



## Admissions Policy

### 1 Introduction

Bournemouth School provides a selective education for boys aged 11-16, and students aged 16-18 regardless of gender, from Bournemouth and the surrounding area. Bournemouth School is an Academy, and is non-denominational. Only students who attain the required standards will be eligible to be considered for admission to the school.

Parents and prospective students are warmly invited to attend our Open Evenings, which are publicised in the local press and on our website. It is also possible for parents and prospective students to visit the school by prior arrangement during a school day in term time (please contact the school).

### 2 Published Admission Numbers

The published admissions number for Year 7 in September 2023 is **180**. For Year 12 in September 2023 an additional **70** students (male and female) can be accepted from other schools in addition to those Bournemouth School Year 11 pupils who achieve the Sixth Form entry requirements.

### 3 Year 7 Admissions Arrangements

Admissions arrangements for entry to Year 7 are co-ordinated in conjunction with the local Admissions Forum and the Local Authority. For admission to Year 7, boys must have reached the age of 11 years on or before 31 August in the year of admission.

Applicants who were born between April 1 and August 31 (summer born children) and started in reception aged 5 may be admitted into Year 7 at the same time as those with whom they have progressed through primary school.

In exceptional circumstances, a boy may be considered for early entry provided he has been educated in an older year-group for at least one full academic year. In such circumstances, clear and unequivocal evidence from the boy's primary school must be provided, at the time of registration, that accelerated transfer will promote the boy's academic and social development.

Selection is by means of entrance; boys are eligible to be considered for admission to Bournemouth School in Year 7 if they meet the required standard in the tests used and administered by the local selective schools. There is one set of selection tests for Bournemouth School, Bournemouth School for Girls, Parkstone Grammar School, and Poole Grammar School (the "Consortium"). Whilst the testing procedures are shared, each school is its own admissions authority (with its own admissions policy and over-subscription criteria).

#### *Registering for the Entrance Tests*

- The form to register to test at Bournemouth School is available online at [www.bournemouth-school.org](http://www.bournemouth-school.org). Registration forms must be completed by **Friday, 9 September 2022** by **12:00** midday. Paper registration forms are available from the school.
- Registration for the tests is confirmed on receipt of an email confirmation consequent to the successful submission of the registration form. Applicants must inform the school if this confirmation is not received immediately.

### *The Year 7 Selection Process*

- Confirmation of the entrance test arrangements will be sent to parents one week before the test date.
- The tests will be taken at the school chosen by the parent on the registration form.
- Tests across the Consortium will take place on **Saturday, 24 September 2022**. **The tests may only be taken once by any candidate**. Candidates may be required to provide photographic means of identification at the time of testing.
- Students will take tests in Mathematics, English and Verbal Reasoning. Details of the nature of the tests and familiarisation materials may be found on the school's website.
- The scores for the entrance tests are adjusted (or "standardised") according to age. The scores will be shared with other members of the Consortium.
- On the basis of their results, boys will either be considered to have met the required standard (and be "eligible"), or not to have reached the required standard ("ineligible").
- The school will write to parents during the third week of October to advise them whether, on the basis of the tests taken, their son is eligible, or ineligible for a place at a Bournemouth or Poole Grammar School. **Being considered eligible for a place at a consortium school does not mean that a place will be allocated as the schools are usually oversubscribed.**

### *Applying for a Place*

- Applications for admission to Bournemouth School must be received by the relevant Local Authority. **Registration for the entrance tests does not replace applying for admission through your Local Authority**. Application for admission cannot be made directly to the school.
- The appropriate application process is dependent on the applicant's normal place of residence.
- Applicants must apply online or by using the common application form provided by the Local Authority which covers the area in which they live.
- Applications must be made through the relevant Local Authority by **31 October 2022**.

### *After Submitting your Application*

- After all the tests have been completed and all applications have been received via the Local Authority, the Governors' Admission Panel will then place those eligible applicants who have applied for a place at the school in a rank order in accordance with our oversubscription criteria (see page 3). The rank order of all eligible applicants so determined will persist until 31 December 2023. This information will be passed to the Local Authority which will then allocate places to reflect parental preferences. The school is usually over-subscribed, so all available places are usually allocated during this first round of admissions. Those not allocated a place will be placed on a waiting list.
- Boys who are tested after 1 February 2023 and are deemed 'eligible' will, after the first round of allocations, be assimilated into the waiting list rank order in accordance with the oversubscription criteria (assuming that there are no available places after the first round of admissions).
- Notification letters will be posted to parents by the Local Authority at the beginning of March.
- Parents should respond to the offer of a place by the deadline date specified in the offer letter.
- Parents have the right of appeal when places have been allocated and will be given information on taking up their statutory right of appeal at that time.
- Academic assessments will not be repeated within 12 months of the last stage of the process i.e. the last panel or appeals meeting at which candidates were assessed or reviewed.

