



Consultation on Batley Grammar School's Proposed Primary Admissions Arrangements - 2013/14

General Information about the School

Batley Grammar School proposes to make alterations to its admissions process for entry in September 2013 to admit a local intake, reflecting all communities and the whole range of ability. It also wishes to widen its access to more families within the community.

Proposed alterations to the admissions arrangements for 2013 primary entry will allow the school to admit a predominantly local cohort meeting the needs of those parents in the Batley and Birstall area who are seeking co-educational provision and to adapt the primary admissions procedure to be aligned with that of the secondary phase.

All comments should either be e-mailed to clerk-admissions@batleygrammar.co.uk or addressed to:

Clerk to the Governors
Admissions Consultation 2013
Batley Grammar School
Carlinghow Hill
Batley
WF17 0AD

This consultation period closes on Thursday March 1st 2012.

Arrangements for admissions to the 3-11 Provision (Primary Phase)

1. Process of Application for 2013/14

- a) There will be a Published Admissions Number (PAN) of 24.
- b) To ensure that we are meeting the needs of parents in the Batley and Birstall area children will be accepted from an area which will be split into a defined inner catchment area (WF17) and an outer catchment area (all other postal codes). 40% of places will be allocated to pupils in WF17 0--; WF17 8-- and WF17 9--; a further 40% of places will be allocated to WF17 5--, WF17 6--, and WF17 7--, whilst the remaining 20% of places will be allocated to pupils from any other postal code.
- c) Applications for the Free School will be made in accordance with the Local Authority's Co-ordinated Admissions Scheme, as published in the LA's booklet "Guide for Parents about Admissions to Primary Schools".
- d) Applications must be made on both the LA's Primary Common Application Form (PCAF) and the Batley Grammar School's own supplementary form.
- e) In order to be eligible for a place parents must make the school one of their three choices in the local authority primary common application form (CAF). In addition to completing the PCAF parents are required to complete the school supplementary form and return the supplementary

form direct to Batley Grammar School. A copy of the school registration form is in the school prospectus, available on the school website or can be obtained from the school admissions office.

f) There is a strict deadline of 4.00pm on Tuesday 15th January 2012 for return of the Supplementary Form to Batley Grammar School.

g) Forms received by the deadline will be considered first.

2. Consideration of applications

Batley Grammar School will consider all applications for places. Where fewer than the published admissions number for any relevant age group are received, Batley Grammar School will offer places to all those who have applied.

3. Procedures where Batley Grammar School is oversubscribed

Batley Grammar School expects to be heavily oversubscribed.¹

Application will be considered against the criteria set out below:

After children with statements of Special Educational Needs, where Batley Grammar School has agreed to be named on the statement, the criteria will be applied in the order in which they are set out below:

- a) Children in public care or adopted children who have been in public care, at the date that the relevant application for admissions is made and for whom a local authority have confirmed will continue to be looked after (if still in public care) in accordance with the relevant legislation at the time they are admitted to the school.
- b) Children of members of school staff who, at the time of admission, will have worked at the school for two years or more, or those employed to meet a skills shortage.
- c) Children who are eligible for the Pupil Premium and who receive Free School Meals.
- d) Other children. The remaining places to other children will be allocated by independently scrutinised random selection to obtain a representative cohort as indicated in paragraph 2b.

4. Operation of waiting lists

- a) Where, in any year, the School receives more applications for places than there are places available, a waiting list will operate. This will be maintained by the School and it will be open to any parents to ask for his or her child's name to be placed on the waiting list, following an unsuccessful application. The School will operate a waiting list for each band until the 1st day of the academic term.
- b) When places become vacant they will be allocated to children on the waiting list in accordance with the oversubscription criteria in paragraph 3.

5. Notification of offer of a place

The formal offer of a place will come from the Local Authority, on behalf of the school, who will write to parents allocating a single primary school to their child.

¹ There were 53 applicants for the 24 Reception places in September 2011 and already we have received 103 applications, so far, for the 24 places in 2012.

6. In- year admissions

- a) The School will consider applications to year groups other than the normal year of entry if the year group has a place available and will admit the child unless one of the permitted reliefs (as described in the Statutory Code of Practice) applies. If more applications are received than places available then the oversubscription criteria as outlined in paragraph 4 will apply. Parents whose application is turned are entitled to appeal.

7. Students with Special Educational Needs

- a) Those children with a Statement of Special Educational Need who have named the School on the statement will be given a place if it is agreed by all parties that the School can provide effectively for their particular needs.
- b) Parents of potential students are invited to meet with the Special Educational Needs Co-ordinator (SENCO) in order to discuss their child's needs and how these would be met by the School
- c) The school ensures that admissions procedures and arrangements are accessible to disabled applicants and do not treat vulnerable children any less favourably.

Governors' Admissions Committee

December 2011