

## Admissions Criteria – September 2023

The Pupil Admission Number (PAN) for entry into Year 7 is 180.

All applications for admission to the school should be made on your Local Authority application form.

Parents who wish their children to take the Music and/or Sport Aptitude Test must submit a Test Application Form to the school by [DATE] (the closing date for test registration). The Music Aptitude test consists of two parts. The first part is a written test and those who achieve the pass mark will be invited to sit the second part which is an individual test. The first part of the Music Aptitude Test is timetabled to take place on [DATE]. The second part of the Music Aptitude Test usually takes place [INDICATION OF WHEN THIS MAY BE]. The Sports Aptitude test is scheduled to be held on [DATE]. All parents/carers will receive the outcome of these aptitude tests before the end of October. The results of the tests do not guarantee a place at the school.

### Special Educational Needs

Any boy with an Education, Health and Care Plan that names the school will be admitted.

### Oversubscription Criteria

If there are more applications than places available we will apply the oversubscription criteria listed below:

1. Boys who are looked after or previously looked after. A 'looked after child' 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. Previously looked after children 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). Previously looked after children also includes those 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.
2. Boys who have exceptional medical needs that makes Enfield Grammar School particularly suitable for him. The boy must have a demonstrable and significant need to attend Enfield Grammar School. Each application for priority in this criterion must be supported by written evidence from a doctor. The connection between the boy's needs and Enfield Grammar School must be clearly demonstrated.
3. Boys demonstrating an aptitude in sports or music (not more than 18 places – 9 for music and 9 for sport). N.B. Parents applying under this criterion are required to complete the supplementary application form in addition to the Local Authority application form. If there are insufficient applicants demonstrating an aptitude in music the remaining places will be given to those demonstrating an aptitude in sports and vice versa.

**Music:** Candidates who achieve the qualifying mark in the first round aptitude test will be invited to a second round individual test on their chosen instrument or vocally. The first round aptitude test is approximately 40 minutes duration and does not require any formal knowledge of music theory. The test will cover questions on pitch, rhythm, texture and melody and will be performed on computers. Candidates will be notified in

advance of the test date and venue. The purpose of the second-round test is to assess the candidate's capacity to learn or develop musical skills.

**Sport:** Places will be awarded following assessment of the pupils' aptitude by the School's sports staff. The school sports under this criterion are cricket, football and rugby.

Consideration for alternative test dates will be given in extenuating circumstances only and will be at the discretion of Enfield Grammar School. Extenuating circumstances include, but are not limited to, bereavement, religious holidays or festivals, or medical appointments.

4. Boys whose parent is a member of staff employed by Enfield Grammar School for two or more years at the time of application and/or boys of a member of staff who has been recruited to fill a vacancy for which there is a demonstrable skill shortage. This applies to any member of staff.
5. Boys with a sibling in the school at the time of proposed entry. Siblings will include full siblings, half-siblings, adopted siblings, step siblings, or the child of the parent/carer's partner, and in every case, the sibling should be living in the same family unit at the same address.
6. Distance. Priority will be given to those children living nearest to the school from the child's home address at the time of place allocation. Distance to the school is measured by straight-line distance, using the Local Authority's computerised measuring system.

Where a child lives normally during the school week with more than one parent at different addresses, the permanent home address for the purposes of school admissions will be the one closest to the main school entrance on our Upper School Site.

### **Tie-break**

In the event of a tie in any of the above criteria, places will be allocated to those who live nearest the school. If the distance criterion is not sufficient to distinguish between two or more applicants for the last remaining place then random allocation will be used. This process will be supervised by somebody independent of the school.

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

### **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. It is important for parents to note that they will have responsibility for providing evidence to support their request.

If parents wish for their child to be considered for admission to a year group which is outside their normal age group, then they must:

- a) Complete the Local Authority common application form or the in-year admission form, as appropriate.
- b) Attach a letter outlining reasons for the request and all supporting letters and/or documentary evidence in support of the application.

Enfield Grammar School will make decisions on the basis of the circumstances of each case and in the best interests of the child concerned. 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 Headteacher.

### **In-year admissions**

The school participates in the Local Authority's coordinated scheme for in-year admission to year groups 7-11. These applications must be made to the Local Authority, rather than Enfield Grammar School. Further information about this, including the relevant application form, is accessible via the Local Authority's admissions page on its website at:

<https://new.enfield.gov.uk/services/children-and-education/in-year-secondary-application-form-education.pdf>

If more applications are received than there are places available, applications will be ranked in accordance with the oversubscription criteria.

### **Waiting List**

Any child refused a place at the school for entry into Year 7 (in the normal admissions round) will automatically be added to the school's waiting list unless a higher preference school has been offered. In July (of the same school year in which they would otherwise be admitted), the waiting list will be reviewed by the Local Authority who will confirm that those on the waiting list are still seeking a place at the school.

The waiting list is maintained in the order of the oversubscription criteria. This means that names can move down the list if, e.g. someone moves into the area and is higher placed under the oversubscription criteria.

Where an application for in-year admission or admission to a year group other than Year 7 is unsuccessful, parents will be asked if they would like their son's name to be added to a waiting list for that year group. Waiting lists are not routinely kept for other year groups unless parents specifically ask for their child's name to be included on one.

### **Appeals**

The parents of any child refused a place at the school have a right to appeal to an independent appeal panel. The decision of the independent appeal panel is binding on all parties.