



Admissions Information

Please refer to the table at the end of this document for specific dates

The admissions policy of Bournemouth School aims to reflect the underlying ethos of the school which is to provide a selective education for boys aged 11-16, and boys and girls aged 16-18, from the Borough of Bournemouth and the surrounding area. Bournemouth School is an Academy (having converted in September 2011), and is non denominational.

Admission to the school in Year 7 is in accordance with the agreed scheme for co-ordinated admission arrangements. Parents are able to state their school preference without it being taken into account by the school to which they are applying.

Only boys who attain the required standards in the prescribed arrangements for selection by reference to high ability and aptitude will be eligible to be considered for admission to the school. Selection is by means of entrance tests other than for the sixth form for which the entry requirement is stated below.

Parents and prospective boys are warmly invited to attend our Open Evenings. It is also possible for parents and prospective boys to visit the school by prior arrangement during a school day in term time (please contact the School Office).

Within this document the word 'registration' refers to the process of applying to the school for your son to be tested for eligibility. The word 'application' refers to the process of applying to the Local Authority for a place at the school. Both processes need to be completed within the timescales set.

Number of Admissions

The school's published admissions number (*i.e.* the maximum number of pupils admitted each September at age 11) is reviewed annually.

Admissions Arrangements

Admission to Year 7 (normal point of entry)

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

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 must be provided to the school, at the time of application, that his acceleration has the support of the pupil himself, his parents/carers, the primary school's Link Educational Psychologist and SEN/Gifted & Talented Inspector. There must be agreement that accelerated transfer will promote the boy's academic and social development.

Registration

The Code of Practice in paragraph 1.32 (c) states that the school must:

"inform parents of the outcome of selection tests before parents make applications for other schools – while making clear that this does not equate to a guarantee of a selective place."

The selection or entrance tests take place on **Saturday 27th September 2014**. All applicants must register to sit the entrance tests with the school by 12:00 midday on **Thursday 11th September 2014**. The results of the tests will be sent to parents by the school during the third week of October. This will indicate the score and whether the boy has met the required standard (and is "eligible" for admission). It is important to note that meeting the required standard and being considered eligible does not guarantee that your son will be offered a place at Bournemouth School as the school is usually oversubscribed.

All subsequent 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.

Bournemouth Residents:

An application for a place for a boy who is resident in Bournemouth must be made online or on the single Bournemouth application form, a copy of which is available from the boy's current Bournemouth primary school or from the Bournemouth Local Authority. Application forms must be returned by the closing date to the Local Authority at the address shown on the application form.

The closing date for applications will be that published by the Bournemouth Local Authority.

Other applicants (ie. those residing outside the Borough of Bournemouth)

All other applicants must apply online or by using the single application form provided by the Local Authority which covers the area in which they live. Applications for Bournemouth School must be returned to the 'home' Local Authority in good time for that Local Authority to pass the application information to Bournemouth Local Authority by the Bournemouth Local Authority closing date for applications.

Registration for the Entrance Tests

In order to provide all parents with reliable information before submission of the Common Application Form, all applicants to Bournemouth School must complete a registration form to attend the test day.

This is available online at www.bournemouth-school.org and must be completed by **Thursday, 11th September 2014** by 12:00 midday. Paper registration forms are available from the school.

A registration after the closing date for test registrations will only be accepted for the entrance tests where the school is satisfied that illness, bereavement or other circumstance beyond the control of the parent(s) prevented a timely registration, or the child moved into the area after the closing date for test registration. Evidence will be required in these circumstances.

Late notification of the testing timetable by a child's current school or otherwise will not be accepted as a reason why timely registration was not possible. Where the school is not satisfied that a timely registration was prevented, any preference expressed for the 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 children whose registration or common 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 on 2nd March 2015. This means that boys who registered for testing after 11th September, and/or submitted their common application form after 31st October, but completed both by 3rd February 2015, will be tested in time for the second round of allocations on 16th March 2015.

Where a child is unable to sit the entrance tests through illness, bereavement or other circumstance beyond the control of the parent(s) or the child moved into the area after the test dates, the school will make arrangements for testing to take place as soon as practicable. Evidence will be required in these circumstances. Children sitting these tests will be considered alongside those children who sat the tests in September 2014.

For in-year applicants, the school also requires the parents to complete a Registration Form and submit the form directly to the school at least 10 school days before the proposed test date.

The information given will be used to ensure that each applicant has the opportunity to fully demonstrate his ability.

