



## ALTRINCHAM GRAMMAR SCHOOL FOR BOYS

Marlborough Road, Bowdon, Altrincham, Cheshire WA14 2RS

Head Master Mr G A Wright MA (Hons) FRSA

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ADMISSION ARRANGEMENTS FOR BOYS WHO WILL BE 11 YEARS OF AGE BY 1ST SEPTEMBER 2021

**(Date of Birth must be between 1<sup>st</sup> September 2009 and 31<sup>st</sup> August 2010)**

The Admission Authority for this School is the Governing Body. The intended admission number for 2021 is 202.

Open Evening	Now Online		Parents & Boys
Parent Information Evening	Wednesday 4 <sup>th</sup> March 2020	7.00-8.00pm	Parents Only
Parent Information Evening	Thursday 5 <sup>th</sup> March 2020	7.00-8.00pm	Parents Only
Entrance Examination		Saturday 10 <sup>th</sup> October 2020	
Closing date for AGSB Application		Wednesday 1 <sup>st</sup> July 2020	
Closing date for Local Authority Application (CAF)		31 <sup>st</sup> October 2020	

### **APPLICATION PROCESS**

All applicants must apply directly to the School. To do this, you **MUST** submit an ONLINE Application Form. Applications made after our closing date of 1<sup>st</sup> July 2020 will only be considered following 1<sup>st</sup> March 2021.

(1) To make an **ONLINE ENTRANCE EXAMINATION APPLICATION** ([Click here](#))

(2) **In addition**, you **MUST** also make an on-time application to your Home Authority listing our School as a preference on the Common Application Form (CAF).  
**The National Closing date for applications is 31<sup>st</sup> October 2020.**

In order to be considered for a place here you **MUST** ensure that you name this school as a preference on the CAF. If we are your highest preferred school, you should place us as your first preference. Failure to place us as your highest preferred school could result in your child not being offered a place here as your Home Authority will endeavour to offer you your highest preferred school. If we are not able to offer your child a place here your second preferred school automatically becomes your first preferred school. This is an equal preference scheme.

To download our **APPLICATION AND ADMISSION TIMELINE** ([Click here](#))

### **ONCE YOU HAVE APPLIED**

Upon receipt of your application, you will receive an immediate email acknowledgement and links to further information relative to your application.

### **REGISTRATION FORM**

Around 1<sup>st</sup> **September** we will post a Registration Form to the applicant's home address. This form will provide you with the applicant's examination room and collection point, along with further instructions regarding the day of the examination.

**YOUR CHILD MUST BRING THIS REGISTRATION FORM WITH HIM ON THE DAY OF THE EXAMINATION.**

**Failure to bring the Registration Form will result in him not being able to sit the exam on that day.**

You **MUST** attach a recent colour passport photograph to the Registration Form and take it into his Primary School for verification. Full instructions will be given on the form.

If you have not received this form by 10<sup>th</sup> September, please contact our Admissions Department immediately.

### **THE ENTRANCE TEST**

This consists of GL Assessment 20-minute Non-Verbal Reasoning paper, 50-minute Verbal Reasoning paper and a 50-minute Mathematic paper.

No extra time will be allocated if your child needs to leave the examination room for any reason.

There will be a short break between tests for applicants to have a drink and a light snack. No refreshments are provided by the school.

### **SPECIAL CIRCUMSTANCES (Reporting illness or serious family issues)**

If your child is ill immediately prior to, or on the day of the exam we advise you not to bring him. Please notify us by calling (0161 928 0858) and we will make alternative arrangements for him to take the examination. You should also complete our online Special Circumstance Form recording the sickness.

You may wish to notify us of long-term sickness or serious family issues which may have affected your child prior to the exam. To do so, please also complete an online Special Circumstance Form. All information is held in the strictest confidence and may be held in support of an independent appeal following 1<sup>st</sup> March 2021.

The last date a special circumstance form may be submitted is **25th September**.

To download a **SPECIAL CIRCUMSTANCE FORM** ([Click here](#)).

### **ACCESS ARRANGEMENT REQUESTS (SENDCo)**

Access arrangements 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 will be based on support a child regularly receives within his Primary School and should mirror his 'normal way of working'.

1. Should you wish to apply for Access Arrangements, you must first tick the box registering your request on the Entrance Exam Application Form.
2. Download an Access Arrangement Request Form and ask your Primary School to complete this form on your behalf.
3. Return to us the completed Access Arrangement Request Form, together with your SEND Report/Care Plan no later than **1<sup>st</sup> July 2020**. All reports must be current and dated no more than 2 years prior to the date of testing. Supplementary information and late applications may not be considered in preparation for the exam but may be held in support of an independent appeal. Applicants requiring Access Arrangements will attend on an alternative examination date.

