

Townley Grammar School

Admissions Policy 2013-14

Townley Grammar School became an Academy on 1 January 2012 and is therefore the admissions authority for the school from that date.

Admissions to years 7 and 12 in September 2012 will be undertaken in accordance with the policy determined by the London Borough of Bexley in April 2011.

This policy will apply to admission to years 7 and 12 in September 2013 - and for all other admissions from 1 April 2012.

Townley Grammar School is a former maintained grammar school designated as such under section 104 of the School Standards and Framework Act 1998 and the Education (Grammar School Designation) Order 1998. As such it is permitted to continue to select its intake by reference to ability.

Townley Grammar School wishes to retain a shared approach with the other grammar schools in Bexley to testing pupils. The governors are clear that as far as possible the number of tests sat by pupils should be minimised. But the governors are concerned that the current arrangements in place in Bexley have resulted in the school failing to fill all the year 7 places it has available in both 2010 and 2011; because insufficient pupils have been “deemed selective” by the borough. The Governors believe that girls who could thrive in a grammar school environment have been denied that opportunity as a result of the current arrangements.

Points applying to all admissions

The school will admit pupils who have a statement of special educational need naming the school provided that the school has agreed that it can meet that child’s needs and therefore consented to be named.

The school will agree to consider an application for a place for a statemented pupil only if she (or he, for sixth form) has reached the same selective standard as other students offered places, identified separately below for year 7 and sixth form.

In all cases where an application for a place at a school is unsuccessful the parent will have the right of appeal. That appeal will be heard by an Independent Appeal Panel commissioned by the school.

If false or misleading information is used to gain entry to the school, the place may be withdrawn.

Applications for year 7 admission will be coordinated by the London Borough of Bexley. All other applications will be handled directly by the school.

Year 7 admission arrangements

Girls are eligible for admission to year 7 in the September following their 11th birthday (for admission in September 2013 that is girls born between 1 September 2001 and 31 August 2002 inclusive). The school will accept applications from girls who are no more than one year younger (that is they were born no later than 31 August 2003) provided that they are already in year 6 at a primary school and the school confirms that they are working successfully in that group.

The school’s admission number is 210.

In the first allocation of places, the school will consider only applicants “deemed selective” by the London Borough of Bexley - using arrangements published by them. At this stage, girls with a statement of special educational needs will be considered only if they reach that standard.

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If there are fewer than 210 such applicants, all will be admitted.

Where there are more applicants than places available, after the admission of pupils with Statements of Special Educational Need which name the school, priority for admission will be given to those children who meet the criteria set out below, **in this order**:

1	Children in Public Care (Looked after children) or children who were previously looked after but immediately after being looked after became subject to an adoption, residence or special guardianship order. (Looked after children are children who are in the care of the local authority as defined by section 22 of the Children Act 1989. A child is considered to be a looked after child for school admissions purposes only if the local authority confirms he or she will be in public care at the time of admission to school.)
2	Girls identified by the London Borough of Bexley as achieving one of the highest 180 scores in the selection tests and who apply for a place at Townley Grammar School (In practice, all applicants in this category will be offered their first preference school).
3	Girls who will have a sibling attending the school at the time of application. For this priority, sibling includes a full brother or sister, adopted brother or sister, or step/ half brother or sister living at the same address.
4	Distance from school with priority given to pupils living nearest to the school based on the distance from home to school measured along the shortest walking route by public highway and lighted footpath considered appropriate by the London Borough of Bexley. The distance will be measured from the front door of the home address to the pupil entrance using the Council's computerised GIS system. Home will be taken as the child's home address at the time of allocation, that is the address at which the child lives with the parent or legal guardian who is also the main carer, defined as the parent eligible to receive child benefit and/or child tax credit.

Where a tie break is necessary - because two or more applicants live at an equal distance from the school as measured under criterion 4, the girl with the highest aggregate score in the selection test will be offered the place. In the event that two or more girls living at an equal distance from the school have the same aggregate score, random allocation will be used.

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Further allocations

The governors of Townley Grammar School take the view that applicants whose overall aggregate score in the Bexley tests is on or above 215 (the “cut-off point”) have reached a standard which is suitable for a grammar school.

