

Dartford Grammar School for Girls

Headteacher: Sharon Pritchard MA (Cantab)

Admission Policy and Over-subscription Criteria for entry to Year 7 in September 2017

Admission

We will be offering 180 places in 2017. Entry to Dartford Grammar School for Girls is via the Kent Procedure for Entrance to Secondary Schools Age 11 Assessment Tests [PESE]. If girls reach the required standard as a result of this process they are eligible for admission.

All timings will be in accordance with Kent Local Authority's timetable for Admissions to Secondary School.

Registering for the Kent Tests

Parents/Carers with a daughter in Year 5 who wish her to sit the Kent PESE Tests must register online with Kent Local Authority [LA] or request a paper registration form by contacting the Secondary Admissions Team at Kent LA, during June 2016.

Testing Arrangements

Kent LA will make arrangements for those registered to sit the tests, which will take place in September 2016.

Assessment decision letters will be sent out to parents/carers by Kent LA in October 2016.

Application Procedure

All applicants must complete their own Local Authority [LA] Secondary Common Application Form [SCAF] which is returned to their home LA, by their closing date. On the SCAF all schools applied to are listed in order of preference. This order is used by the LA when allocating applicants to schools. Please note that a Supplementary Information Form [SIF] is required for our school. This can be downloaded from the school website from September 2016 and must be returned directly to the school by 31st October 2016.

Allocation of Places

Places will be allocated by the LA using the information provided on the SCAF and parents/carers will be notified in March 2017. Please note that we are a heavily oversubscribed school and should the number of eligible applicants exceed the number of places available, our oversubscription criteria will be applied when places are allocated.



Dartford Grammar School for Girls, Shepherds Lane, Dartford, Kent DA1 2NT

Tel: 01322 223123 Fax: 01322 294786 Email: school@dartfordgrammargirls.kent.sch.uk Website: www.dartfordgrammargirls.kent.sch.uk

Before the application of oversubscription criteria, students with an Education, Health and Care Plan (EHCP) which names the school and who have passed the assessment will be admitted. As a result of this the published admissions number will be reduced accordingly.

Over-Subscription Criteria

Where applications for admission of eligible girls exceed this number, the following criteria will be applied in the order set out below, to decide which girls who satisfied the selection requirements should be offered places:

1. Looked After Children / Children in Local Authority Care

A girl under the age of 18 years for whom the local authority provides accommodation by agreement with their parents/carers (Section 22 of the Children Act 1989) or who is the subject of a care order under Part IV of the Act. This applies equally to children who immediately after being looked after by the local authority became subject to an adoption, residence or special guardianship order. (As defined by Section 46 of the Adoption and Children Act 2002 or Section 8 or 14A of the Children Act 1989).

2. Pupil Premium

A girl in receipt of Pupil Premium – *a child is eligible for Pupil Premium where she has been registered for free school meals (FSM) at any point in the last 6 years. This does not include children who have only been eligible to receive Universal Infant Free School Meals. Pupil Premium is also afforded to Children in Local Authority Care or Previously in Local Authority Care, however these children will be prioritised in the relevant criteria above.*

Parents wishing to apply under this criterion must ensure they complete the attached Supplementary Information Form, attaching the requested proof of eligibility and return it to the school by 31 October 2016.

3. Siblings

The sibling oversubscription criterion only applies to the sister of a girl (or boy in the Sixth Form):

who was admitted into the school no later than 17th July 2015

AND

who will still be attending the school in Years 10– 13 at the time the student would be admitted.

In this context “sibling” means children who live as brothers or sisters in the same house, including natural brothers and sisters, adopted siblings, stepbrothers or sisters and foster brothers and sisters.

