



# THE KING'S SCHOOL

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## GRANTHAM

## Admission arrangements for The King's School for the 2024-2025 school year

### Introduction

The King's School is a selective academy. The school was re-founded in 1528 and is a grammar school for boys aged 11 to 18. It strives for high academic standards; the provision of a broad education and to encourage all its members to be lifelong learners.

The school selects its pupils on the basis of academic ability and will leave places unfilled if not enough applicants reach the required qualifying standard (a standardised score of 220 or above).

The King's School's Governing Body is an admission authority in its own right. All decisions about admissions, including this policy, are determined by the Governing Body.

### Consultation

This policy has been drawn up by the Admission Authority of The King's School. Prior to determination of this policy, the Governing Body has consulted in line with its legislative responsibilities.

### Published Admission Number

The Pupil Admission Number (PAN) is the minimum number of pupils that must be admitted if sufficient applications are received.

The School's Published Admission Number (PAN) for Year 7 is 174 pupils per year.

The School's Published Admission Number (PAN) for external Sixth Form applicants is 30 pupils.

### Minimum Standardised Qualifying Score

Throughout this policy the minimum standardised qualifying score is a standardised score of 220 or above achieved in the GL Assessment tests, Verbal Reasoning and Non-Verbal & Spatial Reasoning, which form the Lincolnshire Grammar Schools Consortium Examination ("the examination"), the results of which determine the minimum entrance requirement.

### Allocation of Places for Years 7 to 11

A preference for The King's School must have been expressed on the application sent to the candidate's home Local Authority.

A candidate must achieve at least the minimum standardised qualifying score for entry in the examination to be eligible for a place at The King's School.

### Application process

The King's School is included in their local authority's co-ordinated admissions process. Lincolnshire County Council coordinates the admissions process to The King's School (<https://www.lincolnshire.gov.uk/school-admissions/apply-school-place>)

## Application process for places in the sixth form

The King's School will process applications for the Sixth Form. The application form can be obtained from <https://www.kings.lincs.sch.uk/sixthformentry>.

Offers of places in year 12 will be made once GCSE grades are known.

## Oversubscription Criteria

When the number of applications exceeds the number of places available, offers of places will be made following the criteria listed below in order of priority: If the number of applications from candidates that achieved the qualifying score, exceeds the number of places available, offers of places will be made following the criteria listed below in order of priority.

1. In accordance with legislation, the allocation of places for children with the following will take place first; Statement of Special Educational Needs (Education Act 1996) or Education, Health and Care Plan (Children and Families Act 2014).
2. Looked after children and all previously looked after children including those children 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 (see Appendix A for definitions), who have achieved the minimum standardised qualifying score.
3. Children who are eligible for the full Pupil Premium who achieve the qualifying score, by rank order of standardised score, but limited to, up to 20 places in this category. Children who are unsuccessful in this category may nevertheless achieve a place in the remaining category.
4. Children who have achieved above the qualifying standard and reside within 30 miles of the academy at the time of application. This will be measured by straight line distance. Places in this category will be prioritised by rank order of standardised score,
5. Any remaining places will then be awarded to other children who have qualified for entry in rank standardised score order.

## Tie-break

In the event of a tie for the final place the following criterion will apply:

- The distance from the home to the school. Priority will be given to the child living nearest the school, as defined (straight line distance as measured by LCC software). This is measured to 3 decimal places using the Post Office address point of the home address to the Post Office address point of the school.
- If the distance criterion is not sufficient to distinguish between two or more applicants for the last remaining place, then a lottery will be conducted. This will be drawn by an independent person not employed by the academy or working in the Children's Services Directorate of the Local Authority.

The parents and carers of any applicant who is refused a place have the right to appeal to an independent panel whose decision will be binding on both the School and the Appellant.

## Reserve List (Waiting list)

Please see the section at the end of this policy called: Reserve Lists (Waiting List)

## Testing for Admission at 11+

Examination is by two GL Assessment tests, Verbal Reasoning and Non-Verbal & Spatial Reasoning, which form the Lincolnshire Grammar Schools Consortium Examination ("the examination"). These tests may only be taken once in an academic year and cannot be retaken during the same school year if the candidate is to be considered for a place at another grammar school which is a member of the Lincolnshire Consortium.

A candidate must achieve at least the minimum standardised qualifying score for entry in the examination to be eligible for a place at The King's School. Attainment of the minimum standardised qualifying score will not in itself result in the offer of a place at the School but will enable a student to be considered for a place at the School in accordance with the admissions criteria set out below.

Lincolnshire County Council publishes full information on the coordinated process leading to admissions to Year 7, available online at [www.lincolnshire.gov.uk/schooladmissions](http://www.lincolnshire.gov.uk/schooladmissions), or by telephoning 01522 782030.