*Late Registration and/or Application*

A registration after the closing date for test registrations will only be accepted for the September entrance tests where the Consortium is satisfied that illness, bereavement or other circumstance beyond the control of the parent(s) prevented a timely registration. Evidence will be required in these circumstances. In these cases the Consortium will make arrangements for testing to take place as soon as practicable. Boys sitting these tests will be considered alongside those boys who sat the tests on 24 September 2022.

Late notification of the registration deadline by a boy's current school or otherwise will not be accepted as a reason why timely registration was not possible. Where the Consortium is not satisfied that a timely registration was prevented, any preference expressed for a consortium school on a Local Authority common application form will not be considered alongside those who registered for testing within the published deadline as they have failed to meet the school's admission criterion. In such circumstances the application will be considered after the first round of allocations.

For boys whose registration or Local Authority application form (or both) were submitted after the closing dates, there will be an opportunity to sit the school entrance tests in the following February for consideration **after** the first round of allocations. The opportunity to sit the entrance tests in February is only available to those who have both registered for the entrance test through the school and have applied for a place through the local authority by the 1 February 2023. Boys who registered for testing after midday on 9 September 2022, and/or submitted their application form after 31 October 2022, but completed both by 1 February 2023, will be tested in time for the second round of allocations.

*Year 7 Admissions Over-Subscription Criteria*

**Meeting the academic requirements for entry to a grammar school is not, in itself, a guarantee of a grammar school place; the number of boys eligible for admission as a result of the selection arrangements will usually exceed the published admission number.**

After the admission of eligible students whose Education, Health and Care Plan names the school, the following criteria will be applied to determine the rank order in which other boys will be offered places at the school:

**Year 7 Admissions: Over-Subscription Criteria (see definitions in Section 9)**

- i. Eligible boys who are looked after children, previously looked after children or internationally adopted previously looked after children;
- ii. Of the remaining eligible boys, those who are eligible for the Pupil Premium Grant will be ranked next, in order of the entrance test scores, with those boys obtaining the highest scores given higher priority;
- iii. Of the remaining eligible boys, those who live within the **priority area** will be ranked next, in order of the entrance test scores, with those boys obtaining the highest scores given higher priority;
- iv. Eligible boys who are the sons of current members of staff where the member of staff has been employed at the school for two or more years at the time when the application for admission to the school is made.
- v. The remaining eligible boys (i.e. those who live outside the priority area and are ineligible for the Pupil Premium Grant) will be ranked in order of the entrance test scores, with those boys obtaining the highest scores given higher priority.

In the event of there being two or more boys of the same test score and initial ranking, priority will be given to the boy whose home address is nearest to Bournemouth School as measured by the straight-line distance calculated by Local Authority's Geographical Information System (GIS) in use at the time of allocation (the system at the time of setting the policy takes the measurement between the address mapping points of the school and the applicant's home). If distances are equal, as calculated by the Local Authority's GIS system, for example a flat in a block of dwellings with the same front entrance, the allocation of places will be made by drawing lots. Applicants in this position will have their names drawn as lots to see who should be offered a place. The person drawing the names will be someone independent of the school.

The rank ordering will be submitted to the Local Authority to allocate places in accord with parental preference.

The priority area is defined below. The School has determined a "priority area" to ensure that it provides education for pupils who are mainly drawn from the area in which the school is situated. The School defines the priority area by postcode as this is straightforward for parents to apply to their context and simple for the School to operate. See also the subsection on Home Address below.

### Year 7 Admissions: the Priority Area

The **priority area** is defined as:

|          |          |          |          |          |
|----------|----------|----------|----------|----------|
| BH1 000  | BH2 000  | BH3 000  | BH4 000  | BH5 000  |
| BH6 000  | BH7 000  | BH8 000  | BH9 000  | BH10 000 |
| BH11 000 | BH12 500 | BH23 100 | BH23 200 | BH23 300 |

#### *Applications for boys of multiple births*

If applications from boys of a multiple birth span the threshold for the published admission number, this will be treated as an exceptional circumstance and they will all be admitted if they are all of the required standard.

#### *Home Address*

The home address where a child lives is considered to be a residential property that is the child's main or only address during term time. Applicants may be asked to provide additional evidence in order to verify addresses (evidence may include, but is not limited to, Child Benefit, GP registration, evidence of home ownership/tenancy etc.). The final decision on the home address of a child will be made by the school. The home address used by the school to rank order students using the published over-subscription criteria is that given to the Local Authority **at the time of application**. Changes of home address subsequent to the Local Authority's deadline for applications of 31 October will not change the student's rank order. If any information supplied by an applicant is judged by the school to be fraudulent or intentionally misleading, the school may refuse to offer a place, or if already offered, may withdraw the offer.

