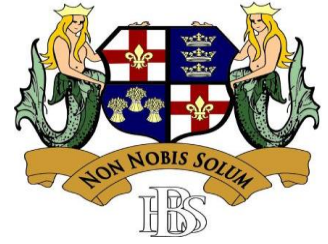


# BOSTON HIGH SCHOOL

LEADING LEARNING TOGETHER



## Name of Policy: Admissions 2023/24

Date Ratified:	November 2021
Monitoring Responsibility	Full: Yes Finance: Student Welfare: Curriculum:
Review Date:	
Headteacher:	Mr A Fulbrook
Chair of Governors:	Mrs Lisa Smith
Draftee (Academy Lead):	Mr A Fulbrook

## Admissions Policy 2023-2024

The published admission number is 108 for Year 7-11

The Governing Body is the Admissions Authority. It will admit those pupils that meet the entry requirements as laid out in this policy without reference to colour, race, religion or disability.

Boston High School has a co-educational Sixth Form.

### Entry requirements at 11+

Arrangements for applications for places in Y7 at Boston High School will be made in accordance with Lincolnshire County Council's co-ordinated admission arrangements; parents resident in Lincolnshire can apply online at [www.lincolnshire.gov.uk/schooladmissions](http://www.lincolnshire.gov.uk/schooladmissions), they can 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. Boston High School will use the Lincolnshire County Council's timetable published online for these applications and the relevant Local Authority will make the offers of places on their behalf as required by the School Admissions Code.

Admission to Boston High School is decided by the 11+ test procedure. Practice tests are available, and these are normally undertaken at the primary school prior to the real tests.

The process will involve two tests, one verbal reasoning test, and one non-verbal. Both tests will be taken either at the primary school, or at Boston High School, subject to arrangements requested by primary heads, for pupils in their final year at primary school and of the appropriate age group. The results of these tests will be rank ordered to select up to the top 25% of the local cohort, in keeping with the percentage intake targets across Lincolnshire grammar schools.

Parents will be informed of the outcomes of this process prior to submitting their preferences to School Admissions. The candidates selected through the above process will then be eligible to join Boston High School.

Pupils who sit the 11+ test and attain the qualification standard recognised by the Lincolnshire Grammar Schools Consortium will also be considered as eligible to join Lincolnshire Consortium grammar schools other than the Boston High School.

Those pupils who satisfy the entry requirements and apply will be offered a place, subject to availability. Sitting the test does not constitute an application for a place at the school. There is a legal requirement for admissions authorities to comply with the agreed co-ordinated admissions scheme for entry into Year 7, which is administered by Lincolnshire County Council, as the local authority. Under the co-ordinated arrangements, all applications must be submitted by parents or carers either by applying online or on their home local authority's common application form.

If more pupils reach the standard than the school can accommodate, in accordance with legislation the allocation of places for children with the following will take place first; Statement of Special Educational Needs (Education Act 1996) or Education, Health and Care Plan (Children and Families Act 2014). After that, priority will be determined in the following order:

- Looked after children and all previously looked after children including those children who appear to have been in state care outside of England and ceased to be in state care as a result of being adopted. 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. 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 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 Act 2002 (see section 46 adoption orders). Child arrangements orders are defined in s.8 of the Children Act 1989, as amended by s.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).

- The child is registered for Pupil Premium defined as those registered for free school meals at any point in the last six years (not including Key Stage 1 statutory free school meals).
- siblings of pupils already attending the school at the time of admittance
- Pupils living near to the school based on a straight line distance as calculated electronically to three figures after the decimal point (eg 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.

### **Oversubscription / Tie Breaker situation**

- The oversubscription criteria are listed in the order we apply them. If it is necessary to distinguish between more than one applicant in any criteria, the next criteria will be applied until the tie-breaker is used.
- Tie breaker: If two or more children are tied for the last place a lottery will be drawn by an independent person, not employed by the school or working in Children's Service Directorate at the local authority.

If the school is oversubscribed, the School Admissions Teams will keep a waiting list up until the end of the autumn term. Where a child stands in relation to the oversubscription criteria rather than length of time on the waiting list will be the determining factor if a place becomes available.

Parents have the right to appeal against the decision not to offer a place to an independent appeals panel. Details of the process can be obtained from the Clerk to Governors [clerk@bostonhighschool.co.uk](mailto:clerk@bostonhighschool.co.uk) Please visit our website for more details.

