

## **Admissions Policy**

**This policy applies to the whole school and is published to parents, pupils and staff.**

**Updated 20 September 2017**

Bradford Grammar School (the "School") is a selective coeducational day School. In its recruitment process it seeks to identify bright girls and boys who have both strong academic potential and also a willingness to take advantage of the wide range of co-curricular opportunities that are available.

### **1. Admission to the Junior School (Clock House)**

Admission at ages 6+ (Year 2), 7+ (Year 3) and 8+ (Year 4) is by classroom assessment. This involves a pupil spending a day in School and taking part in a number of class and individual activities. Assessments take place in the Spring term. Admission at ages 9 and 10 is by examination in Mathematics and English and children spend the day in school. Ages are calculated as at 31 August in the year of entry.

### **2. Admission to the Senior School**

Candidates for admission at 11+ (Year 7) are invited to an Entrance Assessment Day in late January. Applicants will sit an examination in Mathematics and English in the morning and take part in practical assessments in the afternoon with the Headmaster, Deputy Head and/or Head of Year 7.

Candidates for admission at 12+ (Year 8), 13+ (Year 9) and 14+ (Year 10) will be invited to sit an Entrance Examination in Mathematics and English. This examination takes place in January.

Ages are calculated as at 31 August in the year of entry.

Occasionally, testing may also be offered later in the year. It is sometimes possible to arrange for the tests to be taken at other locations.

Except at 13+ (Year 9), pupils failing to gain entry in any year may be eligible to take the appropriate examinations the following year.

Entry to the Sixth Form at 16+ (Year 12) is conditional upon achievement of at least grade B (or grade 6) in GCSE English and Mathematics and grade A or A\* (or grade 7, 8 or 9) at GCSE in the subjects the pupil wishes to study at A level. Pupils wishing to study subject in Year 12 that are not normally taken for GCSE will be expected to achieve GCSE grades in line with our general entry requirements. GCSE Mathematics at grade A or A\* (or grade 7, 8 or 9) is strongly recommended for A Level Economics. It is possible to study some subjects in the Sixth Form that have not been studied at GCSE, for example History or Religious Studies. In these cases, we would expect GCSE grades in line with our general entry requirements and high GCSE grades in similar subjects (e.g. English).

Progression from Year 12 to Year 13 (Lower to Upper Sixth) is usually conditional upon satisfactory performance in the Year 12 end of year examination in each of the subjects to be continued to A level. Pupils failing to reach this standard will be considered on an individual basis.

Admission at any age will depend on a satisfactory report being received from a pupil's existing School.

Enquiries in relation to applications that fall outside of these criteria should be made to the Registrar.

Where pupils apply to join the School part way through the year, perhaps because of a change in home circumstances, tests and interviews can be arranged at a mutually convenient time. Successful pupils will be able to join the School as soon as all the necessary arrangements have been made.

Advice about the entrance examination procedure and copies of past papers are available on request from the Registrar. Before making a decision to apply for entry to the School, it is strongly recommended that families come to one of the School's open events. Families are very welcome to make an appointment to meet the Head and to have an individual tour of the School.

The Assisted Places Award scheme exists to give financial help with School fees to some Year 7 pupils with recognised potential who could not otherwise attend the School. Full details are available from the Admissions Registrar.

11+ (Year 7) candidates for the Assisted Places Award scheme will be invited to sit an Assessment in early December before their year of entry. This Assisted Places Award Assessment will consist of an examination in Mathematics and English. On the basis of their results in this examination, Assisted Places Award candidates who perform strongly and who are likely to receive an Award will be informed and asked to attend the Entrance Assessment Day (as above). Candidates whose performance indicates that they will not receive an Award will be informed; they will be invited to attend the Entrance Assessment Day (as above) for a full-fee place.

Assisted Places Awards are given on a means-tested basis, each case being reviewed annually. The Award depends on parental circumstances, the amount of capital available at the time of the examination and the academic ability of the candidate.

For entry into Year 12 (the Sixth Form), candidates looking for an Assisted Places Award will need to gain a minimum of 6 x A\* grades (or grade 8 or 9) at GCSE to put forward an application.

### **3. Non-standard pupil transfers between schools**

The School follows the guidelines set down in Bradford Council's document *Children Missing Education – Guidance for Schools* regarding pupils who transfer schools.

We consider that any pupil who moves school during a school year and any pupil who moves school at the end of any school year apart from the end of Year 6 or the end of Year 11 to be undertaking a non-standard pupil transfer.

When pupils leave the School to join another school in a non-standard manner, we send Common Transfer Files (CTFs) to their new school; we also telephone their new school to ensure that they have arrived. If pupils leave the School to be home-schooled, or if we cannot ascertain their whereabouts, we inform the relevant Local Education Authority.