Altrincham Grammar School for Boys

2028 Admission Policy Entry for Consultation

Altrincham Grammar School for Boys ("AGSB") is a wholly selective academy grammar school for boys aged 11-18. A copy of the School Prospectus is available to view on the school website at www.agsb.co.uk.

The Published Admission Number (PAN) for the year commencing 1 September 2028 will be 202 at age 11. Applicants must have a date of birth between 1 September 2016 and 31 August 2017. Where an increase in the PAN occurs, the school will notify Trafford Local Authority and the change will be published on the school's website.

This policy should be read alongside the information on the school website about the Entrance Examination ('exam'), the areas to be assessed in the exam and admissions processes here Altrincham Grammar School for Boys - Admissions

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1 Admissions Arrangements

1.1 The Admission Authority is the Governing Body of Altrincham Grammar School for Boys.

1.2 The Admissions Authority will publish its determined admissions arrangements on the school website by 15 March 2027.

1.3 In order to be considered for admission to the school, applicants must achieve the Qualifying Standard or above, or the appropriate category-specific concessionary score (see Section 4) in the Entrance Examination. The Qualifying Standard is not a pre-defined pass mark but is determined each year, having regard to the standardised scores achieved in the entrance exam that year. The Qualifying Standard is ultimately determined by the School's Admissions Committee. As soon as possible after the Entrance Exam date, confirmation will be sent to parents/carers indicating whether or not the Qualifying Standard has been attained. However, please note that this confirmation is for information only and does not constitute an offer of a place.

1.4 Where the number of boys who qualify for admission exceeds the number of places available, the Oversubscription Criteria will be applied (see Section 8).

1.5 Information about the admissions process, the entrance exam, the date of the exam, deadlines for registration and the available exam venue(s) will be published on the school website sufficiently early to enable parents to apply (in April) Altrincham Grammar School for Boys - Entrance Examination. An Open Evening for prospective parents/carers will be held in the summer term prior to the Entrance Examination (in May) to answer questions about the admissions process. The date and time will be advertised on the school website and other outlets. Advice and help with the admissions process is also available by contacting AGSB School Admissions by email: agsbadmissions@hamblintrust.co.uk.

2 Entrance Exam

2.1 AGSB is part of the Trafford Grammar Schools Consortium. The School will use test papers set and standardised by our service provider.

2.2 Parents/carers should register their child to sit the Entrance Examination via a link to the registration form, available on the School website Altrincham Grammar School for Boys - Entrance Examination. Opening and closing dates for registration (likely to be mid April to mid June) will be published on the website by early summer term 2027.

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2.3 If the published deadline for registration is not met, applicants will not be able to sit the Entrance Examination in September 2027. Further testing will not take place until after 1 March 2028.

2.4 If the applicant is ill immediately prior to, or on the day of the Entrance Examination, they should not be brought to the exam venue. Alternative arrangements will be made, and a Special Circumstances Form should be completed (see Section 6).

2.5 Examination papers may contain confidential or reusable material. Requests for personal data and examination records will be considered individually under applicable data protection and information legislation.

2.6 Applicants may take the test only once.

3 Results

3.1 Test data will be used to produce standardised scores, with age adjustments applied.

3.2 Applicants will be ranked in score order.

3.3 The Qualifying Standard will be determined by the School's Admissions Committee before results are issued, and applied consistently to all candidates (see Section 1.3).

3.4 Parents/carers will be informed of their child's exam result before the end of October 2027.

3.5 Parents/carers seeking entry for their child into the school in Year 7 in September 2028 must include AGSB in ranked order of preference on their Home Local Authority's Common Application Form ("CAF"). The closing date for the submission of the CAF to Home Local Authorities is 31 October 2027. In accordance with the Co-ordinated Admission Arrangements, all parents/carers will be notified of the outcome of their application by their Home Local Authority on or about 1 March 2028 (National Offer Day).

3.6 Late applications received after the Home Local Authority's CAF deadline may not be considered until after 1 March 2028.

4 Academic Eligibility

4.1 Applicants seeking admission under the normal admissions round must sit the School's Entrance Examination (see Section 2).

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4.2 Applicants who achieve the Qualifying Standard or above (see Section 3) will be considered to be academically eligible.

4.3 Applicants who are Looked after Children, Previously Looked After Children or eligible for Pupil Premium (see Sections 5 and 14 for definitions) achieving the category specific concessionary score of no more than 10 standardised marks below the Qualifying Standard will also be considered to be academically eligible.

