



# Haberdashers' **ADAMS**

**Determined Admissions policy for 2024-2025 entry**

Present revision: January 2023 (determined by the Board of Trustees on Thursday 19<sup>th</sup> January 2023)

Next revision: On or before September 2025

**A member of the Haberdashers' West Midlands Academies Trust**

## ADMISSIONS POLICY: 2024 INTAKE

### 1. Introduction

Haberdashers' Adams is a selective school for boys and girls aged 11-18, with a co-educational Sixth Form. It has a boarding facility for approximately 100 boys. It achieved academy status in 2011.

### 2. Admission into Year 7

Admission to the school in Year 7 is conditional upon achieving the required academic standard in the school's entrance tests (including those children with an Education, Health and Care plan who reach the required academic standard) and on the availability of places. Those children with Education, Health and Care plans who reach the required academic standard will be admitted.

The time-line and process for application is as follows:

- Open Days: Potential applicants are strongly encouraged to visit our website to watch our virtual tour: [www.adamsgs.uk](http://www.adamsgs.uk)
- April 2023 onwards: Complete the Consortium on-line registration form (details will be available at [www.adamsgs.uk](http://www.adamsgs.uk) or by calling the school office on 01952 953810)
- 30<sup>th</sup> June 2023 – 4 pm: The final deadline by which the registration form must be submitted. It is not possible to register for the test after this time unless there are any special circumstances such as illness, bereavement etc. If, after late registration, the school decides the reasons are valid then children will be tested later (if they then also apply for a place) and if they are of grammar school standard will be placed on the waiting list or offered a place if there is space
- September 2023: Entrance Test (Any changes required due to Covid will be placed on the website)
- October 2023: Results of Entrance Test

Parents wishing to apply for a boarding place should indicate the boarding preference on the schools on-line registration form. The school will admit 135 day pupils and up to 15 boarders into Year 7.

**The registration form to Haberdashers' Adams on its own will not be regarded as a valid application. Parents must also complete and return an application form to their home authority.**

### 3. Oversubscription for day places

Where the number of candidates who have achieved the required standard exceeds the number of places available the following oversubscription criteria will be applied in order to decide which children are to be admitted:

1. A 'looked after child' or a child who was previously looked after but immediately after being looked after became subject to an adoption, child arrangements, or special guardianship order including those who appear [to the admission authority] to have been in state care outside of England and ceased to be in state care as a result of being adopted. 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 (see the definition in Section 22(1) of the Children Act 1989).
2. Children who are eligible for the Pupil Premium, including children eligible for the Service Premium, on the date of their Entrance Exam. These pupils will need to achieve a qualifying score no lower than 5% below the general qualifying score.
3. Children who are on roll on the date of the Entrance Exam at one of the primary schools on the designated list below, which includes the primary schools in the immediate Newport (TF10) area. (In the unlikely event of there being more children eligible than places available they will be allocated on the basis of their test scores).

