

# Kirkby Stephen Grammar School



## Governing Body

## Admissions Policy

September 2024-2025

ADOPTED AT A MEETING OF THE FULL GOVERNING BODY / COMMITTEE

AUTHORISED BY: *[Signature]* R.W. PAISLEY Chair, TLC  
(Chair of Governors / Chair of committee)

DATE: 13/3/23

Reviewed - Annually

# Kirkby Stephen Grammar School

## Admissions Arrangements

### September 2024 Admissions Policy

The Published Admission Number is 64.

Admission arrangements will follow those of Cumbria LA in so far as the aspects of the admission arrangements, such as the admission timetable, which are determined as part of the co-ordinated admissions scheme. For September 2024 transfers, these forms will be distributed to all County Primary and Junior schools with a deadline of return of Wednesday 31<sup>st</sup> October 2023. The forms will explain how parents apply, how they express their preference and the deadlines that they need to abide by.

If the school is oversubscribed, after the admission of pupils with a Statement of Special Educational Needs or Education, Health and Care Plan where the school is named in the Statement or Plan, priority for admission will be given to those children who meet the criteria set out below, in order:

1. A 'looked after child' or a child who was previously looked after but immediately after being looked after became subject to an adoption, child arrangements, or special guardianship order. 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 (see the definition in Section 22(1) of the Children Act 1989).
2. Children with a sibling attending the school at the time of application and living within the catchment area of the school. Sibling is defined in these arrangements as children who live as brother or sister in the same house, including natural brothers or sisters, adopted siblings, stepbrothers or sisters and foster brothers and sisters.
3. Children who are pupils of the feeder primary schools for KSGS: Asby Endowed, Brough Primary, Kirkby Stephen Primary, Orton CofE Primary, Tebay Primary, Warcop CofE Primary.
4. Other children living in the catchment area giving priority to those living nearest to the school. (See Note 1)
5. Children living outside the catchment area with a sibling attending the school at the time of application, giving priority to those who live nearest the school. Sibling is defined in these arrangements as children who live as brother or sister in the same house, including natural brothers or sisters, adopted siblings, stepbrothers or sisters and foster brothers and sisters. (See note1).
6. Children living outside the catchment area, giving priority to those who live nearest the school. (See Note 1)

#### Note 1

Distance measurements will be undertaken using the Local Authority's computerised Geographical Information system (GIS). The route used will be the shortest walking route by road as identified by GIS at that time, from the middle of the home property to the nearest entrance to the school.

## Admission of students to Year 12

a) The Published Admissions Number for admission into Year 12 is: 10

The Published Admissions Number **only** relates to those students admitted to the school for the first time and not to those students moving through the school from Year 11 to Year 12.

It is based on an estimate of the minimum number of external candidates likely to be admitted, although the school may, at its discretion, exceed this if demand for available courses can be met.

b) Entry Requirements

Kirkby Stephen Grammar School does not select pupils by ability. Pupils will be offered a range of academic and vocational courses and advice will be offered on options and entry requirements for particular courses.

Minimum entry requirements for courses, which can include a level of attainment at GCSE, will apply to both internal students and external applicants.

Where the Published Admissions Number has not been reached, the school cannot refuse to admit applicants whose chosen course or courses are full. A place will be offered whilst offering alternative course options.

c) Criteria to be used where the number of students requesting admission exceeds the Published Admission Number

Criteria for admissions in the event of oversubscription to the sixth form will be applied as above. i.e. Points 1, 2, 4, 5 & 6.



