



## **Admissions Policy for Queen Elizabeth's Grammar School Ashbourne Academy**

As an academy, Queen Elizabeth's Grammar School is its own Admissions Authority. However QEGS participates in the Derbyshire County Council system and initially the scheme is administered by the County Council on behalf of the academy.

The standard admissions limit for QEGS is 236 students per year group.

Students will be admitted at the age of 11 without reference to ability, aptitude or religious faith according to the criteria for admissions in order of priority which is detailed below:

1. Children with Special Educational Needs, whose Statement of Education and Health Care Plans name Queen Elizabeth's Grammar School.
2. Looked after children and all previously looked after children. 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).
3. Children whose home address is within the area served by the academy at the time of admission (including those living in another LA area). Proof of residency will be required by the coordinated scheme. Where a child lives with one parent and partly with another member of the family, the home address will be considered to be the residence where the child spends at least three nights of the school week each week.
4. Children not living in the normal area of the academy, but who have brothers or sisters attending the academy at their time of admission. The term brother or sister includes:
  - a. A half brother or sister;
  - b. A legally adopted child, who has previously been a looked after child, being regarded as a brother or sister;
  - c. A step brother or step sister residing in the same family unit.
5. Children of staff employed directly by the school at the time of admission:
  - a. Where the member of staff has been employed at the school for two or more years, and/or
  - b. The member of staff is recruited to fill a vacancy where there is a demonstrable skill shortage.



6. Other children whose parents have requested a place.

Where in the case of 3, 4, 5 or 6 above, choices have to be made between children satisfying the same criteria those children living nearest to the academy (measured by the nearest available route) will be given preference. The distance will be measured by a standard walking distance calculated from the main gate of the academy to the front door of the applicant's property.

### **The Academy's Normal Area**

The following communities are within the academy's normal area:

Alkington	Hartington	Parwich
Alsop en le Dale	Hognaston	Rodsley
Ashbourne	Hollington	Roston
Atlow	Hulland	Shirley
Ballidon	Hungry Bentley	Snelston
Biggin	Ilam Parish	Somersal Herbert
Biggin by Hulland	Kniveton	Sudbury
Bradley	Longford	Thorpe
Brailsford	Mappleton	Tissington
Clifton	Marston Montgomery	Waterhouses
Cubley	Mercaston	Wyaston
Doveridge	Norbury	Yeaveley
Edlaston	Offcote	Yeldersley
Fenny Bentley	Osmaston	

However, this list is not complete as it omits smaller hamlets and isolated properties. Please note that the Admissions Area is defined by means of a boundary line and does not necessarily include the entire geographical area of all the villages.

The Children's Services Department has a Geographic Information System (GIS) to measure the straight line distance. It is measured by a standard straight line distance calculated to within two metres. This measurement is taken from the postal address file, normally the house front door. For schools the grid reference is taken from the postal address file and will normally be the centre of the school for primary phase schools, or the nearest gate or entrance for secondary schools.

If parents are refused a place for their child, they have the right to appeal to an Independent Appeals Panel.



## Admission to the Sixth Form

To follow a programme of A-Level subjects, students must have a minimum of 5.5 GCSE points from at least six GCSEs, which must include English and Mathematics (at grade 5). To follow a Vocational programme students should have achieved 5 grade C's, normally including English and Mathematics (at grade 5). It is possible to re-sit either Mathematics or English GCSE alongside a Level 3 programme. This individual programme will be agreed with Mr Atkins.

