

# SOUTH WILTS GRAMMAR SCHOOL

## Information Leaflet for Parents on the Eleven Plus Selection (Leaflet number ONE)

*(In this document, the terms "Parent" or "Parents" should be interpreted as one parent, both parents, or guardians, as is applicable.)*

### **The Selection Procedure for Entry at Age 11 in 2012**

The eleven plus selection procedure is designed to determine whether or not children in the autumn term of their final year of primary education are suitable for admission to a grammar school. Parents should note that meeting the academic requirements for entry to the School is not, in itself, a guarantee of an offer of a place. (See paragraph 5 and paragraphs 19 - 20.)

### ***Making an Application***

1. All applications for admission and offers of places into Year 7 of South Wilts Grammar School (SWGS) during the academic year 2011-2012 will be co-ordinated by Wiltshire Council (WC) acting in their capacity as a Local (education) Authority (LA).
2. In September 2011, parents of girls living in Wiltshire should obtain the Wiltshire Council (WC) Secondary Common Application Form (SCAF) from their child's primary school, or direct from WC County Hall at Trowbridge, or apply online at [www.wiltshire.gov.uk](http://www.wiltshire.gov.uk) where there is a link from the Home Page. Candidates from other counties should apply via their own County's SCAF. Their County Council will then inform WC of a candidate's preference for SWGS.
3. Parents should include South Wilts Grammar School (SWGS) as one of their named preferences on the SCAF and return this Form to their LA by the appropriate deadline. Please be aware that any information given at the time of application which is later found to be false may result in the offer of a place being withdrawn. The deadline for residents in Wiltshire, Hampshire and Dorset is noon on **31st October 2011**. Applications received after these deadlines cannot be accepted for the test in November. Any SCAF received by the LA between noon on 31st October 2011 and 20th July 2012 will be considered a late application and parents should contact their LA and SWGS for further guidance.
4. In addition, the school's Supplementary Registration Form should be completed and returned to SWGS by **31st October 2011**. This gives evidence for the application of our oversubscription criteria.
5. The LA allocates places using an equal preference system. This means that all school preferences expressed by parents must be given equal consideration although a child will receive only one offer of a school place. The child's details are forwarded to each school on the list who then rank the applicants in order of priority using their admissions criteria. The ranked lists are then forwarded to the LA who allocate places in accordance with their published procedures. It is important that parents understand that the system of allocation of school places by the LA will mean that if, after applying the admissions criteria, a child appears on the eligible list of their first preference school, then this is the place that will be offered. A candidate with South Wilts Grammar School as a second or third preference, even if they are deemed suitable for a grammar school education, would not be offered a place at SWGS on Thursday 1st March 2012 if they are eligible for a school for which they have indicated a higher preference on the SCAF. Parents should contact their LA if they are unclear about the preference system.
6. Children entered for the test should have been born between 01/09/2000 and 31/08/2001 (both dates inclusive). If a child is in Year 6 and is either under or over age then the parents should contact the grammar school for permission to take the tests.
7. If a child has a current statement of educational needs, speaks English as a Second Language or faces any other barrier to learning, whether medical or educational (eg Specific learning difficulties), or parents feel their daughter's circumstances may affect her performance in the test, they can request

that special consideration be given to her. Parents must complete the yellow Special Access arrangements form and return it with written evidence to the School by **1st October 2011**. This evidence must be less than two years old on the date of the 11+ test. The School will then conduct a consultation process with appropriate medical or educational professionals (such as the girl's Headteacher, SENCo and the LA Educational Psychologist). Parents will be advised of the outcome of that consultation in writing prior to the date of the test itself, and informed as to whether special measures will be allowed. In making such requests, parents implicitly consent to the School conducting their consultation process. If a girl's poor performance in the test is directly attributed to her special circumstances, and the School has not been informed prior to the test, her circumstances will not be taken into account retrospectively. Whatever the precise nature of the child's specific medical or educational needs, parents should always seek guidance from the School at the earliest opportunity.

8. Any girl who meets the academic requirements for entry as determined by the School's admission policy, and who has a statement of special educational needs that names SWGS, will be made an unconditional offer as long as the School can reasonably accommodate the girl's special needs or disability. In these circumstances, an offer will be made irrespective of whether the School has places or not and the girl will take precedence over any children on the waiting list.

9. The Eleven Plus test is taken under public exam conditions and clearly most girls will be affected by nerves at some point in the weeks and days before the test. Therefore, parents are strongly advised to monitor and limit any activities which might put undue additional pressure on their daughter and therefore induce poor exam performance.

10. The grammar schools make no recommendation to parents as to whether they should or should not have their children coached (ie. taught the best way to answer questions). Parents are invited by the schools to make their own decision as regards coaching. However, parents wishing to familiarise their child with the format of the tests and the type of questions asked, can obtain GL Assessment practice papers from WH Smith's or direct from GL Assessment at [www.gl-assessment.co.uk](http://www.gl-assessment.co.uk).

### ***Details of the Eleven Plus Test***

11. Parents who have listed SWGS as one of their named preferences on the SCAF will receive details of the test arrangements approximately one week before the exam. The test will be held on the morning of **Saturday 26th November 2011**.