Parents who wish to enter their son for the 11+ entrance tests should register with The King's School during the Spring Term (Jan to March, please see the school's website for exact closing date) when their son is in Year 5. This does not constitute an application for a place at the school which must be made through the home Local Authority of the child.

## Late Testing - Applications for entry into Year 7

Late applications can be made while a candidate is in Year 6 of primary education or while Year 7 is in progress, see below for relevant process:

Candidates still in Year 6 will take the two GL Assessment tests which form the Examination. Candidates who achieve the standardised qualifying score will, depending on the degree of lateness of the application either:

- be considered according to the timetable set out in the coordinated scheme; or
- be considered for entry if there are still places available after national offer day in March; or
- be placed on the reserve list, if all the places have been filled.

Candidates who apply while in Year 7 after the beginning of the academic year when the student is already in Year 7 will be required to sit the GL Assessment papers appropriate to the cohort, which will be marked and standardised to the common Lincolnshire Standard. It should be noted that the 11+ test may only be taken once, be this whilst the student in Year 6 or Year 7.

Those who achieve the standardised qualifying score in the test and make an application to the school through their home Local Authority will either:

- be offered a place if there are still places available; or
- be placed on the reserve list (if still in operation), if all the places have been filled.

Candidates who took the 11+ tests while in Year 6 and who did not achieve the minimum qualifying score cannot apply for late entry into Year 7 but may apply to sit the school's entrance test in Year 8 or later, to be considered for entry.

## Testing for Entry to Years 8, 9, 10 and 11

The school prefers that applicants are tested at the school prior to an application being made, however not having sat the test does not in itself prevent an application being made. Parents will be notified within 15 days of making a registration through the school of the testing arrangements, or the outcome of the application through Lincolnshire County Council, if the child has already sat the admissions test.

Applicants for entry into Years 8, 9, 10 and 11 who did not qualify in the Lincolnshire 11+ tests whilst in Year 6 or 7 will be required to take a nationally standardised test. This will test a student's verbal, non-verbal and quantitative ability (age appropriate Cognitive Ability Tests (CAT) provided by GL Assessment) to assess their suitability for admission to the School. Those who achieve the mean qualifying score of 114 in the test may be considered for entry. The school will make appropriate arrangements for those candidates whose first language is not English or who have Special Educational Needs.

## Applying for a Place - Arrangements for application for places at the beginning of Year 7.

Arrangements for applications for places in Y7 at The King's School will be made in accordance with Lincolnshire County Council's co-ordinated admission arrangements; parents resident in Lincolnshire should apply online at: [www.lincolnshire.gov.uk/schooladmissions](http://www.lincolnshire.gov.uk/schooladmissions) They may also apply by telephone, or ask for a hard copy application form, by telephoning 01522 782030. Parents resident in other areas must apply through their home local authority. The King's School will use the Lincolnshire County Council's timetable published online for these applications and the relevant Local Authority will make the offers of places on their behalf as required by the Department for Education School Admissions Code.

## In-Year Admissions - Arrangements for application for places in Year 7 which has already commenced and Years 8-11

For an in-year place, including the Year 7 which has already commenced, an application must be made through Lincolnshire County Council as they co-ordinate admissions on behalf of the school. This should be done online at [www.lincolnshire.gov.uk/schooladmissions](http://www.lincolnshire.gov.uk/schooladmissions) on the in-year application form. Parents will be notified of the outcome of their application in writing within 15 school days of an in-year application or to provide a date for the assessment of ability by entrance test. If the outcome is refusal of a place, the reason for refusal will be provided along with information about the right of appeal.

### Admission of children outside their normal age group

Parents may seek a place for their child outside of their normal age group, for example, if the child is gifted and talented or has experienced problems such as ill health. Parents wishing to make these requests must contact their home local authority for guidance on the procedure to follow (in the correct admission round for the actual age of the child for those seeking late entry). It is important for parents to note that they will have the opportunity and responsibility to provide whatever evidence they wish to support their request. The King's School will make decisions on the basis of the circumstances of each case and in the school's view is in the best interests of the child concerned based on the information you provide.

This will include taking account of:

- the parent's views;
- any available 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;
- any evidence that the child may naturally have fallen into a lower age group if it were not for being born prematurely
- the views of the Head at The King's School

To request late entry you must apply with your child's date of birth year group; we understand that this is not the year group you prefer, but unless you do this there is a risk that your child might end up without a place in both your preferred and their date of birth year group. You must state in your application that you are requesting late or early entry and include any supporting documents you wish to be considered by The King's School.