4.4 Meeting the standard for academic eligibility does not guarantee a place at the School.

4.5 Where two or more applicants achieve the minimum Qualifying Standard score all applicants with that score will be deemed academically eligible.

5 Pupil Premium Criteria

5.1 Schools receive Pupil Premium funding for each child registered as eligible for Targeted Free School Meals at any point in the last 6 years. Schools also receive Service Premium funding for children who have a parent serving in the regular armed forces either currently or within the last 3 years; and children who are in receipt of a pension under the Armed Forces Compensation Scheme and the War Pensions Scheme because their parent(s) died on active service with the UK armed forces. These applicants fall within Pupil Premium (PP) criteria.

5.2 For the avoidance of doubt, Pupil Premium funding does not apply to those who have only ever been eligible for Expanded Free School Meals and therefore these applicants do not fall within the Pupil Premium criteria.

5.3 If the applicant falls within the Pupil Premium (PP) criteria, evidence of eligibility must be provided at the point of application using the Pupil Premium section of the registration form. Evidence should be written confirmation from the applicant's primary school that the applicant is eligible for Pupil Premium. All forms and evidence must be submitted by, and no later than, the closing date of applications (see Section 2). Evidence submitted after this date may only be considered within the Review Process following 1 March 2028.

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6 Special Circumstances

6.1 A Special Circumstances Form will be included with the information sent to all applicants prior to the exam. This form must be completed to report illness or serious family issues which may have affected an applicant prior to, or on the day of, the exam. A written explanation of the circumstances must be provided, and the form submitted no later than the date stated on the form. Special Circumstances reported may be held in support of an Independent Statutory Appeal following 1 March 2028.

7 Access Arrangements

7.1 Access arrangements will be agreed before the date of the Entrance Examination. They allow candidates with special educational needs, disabilities or temporary injuries to access the test and show what they can do without changing the demands of the test. The intention behind an access arrangement is to meet the particular needs of an individual applicant without affecting the integrity of the exam. Access arrangements are the principal way in which the School complies with the duty under the Equality Act 2010 to make 'reasonable adjustments'. The Equality Act 2010 requires the School to make reasonable adjustments where a candidate, who is disabled within the meaning of the Equality Act 2010, would be at a substantial disadvantage in comparison to someone who is not disabled. Whether an adjustment will be considered reasonable will depend on a number of factors, which will include, but are not limited to:

- the needs of the disabled applicant;
- the effectiveness of the adjustment;
- the cost of the adjustment;
- and the likely impact of the adjustment upon the applicant and the other applicants.

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7.2 The evidence of need required by the School will vary depending on the disability and the access arrangement(s) being applied for. Each case will be considered on its own merit.

7.3 Evidence of need must be provided at the time of registration for exam.

7.4 Access arrangements must not give an applicant an unfair advantage over other applicants. For example, where a request for 25% extra time is made, it will only be granted where there is evidence of substantial impairment or exceptional circumstances. In order to evidence such circumstances, parents should provide the School with a current Local Authority Statement of Special Educational Needs, an Education, Health and Care Plan ("EHCP" see section 14.1) or primary school SEND support information. Information from the primary school should detail the applicant's normal way of working; the primary school may be consulted.

8 Oversubscription Criteria

Where the number of applicants eligible for admission exceeds the number of places available, places will be allocated in accordance with the oversubscription criteria below. Each applicant will be allocated to the highest priority category for which they qualify and may appear in one category only. (Definitions can be found in Section 14).

8.1 Priority Category 1

'Looked After Children' and 'Previously Looked After Children' with a score of no more than 10 standardised marks below the Qualifying Standard.

8.2 Priority Category 2

All applicants who meet all the following criteria:

- fall within the Pupil Premium criteria as defined in Sections 5 and 14.3;
- have a permanent home address within the school's priority admission area;
- attend a Trafford State Funded Primary School; and
- achieve a score of no more than 10 standardised marks below Qualifying Standard.

Places will be offered on the basis of ranking by standardised test score.

The priority admission area is defined as "postal addresses of WA13/WA14/WA15/M33 and M23 postcodes which lie within the Trafford Local Authority".

8.3 Priority Category 3

Up to 10 places will be allocated to applicants who meet all the following criteria:

- fall within the Pupil Premium criteria as defined in Sections 5 and 14.3; and
- attend a Trafford State Funded Primary School; and

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- achieve a score no more than 10 standardised marks below the Qualifying Standard.