If places remain available at Townley Grammar School after all girls “deemed selective” by the London Borough of Bexley have been offered places, the Governors will offer places to girls who have expressed a preference for Townley Grammar School in descending order of the aggregate score achieved in the Bexley selection tests - down to those who score 215. Applicants who score below 215 will not be considered. Within each aggregate score priority will be given to girls with a statement of special educational need achieving that score and then according to oversubscription criteria 1 (LAC), 3 (sibling) and 4 (distance) above, in that order, using the tie break described above where necessary.

For this reason, parents of girls not deemed selective but who achieve an aggregate score of 215 and above in the Bexley test, may name Townley as a preference on their home authority common application form if they wish to be considered for a place at this stage.

Waiting lists

All applicants for Townley Grammar School who are not offered a place - and any late applicants - will be placed on the school’s waiting list in the order of the criteria set out above - including the criteria for further allocations. If places become available before the start of the year they will be offered in order according to the child’s place on the waiting list. Townley Grammar School will hold a waiting list throughout the first term of year 7 and will offer places from that list if vacancies become available. Beyond that point, applications will be considered using the in-year applications process set out below.

Entry to the Sixth Form

The school has an expected total number of 500 places available in the sixth form.

All Townley year 11 students who wish to transfer to the sixth form may do so provided they meet the entry requirements set out below.

The minimum number of places available for external candidates joining Year 12 is 50. If the school receives applications from appropriately qualified candidates which it can accommodate within teaching groups it may exceed that number.

The requirement for entry to the Sixth Form is 7 A*-C grades, which must include English, Mathematics and Science and an average point score of at least 45.

In addition all students are required to have at least B grades and above in the subjects they intend to study in the sixth form, except Science, Mathematics and Modern Foreign Languages which require a minimum of an A grade at GCSE in the subject.

The points score is based upon the current point system for GCSE full and short courses as follows:

	Points	
	Full Course	Short Course
A*	58	29
A	52	26
B	46	23
C	40	20
D	34	17
E	28	14

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If there are more applicants achieving the required standard than places available, after the admission of pupils with Statements of Special Educational Need which name the school, priority for admission will be given according to oversubscription criteria 1 (LAC), 3 (sibling) and 4 (distance) above, in that order.

In-year admissions process

This element of the policy applies to admissions from January of year 7 to the beginning of year 10. The school does not normally offer places after the beginning of year 10 or in year 11 - other than to girls who have moved into the area and cannot continue to attend their previous school.

Townley Grammar School will participate in the Fair Access Protocol in Bexley and where required to do so will offer a place through that process ahead of any other applicant on the school's waiting list.

Parents who wish their daughter to be considered for in-year admission may apply at any time but places will only become available in a year group if the number of students on roll in that year group falls below 210.

On receipt of an application from a girl who has moved into the area and cannot continue to attend her previous school, Townley Grammar School will arrange a selection test. In this way the school seeks to support these applicants with information about their daughter's possible suitability for a grammar school place. Where parents wish to apply as a result of a change of address, which means that their daughter can no longer attend her current school, applications will be accepted no more than 6 weeks in advance of the move. If a place can be offered, the school will need to see evidence that the move has completed before the place can be taken up.

Otherwise, tests will only be arranged when a vacancy becomes available in a year group.

On any occasion when tests are held, the school will invite all those who have applied for places in that year group to sit the tests. Applicants who achieve the required standard in the test will be placed in rank order of the aggregate score. Any vacancy will be offered to the girl with the highest score. In the event that there are two or more applicants with the same score, the place(s) will be offered on the basis of criteria 4 above (distance).

Girls will be tested only once during any school year. The names of those achieving the required standard will be added to an in-year waiting list - kept in rank order of the aggregate score, and within each score on the basis of criteria 4 above.

If further vacancies become available, any further applicants who have applied since the last test will be invited to sit selection tests. Applicants who achieve the required standard in the test will be added at the appropriate place on the in-year waiting list - according to their score and criteria 4 above. Places will then be offered from the waiting list.

In-year waiting lists will not transfer from one year group to the next. Any parent who wishes their daughter to be reconsidered for a place in a subsequent year must reapply.

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Selection tests for in-year applicants

The school will provide details of the tests when applications are made. They are likely to be tests taken on a computer.

If any special arrangements are required for an applicant to take the tests they must be requested in writing when the invitation to attend the test is accepted, including details of what is required and confirmation either from the applicant's current school that these arrangements have been accepted, or from the applicant's primary school that they were accepted for KS2 tests.

Any comments should be sent to Mrs G Bradshaw-Smith (Admissions Coordinator) at sgb@townleygrammar.org.uk by 1st March 2012.