



# THE KING'S SCHOOL

GRANTHAM

## Admission arrangements for The King's School during the 2027-2028 school year

### Introduction

The King's School ("**the 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 based on academic ability and will leave places unfilled if not enough applicants reach the required qualifying standard (see Minimum Standardised Qualifying Score).

The King's School's Governing Body is the Admission Authority for the School. All decisions about admissions, including this policy, are determined by the Governing Body.

### Consultation

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

### Published Admission Number

The Published 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 per year.

### Minimum Standardised Qualifying Score

For entry into Year 7 at transition from Primary to Secondary ("**Primary to Secondary Transition**"), a pupil must achieve a minimum standardised qualifying score of 220 in the Lincolnshire Consortium of Grammar Schools ("**LCGS**") 11+ examination ("**the examination**"). The minimum standardised score for entry is agreed upon by all schools within the LCGS and published on their webpage.

For in year entry into Year 7, a pupil must achieve a minimum standardised qualifying score in a LCGS nationally standardised test ("**the test**"). The minimum standardised score for entry is agreed upon by all schools within the LCGS and published on their webpage.

For in year entry into Year 8, 9, 10 and 11 ("**In year entry**"), a pupil must achieve a minimum standardised qualifying score in the test. The minimum standardised score for entry is agreed upon by all schools within the LCGS and published on their webpage.

## Allocation of Places for Years 7 to 11

A pupil must achieve at least the minimum standardised qualifying score for entry in the examination or test to be eligible for a place at the School.

A preference for the School must have been expressed on the application or the School must be named on the Education, Health and Care Plan (see Appendix A for definition) sent to the pupil's home Local Authority. In accordance with legislation, the allocation of places for pupils with an Education, Health and Care Plan naming the school in the plan will take place first (Children and Families Act 2014). Remaining places will be allocated in accordance with this policy.

## Oversubscription Criteria

If the number of applications from remaining pupils, at the deadline of application for transition to secondary school in Lincolnshire or for in year places, at the date of application, who achieved the minimum standardised 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 (LAC) and all Previously Looked After Children (PLAC), including those pupils 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) by rank order of standardised score.
2. Pupils eligible for the full Pupil Premium (PP) by rank order of standardised score who reside within 30 miles of the School but limited to 20 places in this category. Children who are unsuccessful in this category may achieve a place in the remaining category.
3. Children who reside within 30 miles of the School. This will be measured by straight line distance. Places in this category will be prioritised by rank order of standardised score.

Any remaining places will then be awarded to other children who have qualified for entry by rank order of standardised score.

Criterion 2 will only be used for application for transition to secondary school from primary and will be excluded for all applications for in year places.

## Tie-break

If it is not possible to distinguish between one or more applicants within an admissions criteria, places will be allocated first to those living nearest the school measured by straight line distance as outlined in the note Distance measurements. If the distance criterion is not sufficient to distinguish between two or more applicants for the last remaining place then a lottery will be drawn by an independent person, not employed by the school or working in the local authority children's services.

The parents and carers of any pupil who is refused a place have the right to appeal to an independent panel.

## Testing for Admission for Primary to Secondary Transition.

The examination is taken in the September of Year 6 and may only be taken once at a school that is a member of the LCGS.

Attainment of the minimum standardised qualifying score in the examination will not in itself result in the offer of a place at the School but will enable a pupil to be considered for a place at the School in accordance with the admissions criteria set out in this policy.

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

The School will make appropriate arrangements for those pupils where English is an Additional Language or for those who have Special Educational Needs.

## Testing for in year entry to Year 7

Pupils wishing to be considered for in year entry to Year 7 who did not take the examination in Year 6 will be required to take the **test**. Pupils who have already taken the examination and did not achieve the minimum standardised score are not permitted to take the **test** until Year 8. Pupils may only take the **test** once per academic year at one of the LCGS school.

The School will make appropriate arrangements for those pupils where English is an Additional Language or for those who have Special Educational Needs.