12. NB. No child should sit the tests if she is unwell or affected by any personal circumstances that may influence her performance. Parents should telephone the School either before the test or on the morning of Saturday 26th November 2011 itself. Arrangements will be made for any child who cannot attend on Saturday 26th November 2011 to sit the tests on Friday 2nd December 2011.

13. It is assumed by the School that any girl who sits the exam is fit and well enough so to do. However, any parent who considers that their daughter's performance may have been adversely affected on the day of the test is required to write to the School by 5th December 2011 giving full background information. If a child has been unwell, a medical note must be obtained from the GP and a copy sent to the School.

14. The test consists of three papers :

- a. Maths (MA) - 50 minutes
- b. English (EN) - 45 minutes
- c. Verbal Reasoning (VR) - 50 minutes

15. The Maths, English and Verbal Reasoning tests are all in multiple choice format and are compiled by GL Assessment. The English test may contain aspects of any of the following four areas that are reflected in the National Curriculum: Reading comprehension, Spelling, Punctuation and Grammar. The Maths test reflects all areas of the National Curriculum at Key Stage 2 and covers the areas of Number, Algebra, Measures, Shape and Space, Handling Data. The questions are contained in a booklet and answers are entered on a separate optical mark reader answer sheet. Please note that papers from previous years will not be made available to parents.

16. For security and copyright reasons test papers are administered at SWGS. Tests may be taken abroad in some circumstances.

### ***Details of the Selection Procedure***

17. The scores attained in the MA, EN and VR tests are standardised to make allowances for the child's age in relation to the ages of the other children and to give the three tests equal weighting. The standardisation and calibration are carried out by statisticians at GL Assessment. The three standardised scores are then added together to produce a final result.

18. All candidates whose combined score in the MA, EN and VR papers reaches the standardised pass mark will be regarded as having passed the entrance test. Girls whose combined score falls below the standardised pass mark will be deemed to be unsuited to a grammar school course of education. It must be noted that normally more girls will pass the entrance test than can be accommodated and in these circumstances the oversubscription criteria and waiting list procedures will apply.

19. South Wilts School has a planned admission number for Year 7 of 128. If more than 128 girls achieve the standardised pass mark, then the school will rank every girl eligible for a place according to the published oversubscription criteria in the order shown below.

(a) Girls in public care (Looked After Children).

(b) Girls who live in the School's designated area. The address is the place where the child is permanently resident with her parent or parents or legal guardians. Documentary evidence of residence not more than 6 months old may be required (eg the child's NHS medical card and the parent's/guardian's recent utilities bill, bank statement or tenancy agreement, an Armed Forces posting order or a solicitor's letter confirming the exchange of contracts on a property). Where a child lives with parents with shared responsibility each part of the week, the "home address" will be considered to be the address of the person whose name is on the child benefit statement (proof of this may be required).

(c) Girls who live outside the designated area and have a sister (this refers to a sister, half sister, adopted sister, or the daughter of the parent / carer's partner, who, in every case, is living in the same family unit at the same address) attending the school and living at the same residence on the date of admission of the child.

(d) Other girls in order of nearness to school as the crow flies. This will be measured from the centre of the school to the front door of the applicant's ordinary residence. (Distances supplied by the LA will be used and these will measure straight line distances using the Ordnance Survey eastings and northings of the home and the school address. Those with the least distance will be given priority. In the event of there being equal distances the priority will be decided by casting lots.)

20. Girls who have passed the entrance test, but whose name (under the oversubscription criteria) falls outside the 128 planned admission number, will be put onto a waiting list, which is also governed by the priorities listed above. Late applicants who have passed the entrance test will be placed on the waiting list in their relevant position irrespective of the time of application. This means that a girl's position on the waiting list will change if subsequent additions to the waiting list take higher priority. Parents should contact the School for up-to-date information regarding their daughter's position on the waiting list. Re-testing of waiting list candidates will occur after an interval of one calendar year through the "Late Entry Test".

21. Each candidate may only sit one 11+ assessment per calendar year.

22. The complete ranked list is then forwarded to the LA.

### ***Allocation of Places***

23. The LA considers each expressed preference equally, regardless of whether the school was placed first, second, third etc. The LA matches the SWGS ranked list and:-

- (i) Where the child, after application of the admissions criteria, is eligible for only one of the nominated schools, that school will be the allocated place.
- (ii) If the child is eligible for two or more schools, a place will be allocated at the school for which the parent has expressed the highest preference.
- (iii) If the child is not eligible for any of the nominated schools then the child will be allocated a place at their designated school unless an alternative place is available within the safe statutory walking distance from their home address.

24. The LA will post notification of allocations on Thursday 1st March 2012. On the same date, South Wilts School will post notification of test results to parents. The results of selection tests will not be available before the offer date of Thursday 1st March 2012.

25. Parents will be required to confirm to the LA that they wish to accept the offer of a place and must also inform SWGS of their decision. If the offer is not accepted within the stated deadline, that place will be forfeited. Providing false information on a girl's main residence at the time of application may result in the offer of a place being withdrawn.

26. Any applicant not offered a place will be provided with details of the appeals procedure. Parents dissatisfied either with the outcome of the selection procedure, or by the refusal to offer a grammar school place, may lodge an appeal to an independent appeals panel, who convene under current guidance by the Department for Education.

27. Please note that South Wilts Grammar School is an Academy and that, as such, overall responsibility for admissions rests with the Admissions Committee.