#### *Applications from separated parents*

Only one application can be considered for each boy. Where parents/carers are separated it is essential that agreement is reached by both parties concerning the nominated preferred schools. Where a boy spends part of their week with one parent and part with the other, only one address can be used. This must be the address at which the boy spends most of their time during term time. Applicants may be asked to provide additional evidence in order to verify addresses and/or other details provided (evidence may include, but is not limited to, Child Benefit, GP registration, evidence of home ownership/tenancy etc.). The final decision on the home address of a boy will be made by the school. If any information supplied by an applicant is judged by the school to be fraudulent or intentionally misleading, the school may refuse to offer a place, or if already offered, may withdraw the offer.

#### 4 Admission outside the normal points of entry to Years 7-11 (In Year Admissions)

Although the usual ages of admission are 11 and 16, suitably qualified boys may be admitted between these ages when there are vacancies. Applicants are required to demonstrate that they are of the standard to warrant entry to the school. The determination of eligibility for admission into years 7 – 11 is valid for 2 calendar years from the date of testing. Following the expiry of the test's validity, parents who still wish for their child to be considered for a place must make arrangements for their child to be re tested to ensure that they are of comparable standard to the enrolled students in the year group for which they are seeking admission. The administration of the waiting list is outlined in section 6 below.

For admission outside the normal points of entry, applications will only, other than in the most exceptional circumstances, be accepted for admission into the year group appropriate to the applicant's date of birth. If an applicant has been tested in the past, the assessments will not be repeated within 12 months of the last stage of the process *i.e.* the last panel or appeals meeting at which the candidates were assessed or reviewed.

Parents wishing to apply outside a normal point of entry must do so through the local authority. We will notify the parents in writing within 15 school days of the application of the date for the assessment of ability. Parents will be required to complete a supplementary information form before the test date can be confirmed. This is to ensure that the school takes all reasonable steps to ensure the student performs at their best. Following testing parents will be notified of the decision within 5 school days. Applications which are refused may appeal the decision (see section 8 of the Admissions Policy).

#### 5 Admission to the Sixth Form

Prospective sixth form students (regardless of gender) are encouraged to visit the school at the Sixth Form Admissions Open Evening. Application details, including a prospectus and details of the courses that we offer, can be obtained via the school website or office.

Seventy students (regardless of gender) can be accepted into the Sixth form from other schools in addition to those Bournemouth School Year 11 pupils who achieve the Sixth Form entry requirements detailed below. For admission to Year 12, students must have reached the age of 16 years on or before 31<sup>st</sup> August in the year of admission. Applicants who were born between April 1 and August 31 (summer born children) and started in reception aged 5 may be admitted into Year 12 at the same time as those with whom they have progressed through primary and secondary school. Other than in the most exceptional circumstances, the school does not admit students into the Sixth Form who have reached the age of 17 years on or before 31 August in the year of admission or after 31 October of Year 12.

Students should apply using the form available through the school's website. Paper application forms are available from the school. If an application is received on or before the published deadline of **31 January**, all applicants (whether or not they are already at the school) are given the same conditional offer of a place in the Sixth Form subject only to the applicant meeting the entry requirements of the Sixth Form, meeting the subject specific requirements for his/her chosen programme of study and the school being able to offer such a programme. All Sixth Form students at the School are full-time, and the agreed programme of study must reflect this. Late applicants may be considered, subject to there being places available and the proposed programme of study being readily accommodated.

##### *Sixth Form Entry Requirements*

To meet our Sixth Form entry requirements, applicants must have attained at least a grade 5 in **both** English Language and Mathematics, **and** have a "Best 8" GCSE points score of at least 48 points with at least a grade 6 in the subjects chosen or in a related discipline. Subject specific entry requirements are reviewed annually and published on our website by 1 January of the year of application.

For example, if a student's Best 8 GCSEs are 8 grade 6s (each scoring 6 points, they would have a total (Best 8) points score of 48 – so provided they have achieved at least a grade 5 in English Language **and** Mathematics, they would be eligible for a place in the Sixth Form.

Applicants should ensure their GCSE qualifications are listed by the DfE as being eligible for inclusion in the 2023 Performance Tables (this includes the English and mathematics qualifications). The School does not accept other qualifications in lieu of those listed. See: <https://www.gov.uk/government/publications/key-stage-4-qualifications-discount-codes-and-point-scores> (Key stage 4 qualifications and discount codes: 2014 to 2023 performance tables).

