time. Where the home address is unclear, the Admission Authority will determine the appropriate address taking into account factors such as the address to which the Child Benefit Allowance or Child Tax Credit is payable, registration for medical services etc.

Definitive tie-breaker: in the event of there still being a tie, there will be a random ballot using an electronic random number generator.

(II) In-Year admission arrangements

Pupils seeking admission to a grammar school are required to qualify for a place under the Council's late selection procedure. Vacancies in the grammar school rarely occur. Girls who wish to be considered for such a vacancy will need to be assessed as grammar ability. In most cases, this will involve participation in the late selection test procedure which involves participation in an examination. Further details are available from the School Admissions Team. Girls who are judged to be of grammar ability but for whom a place is not available may join a waiting list for a place.

Parents will be asked to reaffirm their wish to remain on the waiting list on a regular basis.

Priority 1 A looked after child;

Priority 2 Siblings at the grammar school at the time of admission;

Priority 3 Others on distance between home and school measured by a straight line on a map using the City Council's electronic mapping system (that is, the shorter the distance, the higher the priority). Measurement points will be from an internal point of the building concerned (usually the visual center of the building). Flats are therefore taken to be the same measurement point regardless of floor or location. In the event of there still being a tie, there will be a random ballot using an electronic random number generator.

Exceptions – where an applicant has qualified for a place, overriding priority may be given in the following cases:

1. A child whose special education needs (SEN) statement names the parent's preferred school shall be admitted to that school;
2. On exceptional medical or social grounds, for example; a serious medical condition, which can be supported by medical evidence; the recent death of a parent; a significant caring role for the child which can be supported by evidence from Social Services. Parents/carers or their representative will have to demonstrate that only the preferred school can meet the exceptional medical or social needs of the child. This can be in the form of a testimony from a medical practitioner, social worker or other professional who can support the application on an 'exceptional' basis;
3. Admission of pupils who meet the criteria of the Fair Access Protocol for example;
 - s/he has moved to the City and has a record of significant attendance or behavioural difficulty, as evidenced by truancy, exclusion or serious criminal offending, or
 - s/he has a SEN statement predominantly related to significant EBD (emotional and behavioural difficulties), or

- her/his previous placement has broken down irretrievably for significant attendance or behavioural reasons, including permanent exclusion, or
- s/he is re-integrating from EOTAS (education other than at school) to mainstream provision.

Notes where an applicant has qualified for a place:

Home address: any allegations received by the admission authority of people providing false or accommodation addresses when applying for school places shall be fully investigated and, if found to be true, allocated places may be withdrawn, as appropriate. Oversubscribed schools are advised to ask parents to provide proof of residence (for example utility bills) before admitting the child. The local authority (LA) will also carry out checks as appropriate. A child's home address is defined as the address at which the child is normally resident or, where a child lives at more than one address, the address at which the child lives for the majority of the time. Where the home address is unclear, the Admission Authority will determine the appropriate address taking into account factors such as the address to which the Child Benefit Allowance or Child Tax Credit is payable, registration for medical services etc.

Looked after child: a 'looked after child' or a child who was previously looked after but immediately after being looked after became subject to an adoption, residence, or special guardianship order. 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).

Sibling: children are siblings if they are a full, half, step, or adoptive brother or sister, and live in the same family unit and household.

Tie-breaker: where we have to choose between two or more children in the same category as each other, then the nearer to the school the child lives – as measured by a straight line on the map - the higher the priority. Measurement points will be from an internal point of the building concerned (usually the visual centre of the building). Flats are therefore taken to be the same measurement point regardless of floor or location. In the event of there still being a tie, there will be a random ballot using an electronic random number generator.

(III) Sixth form admission arrangements

The admission arrangements outlined within this document apply to admissions to Devonport High school for Girls sixth form from the 2013/14 academic year.

Where a school operates a sixth form, students are normally accepted from other school bases as long as the school has capacity and the applicant meets the relevant admission criteria. Each school will have a different application timetable and number of places to offer. Applications should be made direct to the school.

The number of students who have applied for each course will need to be taken into account, meaning that extra students can sometimes be accommodated over the admission number if the student's chosen course is not full.

The admission arrangements apply equally to those seeking admission from year 11 within the school to those seeking transfer from other schools. All those seeking admission to Year 12 must achieve the necessary grades for access onto the courses they have chosen.

Any student refused the offer of a place in Year 12 has the right of appeal to an independent appeals panel.

Where the number of eligible external applicants for a course of study exceeds the places available then admission will be determined in accordance with the following priority of admission criteria:

1. Looked after children;
2. Students considered by the College to have exceptional social or medical needs (see exceptions below);
3. Students with siblings at the College at the time of admission;
4. Any other student.

Exceptions will be made as follows:

- A child whose Special Education Needs (SEN) Statement names the parent's preferred school will be admitted to that school.
- Priority may be given to the admission of a child for whom exceptional medical or social justification is demonstrated. This could include for example:
 - a serious medical condition, which can be supported by medical evidence;
 - the recent death of a parent;
 - a significant caring role for the child which can be supported by evidence from Social Services.

Parents/carers or their representative will have to demonstrate that only the preferred school can meet the exceptional medical or social needs of the child. This can be in the form of a testimony from a medical practitioner, social worker or other professional who can support the application on an 'exceptional' basis.

Notes:

False or misleading applications: Where the School/College has made the offer of a place in Year 12 on the basis of a fraudulent or intentionally misleading application which has effectively denied a place in the sixth form to a pupil with a stronger claim, the offer of a place will be withdrawn.

Home address: any allegations received by the admission authority of people providing false or accommodation addresses when applying for school places shall be fully investigated and, if found to be true, allocated places may be withdrawn, as appropriate. Oversubscribed schools are advised to ask parents to provide proof of residence (for example utility bills) before admitting the child. The local authority (LA) will also carry out checks as appropriate. A child's home address is defined as the address at which the child is normally resident or, where a child lives at more than one address, the address at which the child lives for the majority of the time. Where the home address is unclear, the Admission Authority will determine the appropriate address taking into account factors such as the address to which the Child Benefit Allowance or Child Tax Credit is payable, registration for medical services etc.

Looked after child: a 'looked after child' or a child who was previously looked after but immediately after being looked after became subject to an adoption, residence, or special guardianship order. 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).

Multiple births: defined as children of multiple birth (including those born within the same academic year cohort). We understand that parents/carers would like to keep twins, triplets and other children of multiple birth together. Where the admission criteria is applied and it is not

possible to offer places to all children of the same multiple birth family we would work with the family to find the best solution for them and their children. Should it transpire that it is not possible to offer place(s) to all children within that multiple birth, the parent will be invited to nominate which child should be allocated the place(s).

Siblings: children are siblings if they are a full, half, step, or adoptive brother or sister, and living in the same family unit and household.

Tie-breaker: where we have to choose between two or more children in the same category as each other, then the nearer to the school the child lives - as measured by a straight line on the map using the City Council's electronic mapping system - the higher the priority. Measurement points will be from an internal point of the building concerned (usually the visual centre of the building). Flats are therefore taken to be the same measurement point regardless of floor of location.

Definitive tie-breaker: in the event of there still being a tie, there will be a random ballot using an electronic random number generator.

Timetable for application:

School name	Year 12 PAN (excluding those transferring from the schools own Year 11).	Application date	Normal notification date	Late applications accepted until
Devonport High School for Girls	30	By 18 January	Notification will normally be made by the end of term four in which the academic year of admission falls	Late applications will be considered up to the end of August