<i>Apley Wood Primary</i>	<i>(DfE number: 8942190)</i>
<i>Aqueduct Primary</i>	<i>(DfE number: 8942175)</i>
<i>Captain Webb Primary</i>	<i>(DfE number: 8942174)</i>
<i>Castle House School</i>	<i>(DfE number: 8946002)</i>
<i>Dawley CE Primary</i>	<i>(DfE number: 8942002)</i>
<i>Donnington Wood CE Juniors</i>	<i>(DfE number: 8943035)</i>
<i>Dothill Primary</i>	<i>(DfE number: 8943368)</i>
<i>Hollinswood Primary</i>	<i>(DfE number: 8942200)</i>
<i>Holmer Lake Primary</i>	<i>(DfE number: 8942153)</i>
<i>Ladygrove Primary</i>	<i>(DfE number: 8942168)</i>
<i>Lantern Academy (formerly Queenswood Primary)</i>	<i>(DfE number: 8942128)</i>
<i>Lawley Primary</i>	<i>(DfE number: 8942061)</i>
<i>Lawley Village Academy</i>	<i>(DfE number: 8942000)</i>
<i>Lightmoor Village Primary</i>	<i>(DfE number: 8943367)</i>
<i>Lilleshall Primary</i>	<i>(DfE number: 8942062)</i>
<i>Meadows Primary</i>	<i>(DfE number: 8943362)</i>
<i>Millbrook Primary</i>	<i>(DfE number: 8943361)</i>
<i>Moorfield Primary</i>	<i>(DfE number: 8945203)</i>
<i>Muxton Primary</i>	<i>(DfE number: 8942195)</i>
<i>Newdale Primary</i>	<i>(DfE number: 8942203)</i>
<i>Newport CE Juniors School</i>	<i>(DfE number: 8943082)</i>
<i>Old Park Primary</i>	<i>(DfE number: 8943366)</i>
<i>Randlay Primary</i>	<i>(DfE number: 8942172)</i>
<i>St. Luke's Catholic Primary</i>	<i>(DfE number: 8943359)</i>
<i>St. Patrick's Catholic Primary</i>	<i>(DfE number: 8943356)</i>
<i>St. Peters, Bratton</i>	<i>(DfE number: 8943157)</i>
<i>St. Peter's CofE Primary School</i>	<i>(DfE number: 8943039)</i>
<i>St. Peter &amp; St. Paul Catholic Primary</i>	<i>(DfE number: 8943352)</i>
<i>Short Wood Primary</i>	<i>(DfE number: 8943364)</i>
<i>Teagues Bridge Primary</i>	<i>(DfE number: 8942191)</i>
<i>Tibberton CE Primary</i>	<i>(DfE number: 8943109)</i>
<i>Windmill Primary</i>	<i>(DfE number: 8942004)</i>
<i>Wombbridge Primary</i>	<i>(DfE number: 8942112)</i>
<i>Wrekin View Primary</i>	<i>(DfE number: 8942204)</i>
<i>Wrockwardine Wood CE Junior</i>	<i>(DfE number: 8943129)</i>

4. Rank order according to the result of the entrance test (assuming the applicant has reached the required academic standard). In the event of a tie-break, to decide which of two equally scoring children are admitted the school will use distance from the school in a 'as the crow flies' straight line.

### **Change of school**

Applicants from out of area who move school and then attend one of the schools on the designated list after the day of the entrance test, but before the National Offer Day (1st March), who have made an on-time application to their Home Authority naming the School as a preference will be considered as attending the school given on the original application until after the first round of offers. Thereafter they will be considered as attending the new school for the purpose of this admission policy.

- i. Applicants who move further away from the School after the date of application will be considered from their new school address with immediate effect
- ii. If the deadline for registering your son or daughter for the entrance test is not met by the

applicant, testing may be left until after 1<sup>st</sup> March 2024. You will be required to complete the Exceptional Circumstances Form for consideration. This can be requested from the school office.

- iii. Where an offer is made, proof of date of birth and residency of the applicant and the parent/carer may be requested by the school

Parents of applicants are required to notify the school promptly of any change of address or circumstances especially where these changes will impact upon the applicant's chances of securing a school place in the event of oversubscription. The school may subsequently withdraw the offer of a place if relevant changes of address or circumstances have not been notified promptly to the school or in the event that false, incorrect or misleading information has been provided to school where this has led to a place being offered, or has advantaged the applicant in the priority order for oversubscription.

All parents will be notified by their Home Authority of the outcome of their application on National Allocation Day (1<sup>st</sup> March 2024).

The school will operate a waiting list for each year group. Any child achieving the required standard for entry but not being offered a place will be placed on the waiting list. The waiting list will operate until 31<sup>st</sup> December 2024 for the Year 7 intake. Children's positions on the waiting list will be determined solely in accordance with the oversubscription criteria and when places become vacant they will be allocated in line with those criteria. The waiting list will be reordered in accordance with the oversubscription criteria whenever any child is added to it or leaves it. For applications made following the 31<sup>st</sup> December deadline please see point 5 below.

