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## CRITERIA FOR ADMISSION IN SEPTEMBER 2019

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Queen Elizabeth's is a designated grammar school, and is a selective, single-sex, non-denominational school with academy status, providing education for boys from the age of 11 to 18.

The Published Admission Number (PAN) for admissions at age 11 for the year commencing September 2019 is 180.

Parents who are considering applying for a place at the School for their son should read carefully both these criteria and the Admissions Guide for Parents (published alongside these criteria) in order to give their son the best chance possible to secure a place at Queen Elizabeth's. The Governors will work closely with the local authority and participate fully in their scheme for coordinated admissions.

Consideration will be given initially to those applicants whose Common Application Forms are submitted and received before the published deadline, and places allocated accordingly. Only then will the Governors consider applications received after the deadline.

Repeat applications will not be considered in the same academic year.

### **Requests to sit the entrance tests**

Pupils will be admitted at age 11 with reference to their suitability for the nature of the education offered by the School. All places will be allocated on the basis of academic ability, established by selection tests to be held in the autumn prior to the year of admission. All entrance tests will be taken at the venue designated by the School.

Parents will be required to complete an entrance test request form to indicate their wish for their son to sit the selection tests. Each candidate will sit two tests on the same day. The scores for each test will be standardised, and then combined. Those candidates achieving the combined score set out in the accompanying Admissions Guide for Parents, or higher than this score, will be deemed to have met the standard required by the Governors to be eligible to be considered for admission to the School. Achieving this standard is not a guarantee that a place will be offered.

Prior to the deadline for making applications to schools, parents will be informed of the outcome of the selection tests. They will be told either that:

- i) Their son has achieved a score which meets the standard required by the Governors, and is therefore eligible to be considered for admission to the School

or that:

- ii) Their son has achieved a score which does not meet the standard required by the Governors, and that he is therefore not eligible to be considered for admission to the School.

### **Applications for places at the School**

All applicants for places at the School must complete a Common Application Form and return it to their home local authority.

If 180 applicants or more have achieved the standard required by the Governors, places will be offered to the 180 applicants placed highest in the list obtained by ranking applicants in the order of their combined scores in the selection tests. In the event of two or more applicants scoring the same mark, the rank order for allocation of places will be determined by the distance measured in a straight line between the front door of the applicant's home and the main School gate, with the closest given the highest rank. *(The applicant's home means the applicant's permanent address and cannot be a childminder's or business address. It should be the same address as would be given by the applicant's primary school. When parents live separately, the application must be based on the address at which the child usually lives and from which he attends primary school. When parents live separately but the child lives equally with both parents at different addresses, the address will be taken to be the address of the main parent/carer eligible to receive Child Benefit and Child Tax Credit).* Should this process leave two or more applicants still tied for the final available place, the applicant to whom the place will be offered will be determined by a random ballot, supervised by a person who is independent of the school.

If fewer than 180 applicants have achieved the standard required by the Governors, places will remain unfilled and available for allocation at a later date to applicants who do meet the required standard.

## **Waiting list**

Applicants who have achieved the standard required by the Governors, but have not been offered a place at the School, will be put on a waiting list in the rank order of their combined test scores. In the event of two or more applicants scoring the same mark, the rank order for the waiting list will be determined by the distance measured in a straight line between the front door of the applicant's home (as defined above) and the main School gate, with the closest given the highest rank. Applicants who achieved a combined test score higher than that of the lowest ranked applicant to be offered a place on National Offer Day, but who were offered a place at a school which they had ranked higher than Queen Elizabeth's in their list of preferences, will not be included on the waiting list unless their home local authority agrees to a change in their preference order. Should it be necessary to add an applicant to the waiting list at any stage, the list will be re-ranked according to the combined test scores achieved. Any places which become available will be offered to those on the waiting list in accordance with these admissions criteria. The waiting list will be maintained until 31<sup>st</sup> December 2019.

## **Appeals against non-admission**

The Governors will establish arrangements for appeals from those parents who have applied for their son to be admitted to the School, but have not been offered a place, to be heard by an Independent Appeals Panel.

## **Admission at ages other than 11**

There is only one formal point of admission to the School and this is at age 11 on secondary transfer. Parents seeking admission for a child outside the normal age range on secondary transfer should contact the School before following the same arrangements set out in this guide for those admitted to their normal age group. Applications will only be processed if they have been accepted by the home local authority of the applicant.

Pupils whose parents apply for a place in Years 7-11 at a later stage may be admitted only if a vacancy occurs and if that pupil's academic ability, as determined by entrance tests, meets the requirements of the Governors. The admissions criteria and waiting list procedure are as stated above. Parents wishing to apply for a place in Years 7-11 after the normal point of intake should contact the School for advice on the correct procedure. There is no formal point of admission into the Sixth Form.

The local authority may require the School to admit exceptionally a child who is of the necessary academic standard, either outside the normal admission arrangements or in excess of the published admission limit.