Where more than 10 applicants meet these criteria, places will be allocated in descending order of standardised score and any applicants not allocated one of the 10 places available will be considered under Category 5(ii). Should fewer than 10 applicants meet the criteria for this category, any remaining places will revert to the general allocation and be offered under Categories 4 and 5.

8.4 Priority Category 4

Applicants whose permanent home address lies within the school's priority admission area who achieve the Qualifying Standard or above (priority admission area is defined in Sections 8.2 and 14.4). Places will be offered on the basis of ranking by standardised test score.

8.5 Priority Category 5

Category 5 (i): Applicants from outside the school's priority admission area who achieve Qualifying Standard or above

Followed by

Category 5 (ii): Applicants who fall within the Pupil Premium criteria (see Sections 5 and 14), with a score of no more than 10 standardised marks below the Qualifying Standard who do not fall into either oversubscription Category 2 or 3.

Places will be offered on the basis of ranking by standardised test score.

Where the number of applicants qualified for admission exceeds the number of places available in **any category**, where more than one applicant qualifies for the final available place using ranked scores, priority will be given to the candidate whose permanent home address lies closest to the school (using the distance calculation set out in Section 8.6).

8.6 Distance from Home to School

The distance from home to school will be calculated in a direct straight line from the child's permanent place of residence, using the seed point listed for the property, to the school. The seed point of each property is defined by co-ordinates, held in Trafford's Local Land and Property Gazetteer (BS7666) and is available, on request, from Trafford's School Admissions Team. For applicants resident outside Trafford, the seed point data will be provided by the Home Authority. In cases where this data is not available, Royal Mail postal address Information may be used. In the case of a child living in a block of flats, co-ordinates will be obtained in the same way. The co-ordinates that will be used for the School are 376730, 386682.

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8.7 Tie-break

Random allocation will be used as a tie-break in the unlikely event that two applications cannot otherwise be separated, where the qualifying score and the distance between applicants' homes and the School is the same. A representative of each affected applicant will be invited to observe the procedure which would be supervised by someone independent of the School.

8.8 Appeals

Parents of applicants who do not gain a place at the School will be offered the right to appeal by their Home Authority, following National Offer Day (1 March 2028) (see Section 15).

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9 Home Address and Fraudulent Applications

9.1 The Admissions Authority are committed to ensuring the allocation of places is fair and transparent and takes very seriously any attempt to gain an unfair advantage in the admissions process. The School may investigate potentially misleading address information and request proportionate supporting evidence.

9.2 An offer may be withdrawn only where the applicable statutory grounds are met, including where a place was obtained through a fraudulent or intentionally misleading application. Each case will be assessed based on its facts.

9.3 The child's home address means: the address where the child normally and permanently lives. This must not be a temporary address, an address of a child-minder, grandparent, carer or relative, or any other address used to gain an advantage in the admissions process.

9.4 Applications for admission are processed using the home address provided by the applicant's parent/carer when registering to sit the school's Entrance Examination.

9.5 In order to be considered as living in a property within our priority admission area (as defined in Section 8.2), the applicant's parent/carer, must prove ownership of that home and provide proof of residency upon request where this becomes relevant at appeal or otherwise. Where the property has been owned for less than 2 years, the applicant's parent/carer, must provide (upon request at appeal or otherwise) proof of disposal of the previous home i.e. proof that the property has been sold.

9.6 In order to be considered as living in a rental property within our priority admission area (as defined in section 8.2) the applicant's parent/carer, must provide a current rental agreement and proof of residence upon request, where this becomes relevant at appeal or otherwise. If the applicant and his parent/carer have moved from an owned property into rented accommodation, proof of disposal of the previously owned property (i.e. proof that the property has been sold) may be requested at appeal or otherwise. Where the previous property was also a rental property, evidence showing termination of the previous rental agreement will be required.

9.7 If the applicant and his parent/carer are living in a rental property in the priority admission area (as defined in Section 8.2) at the time of the application to sit the school's Entrance Examination, then the applicant's parent/carer must be able to show that they are also living within the priority admission area on 31 December 2028 (after the applicant has been admitted to the school).

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9.8 In the case of parents who are separated, the application will be considered from the address where the child lives most of the time, even though the applicant may regularly spend some time at another address. However, the address used in the application cannot be that of a child-carer, grandparent or any other relative. Where it is claimed that the child's residency is shared equally between two addresses parents must agree which address will be used for the purpose of the application. Thereafter Sections 9.1 to 9.7 and 9.9 apply.

