



**ALTRINCHAM GRAMMAR SCHOOL FOR BOYS**  
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Headmaster: T.J. Gartside, MA (Hons)

**ADMISSION ARRANGEMENTS FOR**  
**BOYS WHO WILL BE 11 YEARS OF AGE BY SEPTEMBER 2010**  
**(Date of Birth must be between 1<sup>st</sup> September 1998 and 31<sup>st</sup> August 1999)**

**The Admission Authority for this School is the Governing Body**  
**and the intended admission number for 2009 is 168.**

**EXAMINATION DATE -**  
**SATURDAY, 12<sup>TH</sup> SEPTEMBER, 2009**

**OPEN EVENING -**  
**THURSDAY, 25<sup>TH</sup> JUNE, 2009**  
**5.00 - 7.30 PM**

**INFORMATION MEETINGS FOR PARENTS ONLY TO DISCUSS**  
**ADMISSION ARRANGEMENTS**

(you are welcome to attend either meeting if the date is inconvenient)

Please be aware that space is limited –  
doors open from 6.30 pm for the sale of practice papers

**Parking is available at our sports facility “The Grammar”**  
**Doors will be closed promptly at 7.10 pm**

**Altrincham and District –**  
Thursday, 23<sup>rd</sup> April – 7.00 pm – 8.00 pm

**Outside the Altrincham District –**  
Tuesday, 28<sup>th</sup> April – 7.00 pm – 8.00 pm

**ALTRINCHAM GRAMMAR SCHOOL FOR BOYS IS A SELECTIVE STATE FOUNDATION  
GRAMMAR SCHOOL FOR BOYS.**

**1. HOW DO I APPLY FOR A PLACE FOR MY SON?**

Altrincham Grammar School has its own admission arrangements. These will be widely advertised in the local press from April onwards and are summarised here.

You must apply for your son to take the Altrincham Grammar School for Boys entrance exam. It will take place on **Saturday, 12<sup>th</sup> September, 2009.**

To enter your son for the tests you should fill in the enclosed application form and return it to the school **before Friday, 28<sup>th</sup> August 2009, at the latest.**

The exams will be marked and results sent to you by mid-October to allow you to fill in the LEA preference form once the results of the tests are known. To enable your son to be offered a place he must gain a qualifying score and **you must ensure that you have named Altrincham Grammar School for Boys as a preference on the L.E.A. Parental Preference form and return this to your L.E.A. by their specified date.**

**YOUR SON SHOULD HAVE A DATE OF BIRTH OF BETWEEN 1<sup>ST</sup> SEPTEMBER 1998  
AND 31<sup>ST</sup> AUGUST 1999.**

If you wish to find out more details about the entrance procedure you are very welcome to come to the appropriate INFORMATION MEETINGS, when the HEAD MASTER, and ASSISTANT HEAD in charge of the examination will explain the procedure and give you an opportunity to ask questions.

**For the parents of boys living within the Altrincham district boundary the meeting is on Thursday, 23rd April 2009.**

**For the parents of boys living outside the Altrincham district boundary the meeting is on Tuesday, 28th April, 2009.**

The meeting usually lasts one hour. Practice papers will be on sale from 6.30 pm on these evenings. and also after the meeting.

**On receipt of your application form we will send you brief details about the tests and further details of the arrangements for Saturday, 12th September.** If for religious reasons your son is unable to come to school on Saturday, 12<sup>th</sup> September, please will you let us know when you return the form and we will make alternative arrangements.

**IF YOUR SON IS ILL ON THE 12<sup>th</sup> SEPTEMBER NOTIFY US AS SOON AS POSSIBLE ON THAT DAY. AGAIN WE WILL MAKE ALTERNATIVE ARRANGEMENTS IF YOU RETURN THE SPECIAL CIRCUMSTANCES FORM TO US, TOGETHER WITH A DOCTOR'S NOTE.**

**If you feel that there are any special circumstances that might affect your son's performance on the 12<sup>th</sup> September or he may require special arrangements to sit the tests (for example he has a visual impairment and requires enlarged papers), it is important that you let us know on the Special Circumstances form. Please return this with your application form.**

## **2. WHAT WILL THE ENTRANCE TESTS BE LIKE?**

They consist of a Non-Verbal Reasoning test, a Verbal Reasoning test and a Maths test. In addition your son will be asked to write a short story. The content of the Maths test will be very similar to the sort of Maths that your son will have covered at KS2 in his primary school. The story will be used for internal review purposes if your son's score is below the qualifying score of 334 but within 20 marks of it.

