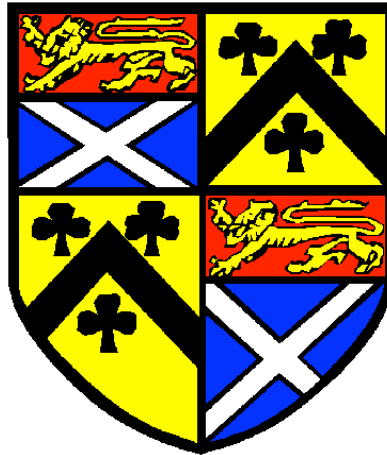


IN-YEAR ADMISSIONS POLICY



THE ROCHESTER GRAMMAR SCHOOL
July 2014

The Mission Statement:

Transforming Life Chances

This will be evident because

- Students will support each other and be motivated to learn and to achieve
- Staff will provide the learning environment, the support and the personal challenge through which each student can excel.
- Parents will support the school ethos and fully contribute to the life of the school.
- Governors will be critical champions of the school.

Policy Statement regarding In-Year Applications to the RGS

The RGS as an Academy will admit students under the Co-ordinated Admissions Scheme at age 11, ie transition from Key Stage 2. This will include students assessed as selective on test or review and in keeping with our oversubscriptions criteria. Once outside the Co-ordinated Scheme of entry at age 11, no other selection process will be valid except those outlined in this policy.

Once a formal application to enter the school has been received the following procedure will be followed:

1. The student's current school will be contacted to ask them to provide us with end of year test scores and last report.
2. The student will be invited to sit an entrance test for admission. Testing will be carried out according to a published calendar (one day per month). This will be based on the following:
 - a. Maths test: NFER test – age equivalent to the year of proposed entry to the RGS. In addition, AfL tasks for the level the student should be at including the examination sat by RGS students at the end of the previous academic year.
 - b. English test: NFER test – age equivalent to the year of proposed entry to the RGS. In addition, AfL tasks for the level the student should be at including the examination sat by RGS students at the end of the previous academic year.
 - c. Science test: a test age equivalent to the year of proposed entry. In addition, AfL tasks for the level the student should be at including the examination sat by RGS students at the end of the previous academic year'
 - d. MFL test (any language studied): a test age equivalent to the year of proposed entry. This MUST include an oral examination.

It is envisaged that the tests would be spread over a whole day, so the child should bring a packed lunch, drinks etc. The tests will be administered by the Examinations Manager and completed under exam conditions, with an invigilator.

3. The tests will be marked within 5 school days and the results given to the Examinations Manager, who will then pass the complete file to the Principal's P A.
4. The Executive Principal/Principal will consider the test results and consider whether or not a place should be awarded to the student. Regard will be given to the PAN for the year of entry, and the current roll of the year group.

5. If the student is to be admitted, admissions letter, forms, and booklet will be sent to the parents. Medway Admissions will be informed that the child has been admitted. Parents will be invited into school with their child to meet with the Executive Principal/Principal and a member of the pastoral team.
6. The above procedure should be followed whether or not the child has already been deemed selective by another school, or at age 11 (11+) and has been at another grammar school/school in the intervening years.