Parents may approach the school to register their son to sit the test. When a place becomes available in the relevant year group, the School will make arrangements for pupil to sit the test to assess their suitability for admission, unless they have previously achieved the minimum standardised qualifying score in the examination or the test in the School or in another school in the LCGS. After the test has been taken, any pupils who have achieved the minimum standardised score will be ranked according to the oversubscription criteria. If a pupil is unsuccessful in gaining a place, parents can request that they be added to the reserve list which is ranked according to the oversubscription criteria. The reserve list for Year 7 is cleared at the end of each academic year. At the start of the next academic year, parents need to make a request in writing for their child to be added to the reserve list.

The School prefers that a registration for testing is made and that pupils are tested at the school before an application is made to the Local Authority, however, not having sat the test does not prevent an application from being made.

## Testing for in year entry to Year 8 to 11

Pupils wishing to be considered for in year entry to Year 8 to 11 who did not qualify in the LCGS examination whilst in Year 6 or in the test in Year 7, will be required to take a test. Pupils may only take the test once per academic year at one LCGS school.

The School will make appropriate arrangements for those pupils where English is an Additional Language or for those who have Special Educational Needs. The test may only be sat once per academic year.

Parents may approach the school to register their son to sit the test. When a place becomes available in the relevant year group, the School will make arrangements for pupil to sit the test to assess their suitability for admission, unless they have previously achieved the minimum standardised qualifying score in the examination or the test here or in another Lincolnshire Consortium Grammar School. After the test has been taken, pupils that have achieved the minimum standardised score will be ranked according to the oversubscription criteria. If a pupil is unsuccessful in gaining a place, parents can request that they be added to the reserve list which is ranked according to the oversubscription criteria. The reserve list for Year 8 to 11 is cleared at the end of each academic year. At the start of the next academic year, parents need to make a request in writing for their child to be added to the new reserve list.

The School prefers that a registration for testing is made and that pupils are tested at the school before an application is made to the Local Authority, however; not having sat the test does not prevent an application from being made.

## Applying for a Place – Arrangements for application for places at transition from Primary to Secondary.

Applications for places for transition from Primary to Secondary at the School, must be made in accordance with Lincolnshire County Council's co-ordinated admission arrangements. 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 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 School will use the Lincolnshire County Council's timetable published online for these applications available at

[www.lincolnshire.gov.uk/schooladmissions](http://www.lincolnshire.gov.uk/schooladmissions). The relevant Local Authority will make the offers of places on their behalf as required by the Department for Education School Admissions Code.

A reserve list is held by Lincolnshire County Council until 31 August prior to the start of Year 7. After this, the reserve list transfers to the School. Pupils who have achieved the minimum standardised score in the examination and applied to the School, will automatically be placed and remain on this list until the end of Year 7 unless they have been awarded a place at a higher preference school on their application form. The reserve list for Year 7 is cleared at the end of each academic year. At the start of the next academic year, parents need to make a request in writing for their child to be added to a new reserve list.

## Applying for a Place – Arrangements for late application for places at transition from Primary to Secondary.

Late applications can be made while a pupil is in Year 6 of primary education. Pupils in Year 6 can only take the examination once across all of the schools that are members of the LCGS.

Attainment of the minimum standardised qualifying score in the examination will not in itself result in the offer of a place at the School but will enable a pupil to be considered for a place at the School in accordance with the admissions criteria set out in this policy.

Pupils who achieve the minimum standardised qualifying score will, depending on the degree of lateness of the application for a place at the School, 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 and they have not been offered a higher preference school from their application.

## Applying for a Place – In-year Admissions

To apply for an in-year place an application must be made through Lincolnshire County Council as they coordinate 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](#).

The school prefers that a registration for testing is made and that pupils are tested at the school before an application is made to the Local Authority, however; not having sat the test does not prevent an application from being made.

If an application is made to the Local Authority the school will communicate the decision to the Local Authority on the availability of a place. Parents will receive a response from the Local Authority within 15 days. If the outcome is the refusal of a place, the reason for refusal will be provided along with information on the right of appeal to an independent panel.

## Admission of children outside their normal age group

Parents may seek a place for their child outside their normal age group, for example, if the child is gifted and talented or has experienced problems such as ill health.

