



JOHN HAMPDEN GRAMMAR SCHOOL ADMISSIONS POLICY 2013

The admissions policy for John Hampden Grammar School follows The Coordinated Admission Scheme for Secondary Schools in the Area of Buckinghamshire County Council Local Authority unless stated. This will be referred to as The County Scheme. The County Scheme is available on the Buckinghamshire County Council website.

1. Admission Numbers

The planned admissions number (PAN) of students for each year group is as follows:
Year 7-11 = 150.

For entry into Year 12, there will be a maximum of 160 places for students who have fulfilled the entry requirement. Priority is given to suitably qualified internal students but a minimum of 10 places will be reserved for external students who fulfil the entry requirement. Typically between 20 and 30 places, are available for external students each year.

2. 11+ Admission (Year 7 entry in September 2013)

Students are eligible to be considered for admission to John Hampden Grammar School in Year 7 if they meet the required standard in tests currently used and administered by Buckinghamshire County Council for 11+ selection designed to select students with the aptitude and ability for a grammar school education. Students who have met or exceeded the qualification mark, will then be allocated places according to the oversubscription criteria if the number of students meeting this standard is greater than 150. Applications should be made to Buckinghamshire County Council or to the home Local Authority of the applicant in the case of people living outside Buckinghamshire.

2.1 Over-subscription Criteria

Where eligible applications for admission exceed the number of places available, the following criteria will be applied in the order set out below to decide which student to admit:

1. Looked after or previously looked after children, as defined in the School Admissions Code.
2. Children living in the catchment area of the School*.
3. Brothers of children in Years 7 to 10 who are on the roll of the School at the time allocations are made and who will be on the roll of the School at the time of the proposed admission.
4. 5 Brothers of a pupil at Wycombe High School who is on the roll of Wycombe High School at the time allocations are made and who will be on the roll of the School at the time of the proposed admission.
5. Children who have exceptional medical or social needs which can only be met at this school supported by evidence as set out in the County Scheme.
6. Once the above rules have been applied, then any further places will be offered in distance order using the methodology set out in the County Scheme.
7. Where the School can take some, but not all, of the children who qualify under one of these rules, we will give priority by taking account of the next rule (or rules) in the numbered list.

Children who qualify and who have statements of Special Educational Needs that name the School will be admitted prior to the application of the admission rules.

*The catchment area of the School is defined in the County Scheme as illustrated on the County Council's website www.buckscc.gov.uk.

2.2 Waiting List

If any vacancies arise between National Offer Day (1st March or the first working day after this date if it falls on a weekend) and 31st December of the same year, first priority will be given to those on the waiting list managed by Buckinghamshire County Council through the County Scheme. From 1st January a waiting list will be maintained until 31st August by John Hampden Grammar School for admissions into Year 7 during the academic year. If places become available during that period, or for the beginning of the following academic year, admissions will be handled in accordance with the In Year Procedure outlined below. Any places will be allocated from the waiting list using the over-subscription criteria set out above and not by the date that a pupil joined the waiting list.

If parents decline an offer of a place, they may subsequently re-join the waiting list.

3. In Year Procedure

Admission to Years 8, 9 and 10 (and in to Year 7 from 1st January each academic year), up to the admission number of 150 will be handled in accordance with the School's In Year Procedure.

3.1 Testing Criteria

The academic suitability of candidates seeking admission to Year 7 under the School's 'In Year Procedure' will be assessed through curriculum based tests in English and mathematics. Candidates will be required to achieve a minimum standard in each of the tests in order to qualify for admission. For entry to Years 8 and 9 further tests will be set in science. Candidates for in year admission for Key Stage 3, will only be tested if they can demonstrate that they achieved Level 5s in the Key Stage 2 national curriculum tests. Children who attended schools which did not participate in the national tests will be required to submit alternative evidence to demonstrate that they have achieved an equivalent standard. This evidence will be reviewed by a panel of teaching staff chaired by a member of the Senior Leadership Team designated by the Headmaster.

Pupils wishing to be admitted to Year 10 will sit a test in science in addition to English and mathematics. Only in exceptional circumstances will pupils be admitted during Years 10 and 11 as GCSE courses will have commenced.

3.2 September Admission

Children seeking admission to Years 8, 9 and 10 at the start of the next academic year and who meet the Testing Criteria will be invited to sit tests in the Annual Testing Round. This is organised by the School, for which details are available upon request.