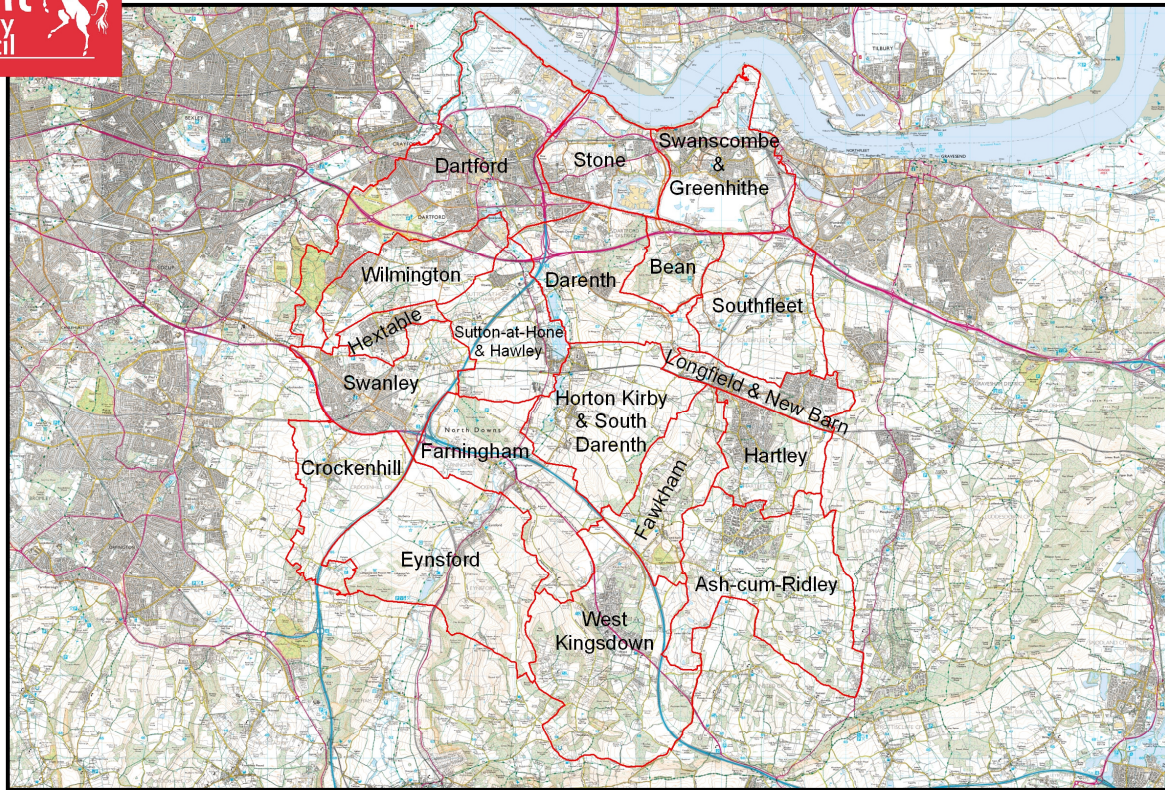
4. 100 places will be reserved for girls residing in Dartford or one of the named parishes listed below.

Ash-cum-Ridley	Fawkham	Stone
Bean	Hartley	Sutton at Hone and Hawley
Crockenhill	Hextable	Swanley
Darenth	Horton Kirby and South Darenth	Swanscombe and Greenhithe
Eynsford	Longfield and New Barn	West Kingsdown
Farningham	Southfleet	Wilmington





Dartford Grammar School for Girls - Priority Area



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5. Remaining eligible girls seeking a school place, irrespective of their address.

If the school would be oversubscribed within any of the above oversubscription criteria students will be ranked in the following order:

1. **Those performing best in the Kent Test** (highest aggregate score).
2. **In the case of tied scores, preference is given to the applicant living nearest to the school.**

The distance between the child's permanent home address and the school is measured in a straight line using Ordnance Survey address point data. Distances are measured from a point defined as within the child's home to a point defined as within the school as specified by Ordnance Survey. The same address point on the school site is used for everybody. The school uses measurements provided by the LA.



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Waiting List

If the school is oversubscribed we will maintain a waiting list until 31st December 2017. Each added child will require the list to be ranked again in line with the published oversubscription criteria.

Late Applications

Late applications will be accepted and processed in accordance with the scheme published in the LA's admission booklets.

Requests for admission outside of the normal age group

Requests for admission outside of the normal age group should be made to the Headteacher of each preferred school as early as possible in the admissions round associated with that child's date of birth. This will allow the school and admissions authority sufficient time to make a decision before the closing date. Parents are not expected to provide evidence to support their request to defer their application, however where provided it must be specific to the child in question. This might include medical or Educational Psychologist reports. There is no legal requirement for this medical or educational evidence to be secured from an appropriate professional, however, failure to provide this may impede a school's ability to agree to deferral. Parents are required to complete an application for the normal point of entry at the same time, in case their request is declined. This application can be cancelled if the school agrees to accept a deferred application for entry the following year. Deferred applications must be made via paper SCAF to the LA, with written confirmation from each named school attached. Deferred applications will be processed in the same way as all applications for the cohort in the following admissions round, and offers will be made in accordance with each school's oversubscription criteria.



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Admissions Supplementary Form 2017

This form does not constitute a valid application. You must complete a Common Application Form from your daughter's primary school or your LA, naming Dartford Grammar School for Girls, if you wish your daughter to be considered for a place at the school.
The Supplementary Form below should also be completed and sent direct to this school by 31 October 2016.

Section 1 Student Information

Forename(s):

Surname: Date of Birth:.....