No extra time will be allowed if your son needs to leave the examination for any reason. He will be allowed a short break in the middle of the examination when he can go to the toilet and have a drink.

If your son does have to leave the examination room because of illness and subsequently goes home, if he has started one of the test papers he cannot return on another date and finish this particular test. We can only let him sit the tests he has missed. The special circumstances form should be completed and returned to us as soon as possible in the week following the examination, giving full details.

**Copies of GL ASSESSMENT practice tests in Verbal Reasoning, Non-Verbal Reasoning and Mathematics can be purchased from the school at the Information Meetings, at our Open Evening on Thursday, 25<sup>th</sup> June, or between 9.00 am and 4.00 pm from the School Reception Office. WE STRONGLY ADVISE THAT PARENTS FAMILIARISE BOYS WITH THESE TYPES OF TESTS AND THE MULTIPLE CHOICE ANSWER SHEETS.**

## **3. WHEN WILL MY SON KNOW IF HE HAS QUALIFIED?**

We will write to the parents of all applicants to let them know the test results in early October.

As required under the National Co-ordinated Secondary Arrangements the list of qualifying boys is then sent to the L.E.A., who will apply their allocation procedures to determine which single place to offer on national offer day, the 1<sup>st</sup> March, 2010.

This will all be explained at our Information Evenings.

## **4. IF YOU ARE OVER-SUBSCRIBED, HOW DO YOU AWARD PLACES?**

If the number of qualifying applicants is greater than the number of places available, then the places will be awarded as follows to qualifying applicants: -

Following advice in the Code of Practice we have reviewed our Admissions Policy for 2010 entry and our oversubscription criteria for 2010 entry is now: -

- (1) "Looked after children" (as defined in the Education Act 2002 – Admissions) regardless of place of residence.
- (2) To boys residing within the Priority Admission Area (catchment area) of the WA14 and WA15 postal districts and the part of Sale falling within the Woodhouses area of M33.  
(This was formerly in our Admissions Policy as the boundary of St. Alban's Church at Broadheath)

(A map showing the M33 boundary is available for inspection at the school together with a list of specific roads which fall within this area)

- (3) To eligible boys from outside the area in order of merit based on their test scores.  
Please see our 2010 Admission Policy for detailed clarification of our criteria.

For September 2008 admission into Year 7 the School admitted 110 boys from the Altrincham district and 73 from outside our catchment area.

#### **5. WHAT HAPPENS ONCE WE HAVE ACCEPTED A PLACE?**

In May or June, once we have received your acceptance and admission forms, we will send you further details about the School, the uniform and details of the Induction Evenings.

#### **6. APPEALS PROCEDURE**

The Governors arrange an independent panel who will consider any appeals. If we do not offer your son a place you have the right of appeal.

Details of the Appeals Procedure are available upon request to the Admissions Officer.

#### **7. BUT WHAT IF .....?**

We would be very pleased to see you at one of the Information Evenings on Thursday, 23<sup>rd</sup> April or Tuesday, 28<sup>th</sup> April (both 7.00 pm start), when there is always an opportunity for parents to ask questions about the entrance exam or admissions procedure.

If there is anything else you wish to know about the school, please contact the Admissions Officer.

#### **REMINDER**

*The enclosed application form should be sent to the school as soon as possible, together with two passport sized colour photographs with your son's full name and date of birth on the back and an A5 self-addressed stamped envelope.*

**If you require an alternative date for religious reasons please send notification in with your registration form.**

#### **FOR FURTHER CLARIFICATION**

**– See Admissions Policy or phone the Admissions Officer on 0161 928 0858.**

**ANY SPECIAL CIRCUMSTANCES THAT MIGHT AFFECT YOUR SON'S PERFORMANCE SHOULD BE NOTIFIED TO THE SCHOOL USING THE YELLOW SPECIAL CIRCUMSTANCES FORM SUPPLIED WHEN WE ACKNOWLEDGE YOUR REGISTRATION FORM.**

**IF YOUR SON IS ILL ON THE 12<sup>th</sup> SEPTEMBER NOTIFY US AS SOON AS POSSIBLE ON THAT DAY OR DURING THE WEEK FOLLOWING THE EXAM. AGAIN WE WILL MAKE ALTERNATIVE ARRANGEMENTS IF YOU RETURN THE SPECIAL CIRCUMSTANCES FORM TO US, TOGETHER WITH A DOCTOR'S NOTE.**

Please let us know as soon as possible if your son will not be taking the Examination to avoid unnecessary expense to the School