The Selection Process

- Admission to the school in Year 7 is conditional upon achieving the academic standard required in the school's entrance tests and on the availability of places.
- A completed Registration Form must be received by the school by **Thursday 11th September 2014** by 12:00 midday.
- Details of the entrance tests will be sent to parents after receipt of a completed Registration Form. Tests will take place on **Saturday 27th September 2014**.
- Boys will take tests in Mathematics and English.
- The scores for the entrance tests are adjusted (or "standardised") according to age.
- 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 Bournemouth School. **Being considered eligible for a place at the school does not mean that a place will be allocated as we are usually oversubscribed.**
- Parents apply for admission to the school through their home Local Authority.
- After all the tests have been completed and all applications have been received via the Local Authority, the Governors' Admission Panel will then place **all** eligible applicants in a rank order in accordance with our oversubscription criteria. The rank order of all eligible applicants so determined will persist until 30th September of the admission year. This information will be passed to the Local Authority which will then allocate places to reflect parental preferences.
- Boys who are tested after 3rd February 2015 and are deemed 'eligible' will be placed in rank order for the second round of allocations by the school's admission panel in accordance with the oversubscription criteria.
- 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 e.g. the last panel or appeals meeting at which the candidate was assessed or reviewed. Any subsequent application will require written confirmation from the candidate's Head Teacher that accelerated progress has been made.

Late applications for Year 7

A late application is one that is received by the Local Authority after their published closing date. Late applications will not be dealt with until after all applications submitted by the closing date have been considered.

Parents who move into Bournemouth, or whose sons have for other reasons missed the initial test dates, should make their application via their Local Authority as soon as possible. Parents who move into the area, but not into Bournemouth, should contact their "home" Local Authority e.g. Poole, Dorset or Hampshire.

Over-Subscription

Parents should be aware that meeting the academic requirements for entry to a grammar school is not, in itself, a guarantee of a grammar school place.

A school is legally required to admit an eligible child with Special Educational Needs where there is a statement issued by a Local Authority naming that school. Therefore, where a school has a number of children being admitted with a Statement naming the school, this will reduce accordingly the number of places available, as expressed by the Published Admission Number.

The number of boys eligible for admission as a result of the selection arrangements will usually exceed the published admission number. The following criteria will be used to determine the rank order in which boys will be offered places at the school:

- i. Eligible boys who are looked after children or previously looked after children;
- ii. 120 places will be assigned to boys who scored most highly in the entrance tests, in rank 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 Borough of Bournemouth will be ranked next, in order of the entrance test scores, with those boys obtaining the highest scores given higher priority;
- iv. The remaining eligible boys (i.e. those who live outside the Borough of Bournemouth) 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. The distance from home to school is measured by using the shortest, safest, practicable walking route using the centre line of public roads and footpaths (excluding paths identified for the sole use of bicycles *i.e.* cycle ways) from a point outside the centre of the boy's home address to a point opposite the nearest approved access point on school property that is for the use of students. The GIS maps used are provided by Ordnance Survey and represent the position as at the beginning of the annual admission cycle *i.e.* September in the year prior to admission, any footpaths or roads added after this time will not be taken into consideration until the next academic year of application. If applicants live in a block of flats 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 rank ordering will be submitted to the Local Authority to allocate places in accord with parental preference.

Applications for children of multiple births

If applications from children 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 as the address at which he is ordinarily resident during the school week at the time of registration. Where a child spends time with parents with shared parental responsibility at more than one address the local authority will consider the home address as being where the prime carer resides.

Applications from separated parents

Only one application can be considered for each pupil. Where parents are separated it is essential that agreement is reached by both parties concerning the nominated preferred schools. If agreement cannot be reached the admission authority will only consider the application from the parent who is the prime carer for the child.

Admission outside the normal points of entry

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 automatic entry to the school. For admission outside the normal points of entry, applications will only be accepted for admission into the Year group appropriate to the applicant's date of birth. Entry to Years 7 to 11 is by means of assessment tests carried out at the school. Tests which are appropriate to the level of entry are used. Further information is available at the time of application. 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 e.g. the last panel or appeals meeting at which the candidate was assessed or reviewed. Any subsequent application will require written confirmation from the candidate's Head Teacher that accelerated progress has been made.

Testing for admission outside the normal points of entry is carried out as soon as practicable after the application is received by the school. For in-year applicants, the school also requires the parents to complete a Registration Form and submit the form directly to the school at least 10 school days before the proposed test date.

