

## **Admissions Policy**

**This policy applies to the Senior School and is published to parents, pupils and staff.**

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)**

Please see the separate Admissions Policy – Junior School.

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

Candidates for admission at 11+ (Year 7) are invited to an Entrance Assessment Day in late January, where they will sit an examination in Mathematics and English and take part in individual and group activities. An admissions interview may also take place in early February, if it is felt appropriate.

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 late January. An admissions interview may also take place in early February, if it is felt appropriate.

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 GCSE grade 7 or higher (or A or A\*) in the subjects that the candidate wishes to study for A Level and at least GCSE grade 6 (or B) in Mathematics and English Language. Candidates who wish to study A Level subjects that they have not studied at GCSE are expected to achieve GCSE grades in line with these requirements. Occasionally, candidates who have just missed these requirements may be admitted.

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 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 Registrar.

11+ (Year 7) candidates for the Assisted Places scheme will be invited to sit an Assisted Places Assessment in early December before their year of entry. This Assisted Places Assessment will consist of an examination in Mathematics and English. On the basis of their results in this examination, Assisted Places 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 Assisted Places Award will be informed; they will be invited to attend the Entrance Assessment Day (as above) for a full fee-paying place.

Assisted Places are awarded 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 Assisted Places support will need to gain a minimum of 8 GCSE subjects at grades 8 or 9 (or grade A\*).

### **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.

**Policy reviewed by: Mr G Woods, Assistant Head Curriculum**  
**Last policy review date: 17 April 2019**  
**Next policy review date: April 2020**