### Admission of children outside their normal age group at transition from Primary to Secondary

Parents wishing to make these requests at transition should 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). Parents resident in Lincolnshire should call 01522 782030 or email

[outofcohortadmissions@lincolnshire.gov.uk](mailto:outofcohortadmissions@lincolnshire.gov.uk) for advice on the procedure to follow at transition. Parents must state in their application that they are requesting late or early entry and include any supporting documents that they wish to be considered by the School. To request late entry at transition parents should apply with the pupil's date of birth year group; it is understood that this is not the preferred year group.

## Admission of children outside their normal age group for in year entry

For in year requests for a child to be admitted outside of their normal age group, parents should contact the School directly. Parents are encouraged to make requests for their child to be considered for entry out of their normal age cohort before applying for admission, so they can be informed of the Admissions Authority's decision in principle. Parents can then express a preference for or make an in-year application to the School.

## General information for admission of children outside their normal age group

For late and early entry at both transition and in year, it is important for parents to note that they will have the opportunity and responsibility to provide evidence to support their request. The Admission Authority will make decisions based on the circumstances of each case. The Admission Authority's decision on what is in the best interests of the pupil is final.

Although the following is not an exhaustive list, it provides examples of what the Admission Authority may take into account 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 School.

## Admissions arrangements - Information

Information regarding all admission arrangements including policies, examination dates and arrangements for in year entry can be found at [The King's School Grantham – Admissions](#).

# Sixth Form Admissions

## Criteria for Admission:

There is a general academic standard for entry to the Sixth Form. Year 11 students at the School have the right to transfer to the School's Year 12 provided they meet the academic standards below. Applications are welcomed from students attending other schools who meet these same academic standards.

- An Attainment 8 (as defined by the DfE) score "**Attainment 8**" of 56.0 or greater.
- Passes at Grades 4-9 in GCSE English Language and Mathematics.
- Students wishing to study more than two of the subjects: Mathematics; Biology; Chemistry; Physics; Economics or Psychology at Advanced Level GCE will need to achieve an Attainment 8 score of 65.0 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 mathematics GCSE result, doubled.
- The higher of a student's grade in English language or English literature, doubled.
- The three highest grades from any of the EBacc qualifications in science subjects, computer science, history, geography, and language subjects [Referred to as the EBacc category].
- The highest three grades of any three other subjects not already used [Referred to as the open category].

An offer of a place does not guarantee access to a particular course or subject. Please see oversubscription to courses.

## Internal Applicants

A student<sup>1</sup> who has applied to the Sixth Form but has been refused a place will be referred to a Governing Body Panel if the School believes they have a strong case for mitigating circumstances that prevented the student from achieving the entrance criteria. Such circumstances may include, for example, a family bereavement, a diagnosed medical illness or a recognised and diagnosed mental health issue. 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).

In accordance with legislation, the allocation of places for pupils with an Education, Health and Care Plan naming the school in the plan will take place first (Children and Families Act 2014). Remaining places will be allocated in accordance with this policy.

### Oversubscription Criteria for Entry for external applicants:

If there are more applicants than available places, the following oversubscription criteria will apply in the order shown where pupils have met the entry criteria:

1. Looked After Children (LAC) and all Previously Looked After Children (PLAC), 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) by rank order of Attainment 8 score.
2. Pupils eligible for the full Pupil Premium (PP) on the last day in the July prior to their admission at the start of the following academic year and who reside within 30 miles of the School. This is limited to 4

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<sup>1</sup> In relation to a Governing Body Panel Review the student, a parent or a carer, but only one, may make the request.

- places by rank order of Attainment 8 score. Pupils who are unsuccessful in this category may achieve a place in the remaining category.
3. Children who have achieved the entry criteria and reside within 30 miles of the School at the time of application. This will be measured by straight line distance. Places in this category will be prioritised by rank order of Attainment 8 score.
  4. For the remaining students rank order of Attainment 8 score (as defined by the DfE).

## Tie-break

If it is not possible to distinguish between one or more applicants within an admissions criteria, places will be allocated first to those living nearest the school measured by straight line distance as outlined in the note Distance measurements. If the distance criterion is not sufficient to distinguish between two or more applicants for the last remaining place then a lottery will be drawn by an independent person, not employed by the school or working in the local authority children's services.

The parents and carers of any pupil who is refused a place have the right to appeal to an independent panel.

