

NORTHAMPTON SCHOOL FOR GIRLS

Policies and Procedures

Title:	Admissions Policy for entry to Year 7 in 2022
1	Policy Statement <p>Northampton School for Girls is a single sex community comprehensive for girls aged 11-18. Boys are admitted to the Sixth Form only when NSG offers an appropriate combination of courses for them Post 16 and places are available on these courses.</p> <p>We believe that a single sex school provides a qualitatively different learning environment for girls and we would hope that the parents of applicants to the school for entry to Year 7 are convinced that a girls' school is the most appropriate school for their daughter.</p> <p>At Northampton School for Girls we are committed to providing a learning environment with an ethos of high expectations for students of all abilities. Our Admissions Policy and Procedures aim to ensure a balanced intake into the school that is fully representative of those who have applied to the school for that year of entry, through a fair and objective process.</p>
2	Who does this policy apply to? <p>2.1 Anyone that is seeking a place for entry to Year 7 in September 2022</p>
3	Who is responsible for carrying out this policy? <p>3.1 The Governors and Headteacher at Northampton School for Girls are responsible for adhering to this policy in accordance with the School Admissions Code 2014.</p> <p>3.2 Northamptonshire County Council, School Admissions are responsible for the allocation of school places in accordance with this policy and the School Admissions Code 2014.</p>
4	Procedures (standards) <p>4.1 The school's admissions number is 270. The school can admit up to 270 girls in any one year.</p> <p>4.2 Where there are more applicants than places available, following the allocation of places to students with an education, health and care plan (EHC), the following criteria will then be applied in order:</p> <ol style="list-style-type: none">1. Children in public care (looked after children) or previously in public care*.2. Students who will have an older sibling continuing at NSG at the time of admission*.3. Children of staff*.4. Other. <p>4.3 After the allocation of places to students with EHC plans and oversubscription criteria 1 to 3, the remaining students will be placed in five bands of cognitive ability. The following process is used:</p> <ol style="list-style-type: none">I. The bands of cognitive ability will be of equal size and will be based on the same common ability test.II. The number to be admitted from each band is determined by dividing the places remaining by five. <p>* Additional information about children in (or previously in) public care, sibling link, children of staff, fair allocation and multiple births (including twins) are given overleaf.</p> <div style="border: 2px solid red; padding: 10px;"><p><u>IMPORTANT NOTICE</u></p><p>ALL students who seek a place at the school under ANY criteria MUST complete an online NSG Supplementary Information Form and submit it to the school by 5.00pm on Sunday 31st October 2021, AS WELL AS submitting the Local Authority Form to Northamptonshire County Council by 5.00pm on Sunday 31st October 2021.</p></div>

Originator:

Approved:

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4.4 ALL applicants will be required to attend on Saturday 13th November 2021 in order to sit an ability test, the results of which will be used to both operate the banding system fairly and to provide valuable information used for grouping students. For details of the operation of the banding system see Appendix A.

ALL parents will be informed by the Local Authority of the school allocated to their daughter on Tuesday 1st March 2022.

5 Additional Information

I. Criterion 1 - Children in public care (looked after children) or previously in public care

'Looked After Children' are those who are (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 at the time of making an application to the school. 'Previously Looked After Children' are defined for the purposes of the legislation as those who immediately after being in care became subject to an adoption, child arrangements, or special guardianship order. (Parents must supply a copy of the relevant order as evidence of their child's status.)

I. Criterion 2 – children who will have an older sibling continuing at NSG at the time of admission.

Children applying who have an elder sister or brother who will still be at the school when the applicant starts in the September will take priority (i.e. the sibling is on roll at the school both at the point of application and at the point of admission). For the purposes of this criterion, 'sibling' is taken to include a step-brother/sister, half-brother/sister, or child who is adopted or fostered, in all cases providing they are living at the same address. Although their place is not dependent on the performance in the common ability test, all girls applying for a sibling criterion place are required to sit the test in order that the information may be used for grouping purposes.

II. Criterion 3 - Children of staff at the school

Children of staff directly employed by Northampton School for Girls will be allocated a place if either or both of the following conditions are met:

- a. where the member of staff has been employed at the school for two or more years at the time at which the application for admission to the school is made, and/or
- b. the member of staff is recruited to fill a vacant post for which there is a demonstrable skill shortage.

III. Other Pupils - Fair Allocation

Fair, or random, allocation of the remaining places is used to decide which students will be offered the remaining places after Criteria 1 to 3 have been applied. This will be done by allocating places in a statistically random order generated by computer. This process is approved by the Department for Education as a fair and objective method of allocating places when there are more applicants than there are places available in any band and the number of places available is exceeded within any criterion. See Appendix A for further information.

IV. Twins, triplets or other multiple births

In the case of twins/multiple births from the same household, places will be offered above the published admission number to the other twin or multiple birth children whose twin or multiple birth sibling was offered a place within the admission number. If the qualifying sibling withdraws, then the second place (or other places) is forfeit.

If you have any queries about our Admissions Policy or Procedures, please telephone the school and ask to speak to the Headteacher's PA. The Admission team at the Local Authority will also be able to answer any queries (telephone 0300 1261 000).

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	All parents who are unsuccessful in gaining a place at the school for their daughter will be sent information explaining how they may, if they so wish, place their child's name on a waiting list. Please see Appendix B for further information.
6	Policy Review
	6.1 This policy will be monitored as part of the Academy's annual internal review and reviewed on a three year cycle or as required by legislature changes.

	Appendix A
	<p>Fair Allocation of Places</p> <p>Where there are more applicants than places available, following the allocation of places to students with an education, health and care plan (EHC), the following criteria will then be applied in order:</p> <ol style="list-style-type: none">1. Children in public care (looked after children) or previously in public care;2. Students who will have an older sibling continuing at NSG at the time of admission;3. Children of staff;4. Other Pupils <p>After the allocation of places to students with EHC plans and oversubscription criteria 1 to 3, the remaining students will be placed in five bands of cognitive ability. The following process is used:</p> <ol style="list-style-type: none">(i) The bands of cognitive ability will be of equal size and will be based on the same common ability test.(ii) The number to be admitted from each band is determined by dividing the places remaining by five. <p>Tiebreaker</p> <p>If the admission number is exceeded within any criterion, random allocation (fair allocation) will be used to determine to which pupils in this criterion a place will be offered. Pupils are ordered alphabetically and numbered. These numbers are then put into a random order using an electronic randomiser. This denotes the order in which these pupils will be allocated within this criterion. A more detailed explanation of this process can be found on the Local Authority website www.northamptonshire.gov.uk/admissions.</p> <p>Note:</p> <ul style="list-style-type: none">• Banding only operates when the number of applications exceeds the number of places available.• If places remain vacant in one (or more) bands after the allocation places, these will be filled by children in the adjacent bands (in oversubscription admission criteria order), before children who have not sat the test are considered.

Appendix B

Waiting Lists

Waiting lists are held for all year groups by the Local Authority.

Following an unsuccessful application, parents/carers can request that their child's name be placed on the waiting list.

Waiting lists will be cleared at the end of each school term. If you wish your child's name to remain on the waiting list for the remainder of the academic year, you will need to inform the School Admissions team at Northampton County Council, in writing, by the start of each subsequent term (ie: during the Christmas and Easter breaks) to renew your interest.

When a place becomes available it will be filled by one of the pupils on the waiting list in accordance with the oversubscription criteria listed in this policy.

Priority will not be given to children on the basis that they have been on the waiting list the longest and children being allocated places under the Fair Access Protocol will be given priority.

A new application will be required for a new academic year.

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