# Sixth Form Admissions

## Criteria for Admission:

There is a general academic standard for entry to the sixth form and specific requirements for individual subjects. Year 11 students at The King's School have the right to transfer to our Year 12 provided that they meet the academic standards set out below. We also welcome applications from students attending other schools who must also meet these same academic standards.

- An Attainment 8 Score of 52.0 or greater.
- Passes at Grades 4-9 in GCSE English Language and Mathematics.
- Students wishing to study more than two of the subjects: Mathematics; English Literature; Physics; Biology; Chemistry; History; Economics or Philosophy at Advanced Level GCE will need to achieve an Attainment 8 Score of 56.0 or greater.

## Attainment 8

As defined by the DfE, Attainment 8 scores are based on a calculation of pupils' performance across 8 qualifications. This is calculated by adding the sections below together.

- A student's maths GCSE result, doubled.
- The higher grade of a student's grade in English language or English literature qualification, doubled.
- The three highest grades from any of the EBacc qualifications in science subjects, computer science, history, geography, and language subjects.
- The highest three grades any three other subjects, not already used.

An offer of a place does not guarantee access to a particular course or subject. Where a course or subject is oversubscribed, places will be allocated according to best performance in relevant GCSEs.

A student<sup>1</sup> who has made an application to the Sixth Form but has been refused a place has the right to appeal to a Governing Body Panel if they believe they have a strong case for mitigating circumstances that prevented the student achieving the entrance criteria. Such circumstances may include, for example: a family bereavement, a diagnosed medical illness, a recognised and diagnosed mental health issue for example. The panel's decision will not preclude the student from a right to an independent appeals panel.

## External Applicants

The School's Published Admission Number (PAN) for external applicants is thirty (30).

Places will be allocated on the basis of overall GCSE performance. This is based on the Attainment 8 points system for the student's 8 best GCSE grades including English, Mathematics, subject to the following:

An applicant must meet the standards outlined in the criteria for admission;

### Oversubscription Criteria for external applicants:

If there are more applicants than available places, the following oversubscription criteria will apply in the order shown below (these criteria will also apply where there are more applicants than places available in a particular A Level subject):

1. In accordance with legislation the allocation of places for children with the following will take place first; Statement of Special Educational Needs (Education Act 1996) or Education, Health and Care Plan (Children and Families Act 2014).
2. Looked after children and all previously looked after children including those children 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 (see Appendix A for definitions).

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<sup>1</sup> In relation to an appeal the student, a parent or a carer, but only one, may make the appeal.

3. Children who are eligible for the full Pupil Premium who achieve the qualifying criteria, but limited to, up to 4 places in this category. Children who are unsuccessful in this category may nevertheless achieve a place in the remaining category.
4. GCSE grade in that subject (where applicable);

Overall Attainment 8 score (as defined by the DfE) In the event of a tie for the final place the following criterion will apply. The distance from the home to the school. Priority will be given to the child living nearest the school, as defined (straight line distance as measured by LCC software). This is measured to 3 decimal places using the Post Office address point of the home address to the Post Office address point of the school.

# Appendix A: Definitions

## Looked after children and all previously looked after children

A 'looked after child' (LAC) 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) at the time of making an application to a school.

A child is regarded as having been in state care outside of England if they were in the care of or were accommodated by a public authority, a religious organisation, or any other provider of care whose sole or main purpose is to benefit society.

Previously looked after children (PLAC) are those children who were previously looked after, but immediately after being looked after became subject to an adoption, child arrangements, or special guardianship orders<sup>2</sup>. This includes children who were adopted under the Adoption Act 1976 (see section 12 adoption orders) and children who were adopted under the Adoption and Children's Act 2002 (see section 46 adoption orders). Child arrangements orders are defined in section 8 of the Children Act 1989, as amended by Section 12 of the Children and Families Act 2014. Child arrangements orders replace residence orders and any residence order in force prior to 22 April 2014 is deemed to be a child arrangements order. Section 14A of the Children Act 1989 defines a 'special guardianship order' as an order appointing one or more individuals to be a child's special guardian (or special guardians).

## Children who are eligible for the full Pupil Premium

Children eligible for the full Pupil Premium are those who have been registered for FSM at any point in the six years prior to the closing date for application for a school place - 31st October in the year prior to entry for places in Year 7 OR prior to the publication of GCSE results for entry into Year 12. See the Admissions Code (2014), Section 1.39A.

Parents of children eligible for the Pupil Premium (Y6) at the time of application must have ticked the Pupil Premium box when applying for a place through their home Local Authority to be considered for criteria 2.

The King's School requires parents to request that their son's primary school provides verifiable evidence of Pupil Premium eligibility no later than 31st October in the year prior to entry for Year 7.

