WIRRAL GRAMMAR SCHOOL

FOR GIRLS

ADMISSIONS POLICY AND PROCEDURE 2027

Approved at Full Governors March 2026

ADMISSIONS POLICY AND PROCEDURE

Wirral Grammar School for Girls is a selective grammar school for girls with Academy status for girls from 11-18 years. Admission to the school is determined by the Governors. The school's assessment arrangements will be conducted by Wirral Local Authority and the school will participate in Wirral Local Authority's co-ordinated admission arrangements.

ADMISSIONS OF PUPILS AT START OF YEAR 7

The published admission number for year 7 is 180 in September 2027. Only girls who attain the required standard in the arrangements for selection by reference to ability and aptitude will be eligible to be considered for admission to the school.

The assessment is based upon the results of two tests. They have been designed to predict pupils' potential performance at secondary school.

Pupils take two tests during the Autumn Term of the final year of primary education (year 6). In order to ensure that children are not disadvantaged because of their date of birth, in each case the score is adjusted by the use of conversion tables to take account of each child's exact age in years and months. The two test scores are then added together

Pupils who achieve a score higher than the required score will be deemed to have achieved the grammar school standard.

Oversubscription Criteria

Places will be offered to students who have been deemed to be of suitable ability according to the Wirral Consortium's Assessment Procedures. When the school is oversubscribed by girls who have met the qualifying standard, after the admission of pupils with Education, Health and Care Plans naming the school, priority for admission will be given in accordance with the oversubscription criteria below.

- 'Looked After Children and previously Looked After Children' (CLA). 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 (as defined in Section 22(1) of the Children Act 1989). Previously Looked After 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 (as defined in Section 14A of the Children Act 1989). This category includes children who have been in state care outside of England and ceased to be in state care as a result of being adopted. A child is regarded as having been in state care in a place outside of England if they were accommodated by a public authority, a religious organisation or any other provider of care whose sole purpose is to benefit society .[1]

- To those girls with a valid medical reason supported by a doctor's letter. Details must be given on the preference form and will be verified by a medical officer of the Area Health Authority.

[1] Applications in this category may need to be supported by documentary evidence confirming the child's status, such as a signed letter from the child's social worker or former social worker confirming their current or previous status, an adoption, child arrangements or special guardianship order. In the case of children adopted from state care outside England (as defined above), evidence of having been in state care outside England and of being adopted will be required. This must be received by the application deadline in the normal admission round. When assessing the evidence provided, the DfE's statutory guidance will be followed. Where the Virtual School Head has already verified the child's status, parents should let the Local Authority/school know, as there should be no need for further evidence to be provided in this case.

- Up to 15 places for girls eligible for on Targeted Free School Meals at the time of application in rank order of distance from the school[2]. Details must be given on the preference form and will be verified by Wirral Local Authority.

- To those girls who have a sister[3] (sibling) attending the school at the time of application with a reasonable expectation that they will be attending at the same time of the start of the new academic year.

- Daughter of members of staff employed by the school provided that they have been employed for a minimum of two years and/or are recruited to fill a vacant post for which there is a demonstrable skills shortage.

- Distance from the home address to Wirral Grammar School for Girls. Distances will be measured from the home to the school gate nearest to the child's home using the shortest road route unless it is possible to use a footpath which is considered by the school to be a safe walking route.
  (For further information, please refer to the Co-ordinated Scheme for Secondary Schools, Section 1.6)

Any offer of a place may be withdrawn if it is discovered that misleading information has been provided in order to secure an offer.

In the unlikely event of a tie-breaker situation, the applicant will be chosen by random allocation. A representative of the applicants will be invited to observe the procedure which would be supervised by a person independent of the school.

Late Applications

Candidates make an application to their home local authority after the deadline of 31 October 2027 but before the first day of the Autumn Term will be considered a late applicant. Late applications will be dealt with in accordance with the arrangements applied by Wirral LA.

Waiting List

A waiting list for Year 7 will be maintained until 31 December 2027. This will be maintained by Wirral Local Authority. A girls place on the waiting list will be determined solely in accordance with the oversubscription criteria. The waiting list will be reordered in accordance with the oversubscription criteria whenever anyone is added to or leaves the waiting list.

Applicants for in-year admissions, Years 7 to 11, may join the waiting list for one year if a place is not available within the year group, providing they have qualified through the assessment examination.

Sixth Form Entry

The planned admission number for entry into Year 12 is 180. Our Sixth Form is for pupils aged 16 – 18 years of age. Places in year 12 will only be offered to pupils who have met the entry requirements. Priority for entry is given to existing pupils in the school. Each year the school welcomes a number of pupils finishing Year 11 from other schools.

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[2] Distances will be measured from the home to the school gate nearest to the child's home using the shortest road route unless it is possible to use a footpath which is considered by the school to be a safe walking route.

[3] Sister is defined as either (i) a sister by the same parents or (ii) a half or step-sister living in the same household.

Four GCSE grade 6s (or above) plus two GCSE grade 5s. These grades must include English Language **or** English literature **and** mathematics (where an applicant has studied a BTEC qualification, the minimum standard is a Merit). Applicants from schools where GCSEs are not taken should have equivalent qualifications and be able to demonstrate that they are working at a level comparable to the above qualification. Pupils must also meet the published entry requirements for the subjects they wish to study. These are a grade 6 in all subjects, save for the following for which a grade 7 is required to study at A Level:

- mathematics,
- chemistry, or
- physics.

In year admissions

Where parents/carers are considering a change of school, admission is provided as long as they have reached the required standard as determined by the school's assessment procedures, which includes a Verbal Reasoning test and written tests in English and Mathematics.

If a girl took the 11+ assessment in Year 6 and did not achieve the standard for Grammar School, it is not possible for the school to re-assess until September of Year 7.

Where the school is at capacity but the child is assessed to be of the academic standard, they will be placed on the waiting list.

Admission of Girls outside the Normal Age Group

Parents may request that their daughter is admitted outside their normal age group. Girls can only be admitted to other age groups provided they have reached the entry standard. If a parent wishes to make such an application they must contact the Clerk to the Governors with a written request including the following information:

- the normal age group that the pupil would be admitted to and the year group which they are requesting the child be admitted to;
- the reason(s) for the request;
- the parent's views on why the admission outside of the normal year group should be made;
- information and evidence about the child's academic, social and emotional development as supported by professionals;
- confirmation as to whether the child has been educated outside of the normal age group previously; and
- if relevant to the request, a medical history and the views of medical professionals about the request for being educated outside of the normal age group.

The Headteacher will be given the opportunity to consider the parent's written representations and write their written response. The Headteacher shall submit all

written representations and accompanying information to the Governing Body who will decide if the child should be admitted outside their normal age group.

If the request for a deferred entry is not made within the normal admissions round and is refused by the Governing Body whereby parents are not offered a place for your child in the normal age group, then parents will have the right to appeal the decision to an independent appeal panel.

If the application is made during the normal admissions round, and the Governors agree that an admission outside of the normal age group is acceptable, then the application will be processed and will still be subject to the school's oversubscription criteria. A grant of the application does not receive any priority under the school's oversubscription criteria. If the application is rejected by the Governors during the normal admissions round then the application for a place at the school will still be subject to our oversubscription criteria but for admission into the normal age group.

Appeals against Admission Decisions

In the event of a place not being offered, parents/carers have the right to an independent appeal. The letter confirming refusal will include the reason why admission was refused, information about the right to appeal, the deadline for lodging an appeal and provide the contact details of where an appeal should be sent.

The appeals process shall be constituted and carried out in accordance with the School Admissions Appeals Code 2022 (as updated).