



THE KING'S SCHOOL

GRANTHAM

Admission Policy 2023/2024

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

Consultation

There have been no material changes from the previous policy, other than those required by the updated Admission Code (September 2021) and therefore consultation has not taken place prior to determination of this policy by the Admission Authority of The King's School. When necessary, the Admission Authority has previously consulted in line with its legislative responsibilities.

Published Admission Number

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.

In accordance with legislation, the allocation of places for children with the following will take place first; Education, Health and Care Plan (Children and Families Act 2014) provided that the school is named in the plan. Remaining places will be allocated in accordance with this policy.

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. 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.
2. Children who are eligible for the 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.
3. Any remaining places will then be awarded in rank standardised score order for those students who have qualified for entry, up to the total number of children intended to be admitted under the published admission number.

The oversubscription criteria are listed in the order we apply them. If it is necessary to distinguish between more than one applicant in any criteria, the next criteria will be applied until the tie-breaker is used:

The straight-line distance from the home to the school. Where there is a tie-breaker priority will be given to the child living nearest the school. The straight-line distance is calculated electronically to three figures after the decimal point (e.g. 1.543 miles) by Lincolnshire County Council school admissions team from 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.

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 (see appendix B).

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. Details of how to appeal a decision to refuse admission will be communicated to the applicant at the time of the refusal and will also be available on the Lincolnshire County Council website [Appeal a school place decision – How to appeal - Lincolnshire County Council](#)

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, 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 details on how to register online and for test dates [The King's School Grantham - Admissions \(kings.lincs.sch.uk\)](http://The King's School Grantham - Admissions (kings.lincs.sch.uk)) when their son is in Year 5. A registration to sit the tests 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 under the PAN; 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.

Registration for these tests must be lodged with the school using the relevant form [The King's School Grantham - Entry to Year 7 from September 2021 \(kings.lincs.sch.uk\)](https://www.kings.lincs.sch.uk/entry-to-year-7-from-september-2021)

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.

Registration for these tests must be lodged with the school using the relevant form [The King's School Grantham - Entry into Years 8-11 \(kings.lincs.sch.uk\)](https://www.kings.lincs.sch.uk/entry-into-years-8-11)

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. 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, applications should be made via Lincolnshire County Council as they co-ordinate admissions on behalf of the school. If there are more applications than places then the oversubscription criteria will be used to decide who should be offered the place. If it is necessary to refuse a place then you will be informed of your right of appeal. Parents can apply online at www.lincolnshire.gov.uk/schooladmissions or call 01522 782030 for a paper 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 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 Master 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 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; we set these out in the sixth form options handbook available to applicants at the beginning of that year's sixth form admissions round. 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 student¹ who has made an application to the Sixth Form but has been refused a place has the right to appeal to a Panel of the School's Trust 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 a 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 (page 5);

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) provided that the school is named on the plan. Remaining places will be allocated in accordance with this policy.

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 relation to an appeal the student, a parent or a carer, but only one, may make the appeal.

1. 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).
2. 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.
3. 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:

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

The straight-line distance from the home to the school. Where there is a tie-breaker priority will be given to the child living nearest the school. The straight-line distance is calculated electronically to three figures after the decimal point (e.g. 1.543 miles) by Lincolnshire County Council school admissions team from 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.

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 (see appendix B).

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. Details of how to appeal a decision to refuse admission will be communicated to the applicant at the time of the refusal and will also be available on the Lincolnshire County Council website [Appeal a school place decision – How to appeal - Lincolnshire County Council](#)

Applying for a Place - Arrangements for application for places at the beginning of Year 12.

For those external students seeking admission to Year 12, an application form must be completed and returned to the school [The King's School Grantham - Entry to the Sixth Form \(Year 12\) \(kings.lincs.sch.uk\)](#). Students should present with their statement of GCSE results as soon as these are available to be considered for a place.

The deadline for applications is the end of January in the year which admission is being sought.

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 ceased to be so because they were adopted (or became subject to a child arrangements order or special guardianship order²). 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 Pupil Premium

Children eligible for the Pupil Premium are those in Reception to Year 6 who are, or have ever been, entitled to free school meals (excluding Universal Free School Meals in Reception, Y1 and Y2), based on their family income, 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 (2021), Section 1.41.

Parents of children eligible for the Pupil Premium (Y6) at the time of application must have indicated that this is the case directly to The King's School, prior to, or when applying for a place through their home Local Authority to be considered for this priority.

The King's School then requires parents to request that their son's primary school provides verifiable evidence of Pupil Premium eligibility directly to The King's School 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).

Home address

The home address is considered as 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). Where a child lives normally during the school week with more than one parent at different addresses, the home address accepted for the purposes of school admissions

² 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).

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 two addresses during term time with a parent, they can choose which address to use on the application. If a parent has more than one home, we will accept the address where the parent and child normally live for the majority of the school term as the home address.

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. Students allocated under fair access protocols will take precedence over those on a reserve list or awaiting appeal. Such children must be deemed qualified for Grammar School Entry to be considered for a place. The King's School will participate in the Fair Access Protocol of Lincolnshire County Council.

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 any address or other information provided so we can apply the oversubscription criteria accurately and fairly. If a place is withdrawn, the application will be considered afresh and you will be advised of your right of appeal if a place is refused.

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.

Reserve Lists

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. Only children who have qualified for admission or have been deemed qualified on appeal will be added to a reserve list.

If we have to refuse a place for Year 7 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 a child has 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 December in the same academic year. For those parents who make a request, children can remain on the reserve list until the end of the academic year.

The School holds a reserve list for other year groups, in the order of the oversubscription criteria for entry. The school will always offer any place that becomes available to a qualified 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 to the area, or crown servants returning to live in the area from overseas, the Governors will:

- Process an application in advance of the family arriving in the area provided it is accompanied by an official letter that declares a relocation date and a Unit postal address or quartering area address to use when considering the application against the school's oversubscription criteria.
- Accept a Unit postal address or quartering area address for admissions purposes for a service child where the 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.

Evidence of an intended address will be required such as tenancy agreement, or mortgage statement. Please contact the school for more details.

For late co-ordinated applications and in-year applications supported by the appropriate military documentation, we will aim to remove any disadvantage to UK service personnel (UK Armed Forces). The governors will consider whether:

- There is any child on the reserve list with higher priority under the oversubscription criteria.
- The prejudice from admitting an extra child would be excessive.

If a place is refused, there is a right to appeal.

Policy Consultation period	Not applicable as no material change from 2022/23 policy.
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