

# Kirkby Stephen Grammar School

*A co-operative Academy*

*A Learning Community Committed to Success for All*



## Governing Body

# Admissions Policy

## September 2018

Approved:

*B. Bowson*

Review:

Annually

# Kirkby Stephen Grammar School

*A co-operative Academy*

## **Admissions Arrangements**

### **September 2018 Admissions Policy**

The Published Admission Number is 89.

Admission arrangements will follow those of Cumbria LA in so far as the aspects of the admission arrangements, such as the admission timetable, which are determined as part of the co-ordinated admissions scheme. For September 2018 transfers, these forms will be distributed to all County Primary and Junior schools with a deadline of return of Tuesday 31<sup>st</sup> October 2017 or the final date determined by the LA. The forms will explain how parents apply, how they express their preference and the deadlines that they need to abide by.

If the school is oversubscribed, after the admission of pupils with a Statement of Special Educational Needs or Education, Health and Care Plan where the school is named in the Statement or Plan, priority for admission will be given to those children who meet the criteria set out below, in order:

1. A 'looked after child' or a child who was previously looked after but immediately after being looked after became subject to an adoption, child arrangements, 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).
2. Children with a sibling attending the school at the time of application. Sibling is defined in these arrangements as children who live as brother or sister in the same house, including natural brothers or sisters, adopted siblings, stepbrothers or sisters and foster brothers and sisters.
3. Children who are pupils of the feeder primary schools for KSGS: Asby Endowed, Brough Primary, Kirkby Stephen Primary, Orton CofE Primary, Tebay Primary, Warcop CofE Primary.
4. Other children in the catchment area whose nearest school is Kirkby Stephen Grammar School. (See Note 1)
5. Children living outside the catchment area who have brothers or sisters in the school at the time of their admission, giving priority to those who live nearest the school. (See Note 1)
6. Children living outside the catchment area, giving priority to those who live nearest the school. (See Note 1)

#### **Note 1**

Distance measurements will be undertaken using the Local Authority's computerised Geographical Information system (GIS). The route used will be the shortest walking route by road as identified by GIS at that time, from the middle of the home property to the nearest entrance to the school.

Random allocation will be used as a tie-break in category '3' above to decide who has highest priority for admission if the distance between two children's homes and the school is the same. This process will be independently verified.

### **Admission of students to Year 12**

a) The Published Admissions Number for admission into Year 12 is: 10

The Published Admissions Number **only** relates to those students admitted to the school for the first time and not to those students moving through the school from Year 11 to Year 12.

It is based on an estimate of the minimum number of external candidates likely to be admitted, although the school may, at its discretion, exceed this if demand for available courses can be met.

b) Entry Requirements

Kirkby Stephen Grammar School does not select pupils by ability. Pupils will be offered a range of academic and vocational courses and advice will be offered on options and entry requirements for particular courses.

Minimum entry requirements for courses, which can include a level of attainment at GCSE, will apply to both internal students and external applicants.

Where the Published Admissions Number has not been reached, the school cannot refuse to admit applicants whose chosen course or courses are full. A place will be offered whilst offering alternative course options.

c) Criteria to be used where the number of students requesting admission exceeds the Published Admission Number

Criteria for admissions in the event of oversubscription to the sixth form will be applied as above. i.e. Points 1, 2, 4, 5 & 6.

**Approved by Governors at the Pastoral & Welfare Committee on 24.04.2017**

Signed  (Barbara Dowson)  
Chair of Pastoral & Welfare Committee