### **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.

Parents wishing to make these requests must contact their home local authority for guidance on the procedure to follow. Parents resident in Lincolnshire should call 01522 782030 or email [schooladmissions@lincolnshire.gov.uk](mailto:schooladmissions@lincolnshire.gov.uk) for advice on the procedure to follow.

It is important for parents to note that their child will need to meet the selective criteria in-place to be considered. It is Parents responsibility to provide whatever evidence they wish to support their request. Boston High School and the Governors will make their decision 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;
- report from an Educational Psychologist
- the views of their current head teacher
- Where relevant the pupil is of exceptional ability and has been working with an older age group for at least a year.

The school will consider under-age children who are outstandingly able and who need to be accelerated beyond their year group. This evidence will need to be provided before testing. Early entry will only be permitted when an exceptionally strong case is made.

## Mid-Year Entry

Mid-year entry to the school is possible in Years 7 to 11 if the numbers in the relevant year group are below the published admission number. Applications are made on the Lincolnshire mid-year admissions available from : [www.lincolnshire.gov.uk/schooladmissions](http://www.lincolnshire.gov.uk/schooladmissions) they can also apply by telephone, or ask for a hard copy application form, by telephoning 01522 782030 or directly to the school (parents will be asked to apply via Lincolnshire county council), but applicants for places in Years 10-11 will need to be aware that Key Stage 4 qualification routes already started in other schools may not be able to be continued or contribute to successful outcomes from the school's examination board syllabuses.

If a child has taken the 11+ in Lincolnshire, a direct transfer can be made, at the Governors' discretion, if the child has reached the qualifying standard.

Pupils who have not taken the 11+ test will be tested by the school to assess potential. A place may then be offered, subject to the level attained correlating with performance in the top 25% of the relevant age cohort.

### ASSESSMENT PROCEDURE:

Once a mid-year application through Lincolnshire County Council is complete. Pupils will be invited in to take the mid-year entrance test. The tests are based on nationally recognised and standardised GL Assessment tests.

#### 11+ - Year 7 Entry

Pupils in current Year 7 will sit two GL Assessment 11+ tests, one verbal reasoning and one non-verbal reasoning and they will need to score in line with the top 25% of their cohort admitted to the school (in their admission year) to be considered a place.

#### 12+ - Mid-Year Entry Year 8 plus

Pupils in Year 8 and above will sit a GL Assessment Cat 4 test. This consists of verbal reasoning, non-verbal reasoning, quantitative and spatial tests (test differences are highlighted below). These will be age weighted. Pupils will be expected to attain an average National Percentile Ranking (NPR) of 75% and above, with the verbal and non-verbal NPR score to be no lower than 75%. This will place them in the top 25% ability range for the GL national data set.

The NPR is based on GL Assessments national representation and is the fairest way to compare the performance of different pupils within a year group. The CAT4 test provides a unique profile of strengths and weaknesses across four areas:

Verbal Reasoning – the ability to express ideas and reason through words is essential to subjects with a high language content, and the most obvious skill picked up by traditional assessment.

Non-verbal Reasoning – problem-solving using pictures and diagrams; skills which are important in a wide range of school subjects, including maths and science-based subjects.

Spatial Reasoning – the capacity to think and draw conclusions in three dimensions, needed for many STEM subjects, but not easily measured by other datasets.

Quantitative Reasoning – the ability to use numerical skills to solve problems, applicable well beyond mathematics

All parents have the right to appeal against this decision via the Clerk to Governors.

Pupils in schools belonging to the Boston Secondary Schools Partnership may be referred to the school, under the terms of the partnership agreement, by the Head of their own school as a result of performance tracking, and may undertake a six-week trial period as their entry process.

For late intake applications and mid-year applications, the school will aim to remove any disadvantage to UK service personnel by applying the oversubscription criteria where children are tested and reach the required standard. This will entail checking to see if the address is within the distance of the last child admitted in the last admission round that was oversubscribed on offer day. If the address is within the distance, the governors will consider admitting providing all children in public care and siblings have already been admitted. This will be irrespective of the fact that the school has heard appeals or has appeals currently scheduled. It may be that we cannot admit because of organisational difficulties within the school, in which case we will inform the Local Authority and ask them to consider allocating second and third preferences. Official notice of postings may be requested in the above cases.

All parents have the right to appeal against this decision via the Clerk to Governors.

Pupils in schools belonging to the Boston Secondary Schools Partnership may be referred to the school, under the terms of the partnership agreement, by the Head of their own school as a result of performance tracking, and may undertake a six-week trial period as their entry process.