- To study A-Level Mathematics it is necessary to have at least grade 6 at GCSE Mathematics.
- To study A-Level Science it is necessary to have a grade B in the appropriate GCSE separate Science or grade BB in any of the GCSE courses in Science; it is also necessary to have a grade 6 at GCSE Mathematics.
- In order to study a subject at A-Level that has been studied at GCSE it is necessary to have at least a grade C (grade 5 if English) in that subject.
- GCSE equivalence grades at C or above, from courses such as BTECs can only be counted as one of the six grades required for entry to the Sixth Form. These will not be sufficient to study Mathematics or Science at AS Level.
- All students must have a good record of conduct and be comfortable with the values and the ethos of the academy. All students will be interviewed and references sought for external candidates.
- All students must apply for a place in the Sixth Form by completing an application form which sets out their subject choices and career plans. [www.qegs.link/SixthFormApply](http://www.qegs.link/SixthFormApply)
- Progress from Year 12 to Year 13 is not automatic and is dependent upon a successful first year and a pass grade in the progression exams taken at the end of Year 12

GCSE Points									
GCSE Grade	A*	A	B	C	D	E	F	G	U
GCSE Points	8	7	6	5	4	3	2	1	0

We anticipate that all Year 11 students from QEGS who wish to enter the Sixth Form and meet the course requirements will be offered a place.

Applications for external candidates should, where possible, comply with the deadline date of 28<sup>th</sup> February.



## Process of Entry into Year 7

Application forms are distributed by Derbyshire County Council and should be returned to them by 31<sup>st</sup> October in the year prior to admission by one of the following methods:

- Apply online – [www.derbyshire.gov.uk/admissions](http://www.derbyshire.gov.uk/admissions)
- Apply by phone. Ring Derbyshire County Council on 01629 533190. The call centre is open between 8am and 8pm, Monday to Friday, and Saturdays 9.30am to 4pm.
- If for some reason you are unable to make an application online, please ring the Admissions and Transport Team on 01629 537479.

**Make sure your application is in by midnight on 31<sup>st</sup> October.**

In the event of a place being unavailable, an Appeal procedure is available. Appeal forms may be obtained from the Admissions and Transport Team at Derbyshire County Council or via our website. The completed form should be returned to the Admissions and Transport Team at Derbyshire County Council who will pass them to the academy.

Appeals are heard by an Independent Appeals Panel, but organised by the academy. Appeals are heard as soon as reasonably possible after the refusal of a place, but normally within 30 school days of being lodged.

## Fair Access

A place may be available under the Fair Access Protocol whereby a student meeting Criteria 3 who has been refused a place because one is not available in the year group may be admitted if the nearest secondary school to their home which has a place available is more than 8 miles away.

## Waiting List

Under the co-ordinated scheme, the LA will maintain a waiting list for Year 7 intake until the end of the autumn term. The academy will continue to maintain a waiting list for subsequent terms. Applications for inclusion on a waiting list must be made on the academy's appropriate form and they will be ranked according to our oversubscription criteria as described above. We have to admit any student who is admitted through the appeal process. We may also have to admit any student who is the subject of a 'direction' by the LA or allocated to us according to the local Fair Access Protocol and any such students take precedence over the waiting list.

The academy does not maintain waiting lists for "full" year groups.



## **In Year Admissions**

Admissions mid-year for any year group, and for Year 7 after the end of the autumn term, will be dealt with in accordance with this policy and will be administered by the academy. An application form may be obtained online at [www.derbyshire.gov.uk/admissions](http://www.derbyshire.gov.uk/admissions).

## **Tie Breaker**

If after applying all the admissions criteria and the distance tie breaker, there are more applications than places available, a Random Allocation will be used.

## **Admission of Children Outside their Normal Age Group**

The Schools Admissions Code states that 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.

Where a parent is requesting a place for their child which is outside their normal age group, QEGS will make a decision whether or not to admit the child by taking into account the circumstances of the individual case, and what will be in the best interests of the child. This will include taking account of the parent's views, reviewing information about the child's academic, social and emotional development, their medical history and the views of a medical professional (where relevant), and taking into account whether the child has been previously educated out of their normal age group.

In the event of a student needing to repeat an academic year:

- a) GCSE students would be required to complete their qualifications in the academic year of their 17<sup>th</sup> birthday;
- b) Students following Post-16 programmes, would be required to complete their qualifications in the academic year of their 19<sup>th</sup> birthday.

The academy is unable to provide appropriate educational programmes and pathways for students who repeat more than one year in a key stage.

Decisions on such matters will be at the discretion of the Head of Academy.