### *Sixth Form Oversubscription Criteria*

Should there be more candidates of the required level than places, after the admission of eligible students whose Education, Health and Care Plan name the school, the following criteria will be used to determine the rank order in which students will be offered places at the school:

- i. Eligible students who are looked after children, previously looked after children or internationally adopted previously looked after children;
- ii. Eligible students who have been in receipt of the Pupil Premium Grant will be ranked next in order of Best 8 GCSE point score;
- iii. Eligible students in rank order of the total of the Best 8 GCSE points score.

In the event of there being two or more students of the same Best 8 GCSE points score priority will be given to the student whose home address is nearest to Bournemouth School as measured by the straight-line distance calculated by the Local Authority's Geographical Information System (GIS) in use at the time of allocation (the system at the time of setting the policy takes the measurement between the address mapping points of the school and the applicant's home).

## **6 Waiting Lists**

Those students who were deemed eligible having passed the test within the last 2 years, but were not offered a place are placed on a waiting list. Should a place become available and the year group is below its Published Admission Number the place will be offered to the student who is the highest ranked applicant on the waiting list after applying our oversubscription criteria. Waiting lists will operate until the end of the academic year for which the application was made.

The waiting list for each year group will cease on 31 August 2024. Parents who wish for their child to remain on the waiting list for the following academic year will need to submit new application to BCP Council from 1 June 2024. The determination of eligibility for admission into years 7 – 11 is valid for 2 calendar years from the date of testing. After such time applicants wishing to remain on the waiting list must be re-tested, to ensure that they are of comparable standard to the enrolled students in the year group for which they are seeking admission.

## **7 Withdrawing the Offer of a Place**

The offer of a place may be withdrawn where either the application is subsequently found to be fraudulent or intentionally misleading and results in a child with a stronger claim being denied a place, or parents fail to respond to the offer of a place by the deadline date specified in the offer letter.

## **8 Appeals**

Parents whose application for their child to be considered for admission to the school is unsuccessful have a right of appeal to an independent Admissions Appeals Panel. In the first instance, they are invited to contact the school to discuss their dissatisfaction. If they remain dissatisfied, they will be given details of the formal appeals procedures and the relevant forms to complete.

## 9 Definitions

### **A 'Looked After Child'**

A 'Looked After Child' is a child who is (a) in the care of a local authority in England, or (b) being provided with accommodation by a local authority in England in the exercise of their social services function (e.g. child with foster parents) at the time of making an application to a school.

### **A 'Previously Looked After Child'**

A 'Previously Looked After Child' is a child who was looked after, but immediately moved on from that status after becoming subject to an adoption, child arrangements or special guardianship order. Applicants will be asked to provide additional evidence in order to verify the child's status.

### **An 'Internationally Adopted Previously Looked After Child'**

A child is regarded as having been in state care outside of England if they were in the care of or were accommodated by a public authority, a religious organisation, or any other provider of care whose sole or main purpose is to benefit society. Applicants will be asked to provide additional evidence in order to verify the child's status.

### **Pupil Premium Grant**

Those eligible for the Pupil Premium Grant are those who are in receipt of Free School Meals as of 31 October 2022, or have been in receipt of Free School Meals or are the children of UK Armed Forces personnel at any point during the six years, before 31 October 2022.

## **Summary of Admissions Arrangements for Year 7 for September 2023**

*Other than in exceptional circumstances, only boys born between 1 September 2011 and 31 August 2012 are able to apply for admission in September 2023.*

The school's published admissions number for 2023 (*i.e.* the maximum number of pupils admitted in September at age 11) is **180**.

Our **Open Evening** for Year 7 entry will be on  
Thursday, 7 July 2022 (6.00-8.00 pm)

The closing date for the school to receive the Registration Form is  
Friday, 9 September 2022 at 12:00 midday

The closing date for the school to receive the Access Arrangements Form is  
Monday, 12 September 2022

The entrance tests will take place on  
Saturday, 24 September 2022  
(Boys will take tests in Mathematics, English and Verbal Reasoning)

Entrance test results will be sent by first class post on  
Friday, 14 October 2022

The closing date for the receipt of applications by Local Authorities is  
Monday, 31 October 2022  
(you **must** apply to your home Local Authority listing your school preferences)

Offers of school places will be sent by your Local Authority on  
Wednesday, 1 March 2023

*\*Where a child is unable to sit the entrance tests through illness, bereavement or other circumstances beyond the control of the parent(s), the school will make arrangements for testing to take place as soon as practicable. **Evidence will be required in these circumstances.***