



# Admission Policy

## 1 Size of School

112 girls will be admitted at 11+. Pupils will continue to be admitted to other age groups if they fulfil the criteria listed below and provided their admission does not prejudice the efficient education and use of resources.

## 2 Admission of Pupils

In order to preserve the established character and high academic reputation of the school, the aim shall be to provide places for girls selected according to ability and aptitude. The Governors will admit girls who fall within the upper quartile of ability selected by means of entrance tests. A review system may be used to consider whether girls who have marginally failed to reach the required standard in the entrance tests are of high enough ability to be offered a place.

## 3 Catchment Area

Traditionally the school has drawn its pupils not only from Lancaster but from places further afield within travelling distances.

### a) Priority Areas

In allocating places the Governors will first give priority to Looked after Girls who reside within the City of Lancaster at the time of the application.

Girls who reside within the boundaries of the City of Lancaster at the time of application will then be given priority. (See map)

### b) "Residual" Places

In allocating residual places the Governors will give priority to Looked after Girls.

Places may then be offered to those residing outside the City of Lancaster but within reasonable travelling distance after the needs of those residing in the City have been met. Distance will be measured using a computerised measuring system from the address point of the school to the address point of the child's home.

In considering requests in respect of children with otherwise equal claims, the distance of their home from the school and the scores achieved in the entrance tests will be taken into account.

Where a pupil lives with one parent for part of the week and the rest of the week with the second parent, only one address can be used for application. This will normally be the address to which Child Benefit is paid.

To establish residential status in the school's catchment area requires that the family permanently reside within the designated area shown in the map before the closing date for



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applications. Permanent residency is defined as owner occupancy or long-term letting contract of a residential property where child benefit and occupied community charge is paid (evidence may be required). In the case of a recent change of address, additional evidence will be required in the form of evidence of exchange of contracts or a signed tenancy agreement. This is in addition to the child benefit statement and evidence of occupied community charge. Families whose first home is outside the catchment area and/or who are only living in short-term rented property or temporarily with friends or relatives in the area will be deemed to live outside the catchment area.

## 4 Waiting Lists

Offers for places from waiting lists will be determined according to Admissions Policy.

## 5 Late applications

Parents or guardians of pupils for year 7 who move into the area after the closure date for submission of the Common Application Form must complete a LA Common Application Form before applying to the school for them to be assessed. If the child reaches a level comparable to pupils who have already been admitted and no places are available, the candidate's name will be placed on the waiting list

## 6 Appeals

A parent or guardian may appeal against the decision of the Governors to an Appeal Committee appointed under the prevailing Government legislation. The decision of the Appeal Committee shall be binding on the Governors and on the parents.

## **Co-ordinated Admissions Policy**

**All parents must list Lancaster Girls' Grammar School as one of their three preferences on the LA form. All preferences will be considered equally by all admission authorities and if places at more than one school could be offered the LA will allocate the school ranked highest by parents on their application. In addition, parents must complete a Lancaster Girls' Grammar School entrance tests registration form which must be returned to LGGS no later than noon on Wednesday 16<sup>th</sup> September. The Entrance examination for this school takes place on Saturday 26<sup>th</sup> September 2009**

## **Entry to the Sixth Form**

Each year the school welcomes 50 or more students to the Sixth Form from other schools. There is no catchment area for Sixth Form entrants, but there is a minimum requirement of five GCSE passes at grades A-C including 3 at grade B or higher and to include English Language. There are also specific subject requirements.



# LGGS Catchment Area

**Girls who reside in this area will be given priority of entry**



For more information about your local Parish Council visit:  
<http://www.lancashireparishcouncils.gov.uk/parishes/index.asp>

Arkholme with Cawood  
 Ashton with Stodday  
 Borwick  
 Burrow with Burrow  
 Cantsfield  
 Carnforth  
 Caton with Littledale  
 Cockerham  
 Claughton  
 Ellel

Gressingham  
 Halton with Aughton  
 Heaton with Oxcliffe  
 Hornby with Farleton  
 Ireby  
 Lancaster  
 Leck  
 Melling with Wrayton  
 Middleton  
 Morecambe and Heysham

Nether Kellet  
 Overton  
 Over Kellet  
 Over Wyresdale  
 Priest Hutton  
 Quernmore  
 Redmayne  
 Roeburndale  
 Scotforth  
 Silverdale

Slyne with Hest  
 Tatham  
 Thurnham  
 Tunstall  
 Walton  
 Warton  
 Wennington  
 Whittington  
 Wray with Botton  
 Yealand Redmayne