To download an **ACCESS ARRANGEMENT REQUEST FORM** ([Click here](#))

### **PRACTICE MATERIAL**

GL Assessment, our examination providers, have provided a free sample of all practice material.

To access **FREE PRACTICE MATERIAL** ([Click here](#))

### **TEST RESULTS**

We will write to the Parents/Carers of all applicants to let them know the examination results mid- October. This is in time for you to complete and submit your Local Authority Common Application Form (CAF). As required under the National Co-ordinated Secondary Arrangements Scheme, the list of qualifiers is then sent to our LA who will apply our oversubscription criteria to determine the offer of places on **National Offer Day (1<sup>st</sup> March 2021)**.

### **IF YOU ARE OVERSUBSCRIBED. HOW DO YOU AWARD PLACES?**

Our Published Admission Number is 202 at age 11. Places will be awarded in accordance with our oversubscription criteria as detailed within our 2021 Admissions Policy.

To download our **2021 ADMISSIONS POLICY** ([Click here](#))

### **PUPIL PREMIUM APPLICANTS**

If your child is a Pupil Premium child, please let us know by completing our online Pupil Premium Form from the link below. For full description Pupil Premium, please refer to our Admissions Policy.

To access our **PUPIL PREMIUM FORM** ([Click here](#))

### **WAITING LIST**

Following completion of the allocation and appeals process, the School will operate a waiting list of qualified applicants, this will be held until the end of the academic year.

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

If your child is offered a place here, you **MUST** accept the place with your Home Authority and notify us of your acceptance by returning a form which will be posted to you following 1<sup>st</sup> March.

### **APPEALS PROCEDURE**

You are entitled to appeal against a decision not to offer your child a place at a school. An independent appeal panel will consider each case individually and supplementary information may be held in support of an independent appeal.

Applications are available by request from the School's Admissions Department following National Offer Day (1<sup>st</sup> March 2021) at: [agsbadmissions@hamblintrust.co.uk](mailto:agsbadmissions@hamblintrust.co.uk).

Appellants considering making a complaint regarding administration of an appeal should contact:

ESFA Complaints  
Chief Executive's Office  
53-55 Butts Road  
Earlsdon Park  
Coventry  
CV1 3BH

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: [www.gov.uk/government/organisations/office-of-the-schools-adjudicator](http://www.gov.uk/government/organisations/office-of-the-schools-adjudicator) Email: [osa.team@osa.gsi.gov.uk](mailto:osa.team@osa.gsi.gov.uk)

Tel: 01325 340 402  
Office of the Schools Adjudicator  
Bishopsgate House  
Feethams  
Darlington  
DL1 5QE

## FREQUENTLY ASKED QUESTIONS

When is the closing date for applications?	Wednesday 1 <sup>st</sup> July 2020
Are practice papers available?	Yes, from any good bookstore.  Access to free practice material is also available via our school website from the link above.
How many question papers are there?	Non-Verbal Reasoning (20 minutes) – 40 Questions  Verbal Reasoning (50 minutes) – 80 Questions  Mathematics (50 minutes) – 50 Questions
What do we need to bring on the day of the exam?	The <b>Registration Form</b> which will be sent to you early in September, a small drink and light snack, pencil, rubber and pencil sharpener
Do the entrance tests take into account a child's age?	Yes, the GL Assessment papers are age weighted and the date of birth is taken into consideration as part of the standardisation.
When will the results be published?	The middle of October, 2020  A letter will be sent to the applicant's home address.
What if my child is sick on the day?	Do not bring him. Notify us by phone and complete an online Special Circumstance Form
Are you able to accommodate access arrangements?	Yes, please read our section on 'Access Arrangements detailed within our Admission Policy
When do I have to submit my CAF?	No later than 31 <sup>st</sup> October 2020
Do I need to name you as my 1 <sup>st</sup> preference on my CAF?	We cannot tell you to make us your first preference. However, if your child meets the admission criteria for more than one of your chosen schools, and you have not named us first then we may not be given the opportunity to offer him a place here.
How many places are available for applicants outside the priority admission criteria?	This will become apparent once the over-subscription criteria has been applied
Could further places become available?	Further places may become available as offers are rejected in March
If my child is not offered a place here can I appeal?	You may submit an appeal following 1 <sup>st</sup> March 2021 (National Offer Day). Refer to our Appeals section above