9.9 Where a child arrangement order states the child lives equally between two parents, they must agree which address to use for the school application. If the order specifies the child lives with one parent/carer, that address will be used. If there is no child arrangement order and it is claimed the child lives with both parents/carers, the address where the Child Benefit is claimed or where the child is registered with a GP will be considered and other contributory evidence considered. Thereafter, Sections 9.1 to 9.7 apply.

10 Change of Home Address

10.1 For applicants who move address to within our priority admission area (as defined in Section 8.2) following application to AGSB, and who submit an on time application to their Home Local Authority including AGSB as a preference, the new address will not be considered prior to 1 March 2028 but may be considered following 1 March 2028. Thereafter, the provisions set out in Section 9 above apply in full.

10.2 Successful applicants who leave our priority admission area (as defined in Section 14) before 31 December 2028 will have their place reviewed. As a result of this review, if it is shown that the address previously given was misleading or fraudulent, the place may be withdrawn if, as a result of the misleading or fraudulent information, the applicant had been promoted to a higher priority on the school's admissions criteria.

10.3 Parents must inform the School of any changes to their home address at all times and applicants who move out of our priority admission area after the point of application will be considered from their new address with immediate effect.

11 In Year Transfer Applications - Year 7 to Year 11

11.1 In-year applications may be made at any time through the published Trafford process. The school will notify applicants of decisions and appeal rights in accordance with the School Admissions Code.

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11.2 Applicants seeking admission to years 7-11 will be required to demonstrate that they meet the academic standard necessary for admission to the School.

11.3 Information regarding the administration of assessments, including arrangements for registration, the assessment schedule, and the notification of results, will be published on the School's website.

11.4 Applications must be made through Trafford Council Application Portal which can be found at: https://www.trafford.gov.uk/residents/schools/school-admissions/Admissions.aspx**.** A new application for a school place may be submitted in accordance with the statutory in-year process. Any restrictions on repeat assessment will be published separately on the school website Altrincham Grammar School for Boys - In Year Transfers and applied consistently, without preventing a formal application.

11.5 Academic suitability for each year group will be assessed through an appropriate assessment approved by the Admission Authority.

11.6 Parents will retain their statutory right of appeal where an application for admission is refused.

11.7 Meeting the required academic standard does not guarantee the offer of a place. Where more eligible applicants apply than there are places available, the School's published oversubscription criteria will apply (s11.10).

11.8 For Year 7 academic eligibility please see Sections 3.3 and 4, Qualifying Standard and Academic Eligibility.

11.9 For Years 8-11 the academic standard and any category-specific concession will be determined annually by the Admission Authority based on the academic standards of the School's current and previous cohorts, and published as part of these admission arrangements on the school website. It will be applied consistently to all applicants within the relevant assessment framework.

11.10 Oversubscription Criteria for In-Year Applicants Years 7-11

In-year applicants who meet the academic standard will be placed into one of the following oversubscription categories:

(i) Applicants who are Looked After Children (LAC) or Previously Looked After Children (PLAC).

(ii) Applicants in receipt of Pupil Premium and reside within the School's priority admission area.

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(iii) Applicants who reside within the School's priority admission area.

(iv) Applicants in receipt of Pupil Premium who reside outside the School's priority admission area.

(v) Applicants who reside outside the School's priority admission area.

LAC/PLAC/Pupil Premium evidence (see Sections 5, 14.2 and 14.3) must be provided when registering for the assessment. The Priority Admission Area is defined Sections 8.2 and 14.4.

11.11 Where the number of applicants qualifying for admission exceeds the number of places available in any category (following the placing of applicants in rank score order) priority will be given to the applicant(s) whose permanent home address lies closest to the school (using the distance calculation set out in Section 8.6). Thereafter Section 9 will apply.

11.12 Where an offer is made, the applicant must commence school within 30 calendar days of the offer being made to ensure fairness to other applicants.

12 Waiting Lists

12.1 Year 7 entry

For Year 7 entry in September 2028, the waiting list will be maintained until at least 31 December 2028. Qualified applicants will be ranked in accordance with the published oversubscription criteria and the list will be re-ranked whenever necessary.

12.2 Current Years 7-11

Where a place is not available at the time of application, qualified applicants will be added to the waiting list. When necessary the list will be ranked in accordance with our oversubscription criteria. The list will be maintained until the start of the next academic year.

