



## **ADMISSION SEPTEMBER 2011**

SALE GRAMMAR SCHOOL  
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Headteacher: Mr D. A. Wilson

### **ADMISSION ARRANGEMENTS FOR BOYS AND GIRLS WHO WILL BE 11 YEARS OF AGE BY SEPTEMBER 2011**

(Date of Birth must be between 1<sup>st</sup> September 1999 and 31<sup>st</sup> August 2000)

The Admission Authority for this school is the Governing Body and the intended admission number for 2011 is 180.

### **INFORMATION EVENINGS FOR PARENTS ONLY TO DISCUSS ADMISSION ARRANGEMENTS**

THURSDAY 29<sup>th</sup> APRIL 7.00pm – 8.00pm  
for those residing within the priority admission area

TUESDAY 4<sup>th</sup> MAY 7.00pm – 8.00pm  
for those residing outside the priority admission area

### **OPEN EVENING**

THURSDAY 8<sup>th</sup> JULY 2010  
6.00PM – 8.30PM

Booking is not required for any evening

### **EXAMINATION DATE**

SATURDAY 2<sup>nd</sup> OCTOBER 2010

## 1. How do I apply for a place?

Sale Grammar School has its own admission arrangements. These will be widely advertised in the local press from April onwards and are summarised here.

- You must apply directly to Sale Grammar School for your son/daughter to take the entrance exam on **Saturday 2<sup>nd</sup> October 2010**.
- You must also complete your Local Authority's Common Application Form which, in Trafford, must be returned to the Local Authority by **Friday 29<sup>th</sup> October**. If you reside outside Trafford please check the return date for your own authority.
- Your son/daughter must have a date of birth between 1<sup>st</sup> September 1999 and 31<sup>st</sup> August 2000.
- To enter your child for the exam you should complete the enclosed registration form and return it to the school with 2 passport sized photographs by **Friday 3<sup>rd</sup> September 2010 at the latest, but preferably well before this date**.
- On receipt of your application to sit the entrance exam we will send you an acknowledgement. Please contact Mrs Bentley on 0161 972 3255 if you do not receive an acknowledgement within 2 weeks. If there are exceptional circumstances and your child is unable to come to school on Saturday 2<sup>nd</sup> October, please let us know when you return the form and we will make alternative arrangements.
- If you feel that there are any special circumstances that might affect your child's performance on 2<sup>nd</sup> October, it is important that you let us know on the Special Circumstances form which will be included in the information pack sent 2 weeks prior to the exam.

Further details about the entrance procedure will be available at the Information Evenings, when the Deputy Headteacher and Admissions Officer will explain the procedures and you will have the opportunity to ask questions. The meeting will last approximately 1 hour.

## 2. What will the entrance exam be like?

The entrance exam consists of a Non-Verbal Reasoning test, a Verbal Reasoning test and a Maths test. These multiple choice tests are set by GL Assessments (formally NFER).

No extra time will be allowed if your child needs to leave the examination for any reason. He/she will be allowed a short break in the middle of the examination for a toilet visit and/or a drink.

If your child does have to leave the room because of illness and subsequently goes home, if he/she has started one of the test papers it cannot be completed on another date. The special circumstances sheet should be completed and returned to us as soon as possible giving full details. We can only let your child sit the tests they have missed.

## 3. When will my son/daughter know if he/she has qualified?

The test results will be sent to you by post on Thursday 21<sup>st</sup> October 2010. For your child to qualify for a place at Sale Grammar School he/she must gain a qualifying score of 353 and you must ensure that you have **named** Sale Grammar School as a preference on the Local Authority's Common Application Form. **This form must be returned to the Local Authority in which you reside**. Please be aware that achieving the qualifying score is not an offer of a place.

As required under the National Co-ordinated Secondary Arrangements the list of qualifiers is then sent to the LA, who will apply their allocation procedures to determine the offer of a place on national offer day, the 1<sup>st</sup> March 2011. This will all be explained at our Information Evenings.

#### **4. If we are oversubscribed, how do we award places?**

If the number of qualifying applicants is greater than the number of places available, then the places will be awarded as follows to qualifying applicants: -

- I. Children in public care (looked after children) as defined in the Admissions Code 2007.
- II. Applicants residing within the priority admission area as defined by postcodes M31, M33, WA14, WA15, and M23 within the Trafford Authority. Where the number of applicants qualifying for admission under this criterion exceeds the number of places available, priority will be given to those applicants residing closer to the school as measured by a straight line distance from the front door of the applicant's place of residence to the main door of the school.
- III. Applicants from outside the priority admission area will be placed in rank order as determined by their scores in the selection tests. Where several applicants qualify for the final available place using ranked scores, priority will be given to the applicant residing closest to the school as measured by a straight line distance from the front door of the applicant's place of residence to the main door of the school.

Where child-care arrangements are shared between two addresses please see the Admissions Policy for further clarification.

#### **5. What happens once my son/daughter has qualified and been offered a place?**

Once we have received your admission form, we will send you further information about the School, the uniform and details of the Induction Afternoon and Evening.

#### **6. Appeals procedure**

The Governors arrange an independent panel which will consider any appeals. If we do not offer your child a place you have the right of appeal. Details of the appeals procedure are available on request to the Admissions Officer.

#### **REMINDER**

- You must send the completed registration form, together with 2 named passport sized photographs, to the school as soon as possible, so that your son/daughter can register for the entrance exam.
- If you require an alternative date for religious reasons please send notification in with your application form.
- If your child is ill on 2<sup>nd</sup> October please notify us as soon as possible on that day. We will make alternative arrangements if you return the special circumstances form to us, together with a doctor's note.
- Please let us know as soon as possible if your child will not be taking the examinations to avoid unnecessary expense to the school.

For further clarification please see the Admissions Policy on our website [www.salegrammar.co.uk](http://www.salegrammar.co.uk) or phone Mrs Bentley on 0161 972 3255.