A separate boarding waiting list will be operated. Parents will be asked whether they want their children to be placed on the day list or the boarding list.

Examination papers are working documents and as such remain confidential to the school.

#### **4. Boarding places**

For boarding places, the school will interview all applicants and their parents to consider whether a child presents a serious health and safety hazard to other boarders or whether they would be able to cope with and benefit from a boarding environment. This will take into consideration the report from the applicant's current school.

In the event of oversubscription, the following criteria will apply in order:

- 1) Looked after children and previously looked after children (as defined above)
- 2) Children of members of the UK Armed Forces who qualify for Ministry of Defence financial assistance with the cost of boarding school fees
- 3) Children with a boarding need (***see \* below***)
- 4) Rank order in the entrance test. In the event of a tie-break, to decide which of two equally scoring children are admitted the school will use distance from the school

##### ***\*Definition of boarding need:***

- a) *someone who lives too far from the school to take advantage of it as a day pupil*
- b) *someone who will prosper where there is a firm external framework of support*
- c) *someone whose family background involves a great deal of movement or instability*
- d) *someone whose parents cannot, for example because of career demands, give them the time and attention they need and who would benefit from the range of extended activities offered by the school and through boarding*

## 5. Admission for Years 8-11

**(PLEASE NOTE: As Haberdashers' Adams moved to co-ed status for admission into Year 7 in 2024, we will still only be boys-only in Years 8, 9, 10 and 11 until each successive year of co-ed entry is achieved).**

Admission to the school in Years 8, 9, 10 and 11 is conditional upon achieving the required academic standard in the school's entrance test but only if a place becomes available.

If parents wish to apply for a day or boarding place at Haberdashers' Adams they will be asked to complete a registration form, obtainable from the school. Receipt of the registration form will place candidates on a waiting list and only if a place becomes available will candidates be asked to sit our entrance test.

If a child achieves the required standard in the test for a place in Years 8, 9, 10 or 11 the place will be awarded against the oversubscription criteria as follows:

1. A 'looked after child' or a child who was previously looked after but immediately after being looked after became subject to an adoption, child arrangements, or special guardianship order including those who appear [to the admission authority] to have been in state care outside of England and ceased to be in state care as a result of being adopted. 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 (see the definition in Section 22(1) of the Children Act 1989).
2. Children who are eligible for the Pupil Premium, including children eligible for the Service Premium, on the date of their Entrance Exam.
3. Rank order according to the result of the school's entrance test (assuming the applicant has reached the required academic standard)

The school may subsequently withdraw the offer of a place if relevant changes of address or circumstances have not been notified promptly to the school or in the event that false, incorrect or misleading information has been provided to school where this has led to a place being offered, or has advantaged the applicant in the priority order for oversubscription

## 6. Considering applications out of normal age group

Parents requesting such an admission will need to apply directly to the school, and will have their case considered on an individual basis and the decision will be based on the facts provided and the school will take the decision it considers to be in the best interests of the child, and provide the parents with the reasons for its decision.

## 7. Admission into the Sixth Form

There is a minimum of 80 day places available to boys and girls from other schools wishing to enter the Sixth Form. There is no catchment area for Sixth Form entry and there may also be boarding places available should those boarding in Year 11 not progress to the Sixth Form. Prospective Sixth Form applicants are strongly encouraged to visit the school in the Spring Term. Application details, including a prospectus can be obtained through the visit, or through the website [www.adamsgs.uk](http://www.adamsgs.uk)

### **Academic entry criteria for the Sixth Form**

Our requirement is that all applicants will normally meet the following standards (although in the case of boarding applications all boarding applicants must first be deemed suitable for boarding). However, the number of places offered will be subject to maximum set sizes not being exceeded in individual subjects. Boys and girls are welcome to apply provided they achieve the entry requirements:

