

# **WAKEFIELD GRAMMAR SCHOOL FOUNDATION (incl EYFS)**

## **ADMISSIONS POLICY**

### **Introduction**

Wakefield Grammar School Foundation operates selective schools. The Foundation's aim is to offer places only to those prospective pupils who demonstrate that they will be able to take full advantage of the education we have to offer.

We are committed to ensuring that admission decisions will be made by a process that is free from any discrimination on the grounds of disability, race, ethnic or national origin, gender, religion or belief (assuming that, in the case of the latter, the prospective pupil and parents agree to adhere to the religious ethos of the School).

The school must also feel reasonably sure that we are able to educate and develop the prospective pupil to the best of his or her potential and in line with general standards achieved by the pupil's peers, so that there is every chance that the pupil will have a happy, fulfilling and successful school career. These aims must continue to be met throughout the pupil's time at the school.

It is of great importance that a parent informs the School on the application form should a prospective pupil be disabled under the definition of the Disability Discrimination Act 1995 and thereby requires special arrangements for the Entrance Examination.

### **Procedure**

Specific entrance procedures exist at each of the five schools within the Foundation. Refer to the Admissions Policy for each individual school for details.

Broadly speaking for external candidates joining from outside the Foundation below the sixth form, entrance is based on an examination or assessment of the child in conjunction with a reference from the current school. Pupils who are due to move from Junior School to Senior School will have been assessed by teaching staff over a period of time for their suitability to meet Senior School entrance requirements and the vast majority of pupils will move to Senior School. Where there are concerns about a pupil's ability to succeed in Senior School, these concerns will have been raised with parents in advance.

Students outside the Foundation applying for admission into Year 12 in either of the Senior Schools will be interviewed by Head and other senior staff and an offer of a place would be subject to achieving certain results in GCSE examinations and a recommendation from the student's current school.

### **Special Educational Needs**

Parents should send a copy of the Educational Psychologist's Report, if available to the school prior to the sitting of the examinations for any candidate who has a Special Educational Need. Given the length of examinations undertaken, it is not practical to allocate additional time to these candidates. Instead, due consideration is given to the Special Educational Need in the marking of all papers. The Head of the School may, however, allocate additional time in exceptional circumstances. Consideration will also be given by the Head when he or she is making decisions on the overall performance of each candidate prior to the issue of results.

## **Results**

All examination papers undertaken by candidates remain the property of the school and are not generally made available to parents. The results of examinations, interviews or other assessments are kept confidential and are not released to candidates or parents. The Head will assess the performance of each child; he or she will also consider any additional information made available by the child's current school and/or written evidence from other sources as appropriate. Within an appropriate time for the marking of examinations and the consideration of applications, parents will be informed, in writing, of one of three possible outcomes: the child is offered a place; the child is offered a place on a waiting list and would only be offered a place in the school if space became available at a later stage; the child is not offered a place.

In all cases the decision of the Head is final.

## **Foundation Awards**

There are a number of Foundation Awards (Bursaries) available to candidates who meet the schools' entrance criteria and also qualify as a result of a means-tested financial assessment. The level of the award typically ranges from a 25% discount to a 75% discount off the annual school fees and additionally there are two totally free places awarded each year in the senior schools. Full details are found in the Bursary Policy.

Further to this there are a small number of scholarships available of limited financial value for academically able students.

## **Admission of Staff Children**

Admission of children of Foundation members of staff or Governors to the Foundation's schools is on the same basis as for any other child and is as described in this policy.

### **Review History**

Policy written	September 2008
Reviewed	August 2011
Reviewed	September 2012
Reviewed	September 2014