Admission to the Sixth Form

Prospective sixth form students (male and female) are encouraged to visit the school in the Autumn term. Application details, including a prospectus, can be obtained via the school website or office. The closing date for applications is **30th January**. However, late applicants may be considered. Students should complete the appropriate application form and return it to Bournemouth School. Seventy students (male and female) 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.

The School offers Advanced Level courses only. Places on A level courses can, subject to available places, normally be offered to applicants who meet the minimum course requirements. Our Sixth Form entry requirement is based on the applicant's best 8 GCSEs including English and Mathematics with a minimum of 368 points, with an A*, A or B in the subjects chosen or in a related discipline. Applicants must have attained at least a grade C in both English Language and Mathematics. The points used are the Department for Education (DfE) points - 58 A*, 52 A, 46 B, 40 C, 34 D, 28 E. (Maximum = 8 A* = 464 Points).

Should there be more candidates of the required level than places, 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 or previously looked after children;
- ii. Eligible students in rank order of the total of the best 8 GCSE points scores.

In the event of there being two or more students of the same capped GCSE points score priority will be given to the student whose home address is nearest to Bournemouth School.

In exceptional circumstances an applicant may be admitted by the school's Admission Panel if they have narrowly failed to attain the required standard, but their prior attainment and Post-16 course choice suggests that they are likely to succeed in the sixth form (provided that places are available).

Waiting Lists

The school operates a formal waiting list for pupils wishing to attend the school and who have met the qualification requirements laid out above. For entry into Year 7 until 30th September of the year of admission, any available places will be filled using the rank order determined by the Governors' Admissions Panel. Thereafter, the waiting list rank ordering is determined by entrance test score alone. The waiting list does not give priority either to those that have been on the waiting list the longest or to those that applied after the closing date. The waiting list will be adjusted to take account of late and in-year applications.

Waiting lists for Year 7 and 12 entry will cease on 31st December. Previous applicants wishing to continue on a waiting list must re-apply to the school between 1st and 31st December. Waiting lists for all other year groups will cease at the end of the academic year. Applicants will be required to re-apply (in August) for admission if they wish to continue to be considered for a place.

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.

The school will review waiting lists whenever a place becomes available.

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. Traditionally, very few appeals are upheld and those that are tend to have significant professional supporting evidence. It must be remembered that for the appeals process to be valid an application to the school must have been made according to the following arrangements:

- submitting a timely Registration Form;
- the applicant taking all components of the entrance tests;
- placing Bournemouth School on the application form submitted to the Local Authority (if applying for entry into Year 7).

Summary of Admissions Arrangements for Year 7 for September 2015

Other than in exceptional circumstances, only boys born between 1st September 2003 and 31st August 2004 are able to apply for admission in September 2015.

The school's published admissions number for 2014 (ie. the maximum number of pupils admitted in September at age 11) is **150**.

Our **Open Evening** for Year 7 entry will be on

Thursday 10th July 2014 (6.30-8.30 pm)

The closing date for the school to receive the Registration Form is

Thursday 11th September 2014 at 12:00 midday.

The entrance tests will take place on

Saturday 27th September 2014

(Boys will take tests in Mathematics and English)

Entrance test results will be sent by first class post on

Friday 17th October 2014

The closing date for the receipt of applications by Local Authorities is

Friday 31st October 2014

(you **must** apply to your home Local Authority listing your school preferences)

Offers of school places will be sent by your Local Authority on

Monday 2nd March 2015

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

April 2014

**Bournemouth School
Registration Form
for admission to Year 7 in September 2015**

Please complete the questionnaire by published date to allow us to make appropriate arrangements to test your son. This information may be used on the test day to help support your son to demonstrate his potential. All information given will be treated in the strictest confidence.

Boy's Surname			
Boy's Forename			
Boy's Date of Birth			
Boy's Current School			
Boy's Address			
Boy's Postcode			
Does your son live in the Borough of Bournemouth?			Yes / No

Does your son have a Special Educational Need or Disability which might affect his performance in the entrance tests? If you answer 'yes' to this question please give further details under SEN/Disability additional information.	Yes / No
Is your son in receipt of a Statement of Special Education Needs? If you answer 'yes' to this question please give further details under SEN/Disability additional information.	Yes / No

SEN or Disability additional information

Home Telephone Number			
Mobile Telephone Number			
Email			
Name(s) of Parent/Guardian			
Signed		Date	