## Oversubscription Criteria for courses in Year 12

If there are more applicants than available places on a particular course, the following oversubscription criteria will apply in the order:

- 1) Attainment 8 Score; (as defined by the DfE)
- 2) The Highest score calculated by Attainment 8 score but removing the open category.
- 3) The Highest score calculated by Attainment 8 score but removing the EBacc and open category.

## In the event of a tiebreaker for the above criteria for courses in Year 12

If the above criterion for oversubscription for courses in Year 12 is not sufficient to distinguish between two or more applicants for the last remaining place then a lottery will be drawn by an independent person, not employed by the school or working in the local authority children's services.

## Application process for places in the sixth form

The School will process applications for the Sixth Form. The application form can be obtained from <https://www.kings.lincs.sch.uk/sixthformentry> and where possible should be completed in the November prior to entry date to allow for communication about courses and induction.

Formal offers of places in Year 12 will be made once GCSE grades are known.

# 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 children who were looked after, but ceased to be so because they were adopted (or became subject to a child arrangements order or special guardianship order). 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).

Verifiable evidence of PLAC or LAC status must be provided upon registration for testing (transition or in year) or application (Sixth Form).

## Children who are eligible for the full Pupil Premium

Admission for Primary to Secondary Transition and Sixth Form

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 – 31 October in the year prior to entry for places in Year 7 or for Sixth Form, on the last day in the July prior to their admission at the start of the following academic year. See the Admissions Code (2021), Section 1.41.

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 31 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.

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).

## Education, Health and Care Plan

An Education, Health and Care Plan is a plan made by the local authority under Section 37 of the Children and Families Act 2014 specifying the special education, health and social care provision required for that child.

# Appendix B: Explanatory Notes

## Right of Appeal

In all cases where a place is refused at a school the applicant will be informed of their right of appeal to an independent panel. The decision of the independent panel is binding on all parties. 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.

## Fair Access

Local Authorities are required to have Fair Access Protocols to ensure 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.

The King's School participates in the Fair Access Protocol of Lincolnshire County Council. Students allocated under Fair Access Protocols will take precedence over those on a reserve list or awaiting appeal.

## 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 the information provided so we can apply the oversubscription criteria accurately and fairly.

We reserve the right to check any address and other information provided so we can apply the oversubscription criteria accurately and fairly. 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, for example if a false address was given which denied a place to a child with a stronger claim. 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

Appellants do not have the right to a second appeal in respect of the same school for the same academic year unless, in exceptional circumstances, the Admission Authority has accepted a second application from the appellant because of a significant and material change in the circumstances of the parent, child or school but still refused admission.

A second appeal panel must be made up of different members from the first.

Appellants may apply for a place in the same school in respect of a later academic year and have a further right of appeal if that application is unsuccessful

## Distance measurements

Straight line distance as 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 to the Post Office Address Point of the school.

## Home Address

By home address we mean the address where the child lives for the majority of term time with a parent who has parental responsibility for the child 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 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 pupils who achieve the criteria for admissions a reserve list will be drawn up.

### Intake year (Primary to Secondary Transition)

For admission into the intake year the admission authority for this School will operate a reserve list. In the normal admissions round if we refuse a place at our school your child is automatically placed on the reserve list, unless they have been offered a higher preference school.

This list is ranked 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 Admission Authority must not take account of the time your child has been on the list.

For the intake year, the Schools Admission Team keeps the list until the end of August. After this the school keeps the reserve list until the end of the summer term in Year 7. Parents wishing their child to remain on this list for higher year groups must contact the school in writing during each academic year.

### Year 7 – Year 11 (In Year Entry)

The School holds a reserve list for Year 7 to Year 11 in the order of oversubscription criteria 1 and 3. Criterion 2 is excluded for in year entry. 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.

A child will only be added to the reserve list if they have achieved the required standard in the selection tests or have been deemed qualified by the independent appeal panel.

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

For families of UK 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, intended 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 Governors will not refuse a service child a place solely because the family does not have an intended address or does not yet live in the area.

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

For late coordinated applications and midyear 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:

- An application from that address would normally succeed in an oversubscribed year.
- 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.

The governors have discretion to admit above the admission number in these circumstances if they wish but are not obliged to do so. If a place is refused, you will be informed of your right of appeal.

## Version History

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