## **Sixth Form**

Our Year 11 internal pupils have the right to transfer to our Sixth Form, provided that they meet the academic entry standards and that we can accommodate their choice of subjects. The school produces a Sixth Form prospectus each year, giving details of all of the courses on offer and the criteria which needs to be met.

We also extend a warm welcome to applications from pupils attending other schools. The published admission number for external candidates is 30; we operate this as a minimum number. The sixth form at Boston High School Academy has a maximum combined published admission number of 300; 150 for year 12 and 150 for year 13.

Should applications from suitably qualified external pupils exceed the number of places available, the following over-subscription criteria will be applied:

- A) Looked after children and all previously looked after children including those children who appear to have been in state care outside of England and ceased to be in state care as a result of being adopted. 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. 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 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 Act 2002 (see section 46 adoption orders). Child arrangements orders are defined in s.8 of the Children Act 1989, as amended by s.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).
- B) The child is registered for Pupil Premium defined as those registered for free school meals at any point in the last six years (not including Key Stage 1 statutory free school meals).
- C) There is a brother or sister on roll at the time of application
- D) the highest average GCSE point score (or equivalent).

All internal and external applicants must achieve grades 4-9 in at least five GCSE subjects including English **or** Maths GCSE. Each subject has their own entry requirements, and these are reviewed annually and should be checked in the Sixth Form prospectus for the relevant year. This subject entry

criteria will be applied on results day. The school cannot guarantee to accommodate every preferred combination of A level subject, due to constraints of timetabling.

As we are now on a two-year linear A-Level course, we expect all pupils to transition from Year 12 to Year 13.

## **Open Evenings**

An open evening for parents is held in January and July for entry into Year 7, and in November and January for entry to the Sixth Form. A 'Taster Day' is held for prospective Sixth Form pupils in June.

## **Appeals**

All appeals against decisions against offering a place should be addressed in the first instance to the Clerk to Governors. Please contact via email: [clerk@bostonhighschool.co.uk](mailto:clerk@bostonhighschool.co.uk)

## **Fair Access Protocol**

Local Authorities are required to have Fair Access Protocols in order to make sure 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.

## **Fraudulent or Misleading Applications**

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.

## **Reserve List**

*For admission into the intake year the admission authority for Boston High School will keep a waiting list which we call a reserve list. In this school we will only add to the reserve list children who have achieved the required standard in the selection tests or have been deemed qualified by the independent appeal panel. If we have to refuse a place at our school a qualified child is automatically put on the reserve list, unless a higher preference school has offered a place. This list is kept in the order of the oversubscription criteria, as required by the school admissions code. Children can move up and down the list depending on where the other children are ranked against the oversubscription criteria. The admission authority must not take account of the time you have been on the list when allocating places. For the intake year the list is held by the Local Authority School Admissions Team until the end of August. After this the school admissions code requires that schools keep the reserve list until the end of the autumn term.*

## **Children of UK Service Personnel (UK Armed Forces)**

In order to meet the government's military covenant aimed at helping UK service personnel, and Crown Servants returning from abroad we have adopted the following arrangements. For families of 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 the application is accompanied by an official letter that declares a relocation date and a Unit postal address, intended address or quartering area address. This address will be used 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 because the family does not have an intended address or does not currently 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.
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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.

## Definitions

**Looked after children and all previously looked after children including those children who appear to have been in state care outside of England and ceased to be in state care as a result of being adopted.** 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. 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 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 Act 2002 (see section 46 adoption orders). Child arrangements orders are defined in s.8 of the Children Act 1989, as amended by s.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).

### A sibling:

- a full brother or sister, whether or not resident in the same household, attending the same school to which the applicant is applying;
- another child normally resident for the majority of term time in the same household, for whom an adult in the household has parental responsibility as defined in the 1989 Children Act and Section 576 of the 1996 Education Act; in the case of twins (or two siblings in the same age cohort), and where there is only one place available in the relevant school, both will be considered together as one application, provided both have met the standard for entry. The school will be authorised to exceed its published admissions number by one.

### Home Address:

The home address is considered as the address where the child lives for the majority of term time with a parent (as defined in section 576 of the Education Act 1996) who has parental responsibility for the child (as defined in the Children Act 1989).

Where a child lives normally during the school week with more than one parent at different addresses, the home address accepted 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 two addresses during school term time with a parent, they can choose which address to use on the application.

If a parent has more than one home, we will accept the address where the parent and child normally live for the majority of the school term time as the home address.