Priority on the waiting list will not be given to children based on the date their application was received, or their name was added to the list.

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13 Admission of Child Outside their Normal Age Group

13.1 Parents/Carers who would like to apply for admission for their child outside their normal age group should submit a request in writing to agsbadmissions@hamblintrust.co.uk with supporting evidence, prior to the deadline for registration for the exam. Requests will be considered individually in the best interests of the child, taking account of the matters identified in Sections 2.18, 2.19 and 2.20 of the School Admissions Code (2021). Previous education outside the normal age group is relevant evidence but is not an absolute prerequisite.

13.2 Any later request to apply for a place in the child's normal age group will be considered under the applicable admissions arrangements and statutory requirements.

14 Definitions

14.1 Education, Health and Care Plan

An "Education, Health and Care Plan" (where the school is named) is a plan made by the Local Authority under Section 37 of the Children and Families Act 2014 specifying the special education provision required for that child.

Children whose Education, Health and Care Plan names the school are dealt with through the statutory EHCP process rather than the ordinary oversubscription allocation process.

14.2 A 'Looked After' or 'Previously Looked After' Child

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 (as defined in Section 22 (1) of the Children Act 1989). 'Previously Looked After Children' are children who were looked after but ceased to be so because they were adopted or became subject to a child arrangement order or special guardianship order. Section 14A of the Children Act 1989 defines a 'special guardianship order' as an order appointing one or more individuals to be a child's guardian (or special guardians). This category includes children who have been in state care outside of England and ceased to be in state care as a result of being adopted. A child is regarded as having been in state care in a place outside of England if they were accommodated by a public authority, a religious organisation or any other provider of care whose sole purpose is to benefit society.

14.3 Pupil Premium

'Pupil Premium' is funding for publicly funded schools in England to raise the attainment of disadvantaged pupils and close the gap between them and their peers. Schools receive funding

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for each child registered as eligible for Targeted Free School Meals at any point in the last 6 years.

Schools also receive funding for Service Premium children who have a parent serving in the regular armed forces either currently or within the last 3 years; and children who are in receipt of a pension under the Armed Forces Compensation Scheme and the War Pensions Scheme because their parent(s) died on active service with the UK armed forces.

14.4 Priority Admission Area

The priority admission area is defined as “postal addresses of WA13/WA14/WA15/M33 and M23 postcodes which lie within the Trafford Local Authority”.

14.5 Trafford State Funded Primary School

‘A Trafford State Funded Primary School’ is any and all primary schools funded by the State (Academies and Local Authority maintained schools) that lie within the Trafford Local Authority. For further information please refer to the following link:
https://www.trafford.gov.uk/residents/schools/Schools-in-Trafford.aspx

14.6 “Qualifying Standard”

The ‘Qualifying Standard’ is the minimum Entrance Examination score required in order for applicants to be considered for a place at the School. Achieving the Qualifying Standard does not guarantee a place at the School.

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15 Appeals

15.1 Parents refused a place have the right to appeal to an independent admission appeal panel under the School Standards and Framework Act 1998 and the School Admission Appeals Code 2022. If an appellant cannot attend, the panel will follow the Appeals Code when considering whether to adjourn or determine the appeal on written evidence.

15.2 The Admission Authority will establish arrangements for appeals against non-admission.

15.3 Appeals within the normal admission round will be heard within 40 school days of the deadline for lodging appeals. An appeals timetable will be published on the school website by 28 February each year. In-year admission appeals will be heard within 30 school days of the appeal being lodged.

15.4 The Appeals Panel will be strictly independent of the school. The decision of the Appeals Panel will be final and binding on all parties.

Questions relating to the appeal process should be sent to the Governance Officer, Democratic Services at: school.appeals@trafford.gov.uk. Further information is available from DfE (Department for Education) Advice for parents and guardians on school admission appeals - www.gov.uk. Appellants considering making a complaint regarding administration of an appeal should contact the Department for Education Appeals Complaints or contact them by telephone

Department for Education helpline
Telephone: 0370 000 2288 Monday to Friday, 9:30am to 5:30pm

Any person or body who considers that arrangements are unlawful, or not in compliance with the School Admissions Code or relevant law relating to admissions, can make an objection to the Schools Adjudicator.

Website: https://www.gov.uk/government/organisations/office-of-the-schools-adjudicator
Email: osa.team@schoolsadjudicator.gov.uk

(For consultation Nov 2026)

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