- a) Obtain five GCSEs at grade 7 or above in any subject
- b) Where A-level subjects have also been studied at GCSE, obtain at least grade 7 in their chosen subject or the most relevant related GCSE subject (*for example, if pupils wish to study Maths A-level, they normally require a Grade 7 in GCSE Maths, but where they wish to study a new subject at A-level such as Government and Politics, this standard does not apply*)

In addition, those wishing to study Music at AS-level will normally have at least Grade 5 in music theory and around Grade 5 on one instrument (GSCE Music is not required). In exceptional circumstances (i.e. recent bereavement, significant medical conditions, neglect) pupils who do not achieve the required GCSEs may, at the school's discretion, be admitted to the Sixth Form so long as the school is satisfied they will be able to prosper and succeed.

### **Managing oversubscribed subjects**

The school aims to balance up set sizes and the requirement to keep the maximum set size to no more than 30. (Slightly lower limits apply in practical subjects). The school also makes allocation choices based on the preferences supplied by applicants. It always tries to satisfy second choices of A-level before third choices of A-level, etc.

When there are more requests for places than we have spaces, the school uses the following criteria to fill the spaces:

- a) As with other points of entry to the school, the highest priority in oversubscription criteria for Sixth Form places will be given to looked after children and previously looked after children who meet the academic entry criteria.
- b) Boarders always get priority in their choice of subjects.
- c) A-level choices get priority over AS-level choices.
- d) Internal and external applicants are treated equally. Since the numbers of internal and external entrants in September will be broadly similar, we aim to give equal numbers of places in over-subscribed subjects to internal and external candidates.
- e) Coherence of subject choices can be a factor. For example, a student who has been given three A-level sciences will be given priority for AS-level Maths as this indisputably supports the science A-levels.
- f) A lottery is used to select candidates when the above criteria do not give a unique result.

*(We use a lottery for four reasons. Firstly, it treats everyone equally. Secondly, it emphasises that everyone who has met our overall entry criteria is good enough to do all of the subjects in our Sixth Form. Thirdly, because there are many different criteria that we could use to fill the places, the use of a lottery seems the most neutral method. Fourthly, we believe that it is better for applicants to know that they have not received their preferred place due to pure luck than due to personal failings).*

The time-line and process for application is as follows:

### **DAY PLACES**

- January 2024 onwards: Complete the on-line registration form (available at [www.adamsgs.uk](http://www.adamsgs.uk)) once you have your mock GCSE results
- February 2024: The final deadline by which the registration form must be submitted. Late boarding applications can be requested by contacting the Registrar on: [registrar@adamsgs.uk](mailto:registrar@adamsgs.uk) or 01952 953813
- Mid-March 2024: Offers issued
- Late March 2024 (date to be confirmed): Deadline for accepting conditional offer
- GCSE Results Day in August 2024: All offered places must be confirmed by 2pm

### **BOARDING PLACES**

- November 2024 onwards: Complete the on-line registration form (available at [www.adamsgs.uk](http://www.adamsgs.uk)) once you have your mock GCSE results. In the event of over subscription, the school will interview all applicants and their parents to consider whether a child presents a serious health and safety hazard to other boarders or whether they would be able to cope with and benefit from a boarding environment. This will take into consideration a report from the applicant's current school and mock GCSE results (or equivalent for overseas applications)

## **8. Progression from Lower Sixth Form to Upper Sixth Form**

Students at Haberdashers' Adams normally progress from the Lower Sixth to the Upper Sixth without difficulty. Occasionally, however, students do not make appropriate academic progress in the Lower Sixth and we then offer a range of alternative options within the school to ensure that students do not continue to final A-level examinations when they are unlikely to pass them.

Exceptions to these entrance and progression criteria will be based only on extenuating circumstances such as major illness or particularly difficult personal circumstances.