3.3 Immediate Admission

Children who have moved into the local area since the last Annual Testing Round may apply for immediate admission to Years 7, 8 or 9 and will be tested as soon as possible provided that they meet the Testing Criteria outlined above.

3.4 In Year Over-subscription Criteria

Where qualified applications for admission exceed the number of places available, the following criteria will be applied in the order set out below to decide which student to admit:

1. Looked after or previously looked after children, as defined in the School Admissions Code.
2. Children living in the catchment area of the School*.
3. Children with the highest aggregate score in the tests.
4. Brothers of children in Years 7 to 10 who are on the roll of the School at the time allocations are made and who will be on the roll of the School at the time of the proposed admission.
5. Brothers of a pupil at Wycombe High School who is on the roll of Wycombe High School at the time allocations are made and who will be on the roll of the School at the time of the proposed admission
6. Children who have exceptional medical or social needs which can only be met at this school, supported by written evidence from a doctor, social worker, educational welfare officer or other appropriate person.
7. Where the School can take some, but not all, of the children who qualify under one of these rules, priority will be given by taking account of the next rule (or rules) in the numbered list.

Children who qualify and who have statements of Special Educational Needs that name the School will be admitted prior to the application of the admission rules.

**The catchment area of the School is defined in the County Scheme as illustrated on the County Council's website www.buckscc.gov.uk.*

3.5 In Year Waiting List

Children who have qualified and have not been allocated a place may have their name placed on the waiting list for the relevant year. The waiting list will be ranked in accordance with the School's In Year Over-subscription Criteria as detailed in 3.4 above. If an applicant qualifies but cannot be allocated a place because the School is full, qualification ends 12 months after the test. The applicant must then be tested again in the next Annual Testing Round.

4. Sixth Form (Key Stage 5)

Applicants for places in the sixth form will be required to satisfy the following criteria:

- i) For Advanced Level courses, students will need to have achieved a minimum of 362 points from their best 8 full completed GCSE level examinations. These must include English and mathematics at C grade or above.
 - a. The point score is worked out by converting each grade to a numerical score where:
A* = 58, A = 52, B = 46, C = 40, D = 34, E = 28, F = 22 and G = 16
 - b. In an A level subject to be taken there is a minimum requirement of grade B or above at GCSE (either in the subject itself or in an appropriate related subject in the case of new courses) as indicated on the subjects' requirement. Each subject has a specific entry requirement, often requiring an A or A* grade at GCSE. Details are available in the Sixth Form Prospectus (on the School website or available from the School).
 - c. Applicants should note that entry to Year 13 (Upper 6th) from Year 12 requires a minimum of three pass grades (A-E) at AS level. In practice higher grades are needed at AS to ensure success at A2.

ii) In the event of over subscription of the places the following criteria will apply.

Priority will be given to students already on the School roll. Any remaining places in the Sixth Form will be allocated on the following basis (in order of priority).

1. Children with exceptional medical or social needs supported by written evidence from a doctor, social worker, Educational Welfare Officer or other appropriate person.
2. Children with exceptional educational needs supported by written evidence from an appropriate professional.
3. In the event of over-subscription, having allocated places using the above criteria, the remaining places will be awarded according to the highest point score achieved on the best 8 full GCSE's (or equivalent).

5. Evidence of Normal Home Address

The process for verifying the normal home address of applicants will match that outlined in the County Scheme – available via the Buckinghamshire County Council website (www.buckscc.gov.uk).

Returning forces personnel and crown servants will be dealt with in line with the County Scheme.

6. General

- a) This Admissions Policy is subject to consultation whenever changes are proposed.
- b) Buckinghamshire County Council will establish arrangements for appeals against non-admission, non-qualification and where testing is refused.
- c) A map of the School's catchment area for Year 7 and In Year and Sixth Form admission is available on Buckinghamshire County Council's website (www.buckscc.gov.uk).
- d) Parents wishing to know their entitlement to free transport should contact the County Council's Home Transport Service.

7. Explanation of Terms used in the Admission Rules

Terms used follow the County Scheme. In addition, for admission purposes "brother" and "sibling" mean one of two or more children who have one or more parent in common, or any other child (including an adopted child) who permanently lives at the same address and for whom the parent also has parental responsibility.