Permanent Home Address:

Telephone: Parent/Carer:

Do you live in Dartford: **YES/NO**

or one of the named parishes below: **YES/NO** (if yes, please tick)

Ash-cum Ridley	Fawkham	Stone	
Bean	Hartley	Sutton at Hone and Hawley	
Crockenhill	Hextable	Swanley	
Darenth	Horton Kirby and South Darenth	Swanscombe and Greenhithe	
Eynsford	Longfield and New Barn	West Kingsdown	
Farningham	Southfleet	Wilmington	

Section 2 Pupil Premium

Have you ever been in receipt of free school meals for this child: **YES/NO**

If YES, please supply the dates this applied:

and attach evidence that you are or were in receipt of one of the following benefits at this time:
Income Support, Income-Based Job Seekers Allowance, Guaranteed Element of Pension Credit, Child Tax Credit (without Working Tax Credit) and an annual income below £16,190, Employment and Support Allowance or Support under Part VI of the Immigration & Asylum Act 1999

and tick to give consent for the Local Authority or your child's current school to disclose pupil premium eligibility information for the purposes of this school application should this be necessary.

Section 3 Other Children

Do you have a daughter(s) or son(s) attending this school: **YES/NO**

If yes, Name(s) and Current Form(s):

Date of entry to the school:

Signature:..... Date:



Admission Policy for entry to Year 12 in September 2017

Application

In 2017, we will be offering 165 places to our mixed Year 12. Priority will be given to existing students transferring from Year 11. We will admit a minimum of 25 new entrants (male or female), who meet the entrance qualifications, however, this number may be exceeded if the number of current students transferring to Year 12 falls below 140. New Entrants who wish to apply to our school must complete an online application at www.kentchoices4u.com.

Entrance Qualifications

All students joining Year 12 will have:

- Completed their GCSE course, gaining at least grade 5 in Mathematics and English Language;
- Gained at least 3 grade A*/A (7-9) and 4 grade B (6) or higher at GCSE.

Any vocational qualification that is equivalent to more than 1 GCSE grade will only count as a maximum of 1 grade.

If the subject chosen is not available at GCSE level then a 'proxy' subject will be used to determine if a student is suitable to start the course (details are available in the Sixth Form prospectus).

Some A Level courses have specific requirements related to course content. Please refer to the handbook for further detail.

Offer of places

Places will be offered on the basis of predicted GCSE grades from current schools and will be conditional on achievement of the required grades. Vocational courses equivalent to more than 1 GCSE grade will count as a maximum of 1 grade.

Late applications

Students applying after the normal deadline will still be eligible to join the school if they meet the criteria set and there are places available in Year 12 and on the courses they wish to follow. Any students wishing to apply in late August following better than expected results should contact the school and be prepared to attend a meeting to discuss possible courses.

Requests for admission outside of the normal age group

Requests for admission outside of the normal age group should be made to the Headteacher. Parents are not expected to provide evidence to support their request to defer their application, however where provided it must be specific to the child in question. This might include medical or Educational Psychologist reports. There is no legal requirement for this medical or educational evidence to be secured from an appropriate professional, however, failure to provide this may impede a school's ability to agree to deferral. Deferred applications will be processed in the same way as all applications and offers will be made in accordance with the school's oversubscription criteria.



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Over-Subscription Criteria for new entrants

Where applications for admission of eligible students exceed this number, the following criteria will be applied in the order set out below, to decide which students who satisfied the selection requirements should be offered places. *Before the application of oversubscription criteria, students with an Education, Health and Care Plan (EHCP) which names the school and who have met the entrance qualifications will be admitted. As a result of this the published admissions number will be reduced accordingly.*

1. **Looked After Children / Children in Local Authority Care**

A child under the age of 18 years for whom the local authority provides accommodation by agreement with their parents/carers (Section 22 of the Children Act 1989) or who is the subject of a care order under Part IV of the Act. This applies equally to children who immediately after being looked after by the local authority became subject to an adoption, residence or special guardianship order. (As defined by Section 46 of the Adoption and Children Act 2002 or Section 8 or 14A of the Children Act 1989).

2. **All other eligible girls/boys seeking a school place.**

If the school is oversubscribed within any of the above oversubscription criteria, students will be ranked in the following order:

- 1. Those performing best in their GCSEs, based on predicted GCSE grades** (vocational courses equivalent to more than 1 GCSE grade will count as a maximum of 1 grade).
- 2. In the case of tied scores, preference is given to the applicant living nearest to the school.**

The distance between the child's permanent home address and the school is measured in a straight line using Ordnance Survey address point data. Distances are measured from a point defined as within the child's home to a point defined as within the school as specified by Ordnance Survey. The same address point on the school site is used for everybody. The school uses measurements provided by the LA.

A waiting list will be held and ranked according to the over-subscription criteria.