The school reserves the right to withdraw the offer of a place if the offer has been made on the basis of an incorrect, fraudulent or misleading application.

## Parent

A parent for the purposes of making an application is a person with 'parental responsibility' or a person who has day to day care of a child. This is in line with section 576 of the Education Act (1996).

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<sup>2</sup> An adoption order is an order under the Adoption Act 1976(see Section 12 adoption orders) and children who were adopted under the Adoption and Children Act 2002 (see section 46 adoption orders). A 'child arrangements order' is an order settling the arrangements to be made as to the person with whom the child is to live under Section 8 of the Children Act 1989 as amended by Section 14 of the Children and Families Act 2014. Section 14A of the Children Act 1989 defines a 'special guardianship order' as an order appointing one or more individuals to be a child's special guardian (or special guardians).

# Appendix B: Explanatory Notes

## Right of Appeal

Parents/carers of any student who have made an application to the school but have been refused a place have the right to appeal to an independent panel whose decision to uphold or reject the appeal will be binding on both the School and the Appellant. To exercise your right to appeal you should notify your intention by writing to the Clerk to the Governors at the School address. Your appeal should be received by the school before the end of March (exact closing date available on the school's website). Any appeals received after this deadline will be heard at a later date.

Parents/carers appealing for a mid-year place should contact the Clerk to the Governors (Admissions) at the School in order to obtain the relevant appeal documentation.

## Fair Access

Local Authorities are required to have Fair Access Protocols in order to make sure that unplaced children who live in the home local authority, especially the most vulnerable, are offered a place at a suitable school as quickly as possible. This includes admitting children above the published admissions number to schools that are already full. Such children must be deemed qualified for Grammar School Entry to be considered for a place.

## Fraudulent or misleading applications

As an admission authority, we have the right to investigate any concerns we may have about your application and to withdraw the offer of a place if we consider there is evidence that you have made a fraudulent claim or provided misleading information. We reserve the right to check information provided so we can apply the oversubscription criteria accurately and fairly.

## Further appeals

The school will not accept repeat applications for places in the same academic year. Where the school has refused to consider another application for the same year group, no fresh appeal can be made.

## Distance measurements

Straight line distance is calculated from the post office address point of the child's home to the post office address point of the school. Measurements are made in miles to three figures after the decimal point. The school uses the measurements made by Lincolnshire County Council's school admissions team using an electronic mapping system to calculate this measurement.

## Home Address

By home address we mean the address where the child lives for the majority of term time with a parent as defined in section 576 of the Education Act 1996 who has parental responsibility for the child as defined in the Children Act 1989. Where a child lives normally during the school week with more than one parent at different addresses, the home address for the purposes of school admissions will be the one where the child spends the majority of term time. If a parent can show that their child spends an equal amount of time at both addresses during school term time, they can choose which address to use on the application. If a parent has more than one home, we will take as the home address the address where the parent and child normally live for the majority of the school term time. We do not take into account an intention to move for the purposes of the oversubscription criteria except for armed forces personnel and returning crown servants as outlined below.

## Reserve Lists (Waiting List)

In the event that the School is unable to admit all candidates who achieve the criteria for admissions a reserve list will be drawn up.



If we have to refuse a place at our school a qualified child is automatically put on the reserve list, unless a higher preference school has offered a place. This list is in the order of the oversubscription criteria, as required by the school admissions code. This means that names can move down the list if someone moves into the area or makes a late application and is higher placed under the oversubscription criteria. The governors must not take account of the time you have been on the list.

For the intake year the list is kept by the Schools Admission Team until the end of August. After this the school admissions code requires that schools keep the reserve list until the end of the summer term in the same academic year.

The School holds a reserve list for other year groups, in the order of the oversubscription criteria given above. The school will always offer any place that becomes available to the child with the highest priority under the oversubscription criteria. The reserve list is kept for the academic year and is cleared on the last day of the summer term each year.

### Children of UK service personnel (UK Armed Services) and Crown Servants returning from abroad

For families of service personnel with a confirmed posting, or crown servants returning from overseas, The governors will process an application based on a future address in advance of the family arriving in the area, provided the application is accompanied by an official letter that declares a relocation date.

Governors will use the address at which the child will live when applying their oversubscription criteria, as long as the parents provide some evidence of their intended address. Governors will use a Unit or quartering address or unit address as the child's home address when considering the application against their oversubscription criteria, where a parent requests this. The unit will be the base to which the parent has been posted.

The school's Admission Authority will not refuse a place to a service child or crown servant child, who is qualified for entry, because the family does not currently live in the area. If a place is refused, parents will be informed of their right of appeal.

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