

# WOLVERHAMPTON GRAMMAR SCHOOL

## ADMISSIONS POLICY

Wolverhampton Grammar School (and Wolverhampton Grammar Junior School) is a co-educational independent school for pupils from ages 4 to 18.

The Admissions Policy and processes are designed to ensure that new pupils arrive at our school confident in the knowledge that this is the right environment for them.

Parents are encouraged to visit the School, either informally without appointment, by arranging a personalised tour or by attending a scheduled open event, taster or discovery day, details of which are on the School website [www.wgs.org.uk](http://www.wgs.org.uk).

Further information on visiting the Junior, Senior School and Sixth Form can be obtained from the Admissions Office and Admissions Registrar:

Jane Morris, Tel: 01902 422939, email: [jam@wgs-sch.net](mailto:jam@wgs-sch.net).

### **How to Apply**

Applications are accepted to the Junior, Senior School and Sixth Form throughout the year. The usual points of entry are at Reception, Year 3, Year 7, Year 9 and Year 12 though the School may also have occasional places in other School years. Application to the School should be made by Registration Form - available from the Admissions Office or downloadable from the website. The completed Registration Form should be returned to the Admissions Office accompanied by the registration fee (currently £35). Online registration and payment is also available via the School's website [www.wgs.org.uk](http://www.wgs.org.uk).

Wolverhampton Grammar School is academically selective. Selection is based upon academic merit which is assessed by an assessment/entrance test relevant to the candidate's year of entry, a satisfactory report and good references from their current school and in the Sixth Form, by an interview at the School. Our selection criteria are designed to identify pupils with potential, who are able to benefit from our balanced and well-rounded education and who will make a positive contribution towards the life of the school. Wolverhampton Junior, Senior School and Sixth Form pupils are well-rounded with a genuine interest in education in the broadest sense of the word, with interests that stretch beyond the confines of the academic curriculum. The School has strong traditions in music, drama, art, community activities and sport. There are many extra-curricular activities, all of which are important in developing a well-balanced, confident individual.

### **Junior School Admissions**

No specific preparation for the assessment is needed: all candidates start on an equal footing, with identical opportunities to display their aptitude. Children seeking places in Reception are required to complete a face-to-face assessment, measuring literacy, language and mathematics. A separate assessment of their (expected age-related) progress in communication & language, physical development, and personal, social & emotional development is made via a short play-based activity.

Children seeking places in Years 1 and 2 are required to sit a written assessment in English and maths, also accompanied by a play-based activity. Children seeking placed in Years 3 to 6 are required to sit a digital assessment in English and Maths, accompanied by a short creative writing task.

### **Senior School and Sixth Form Admissions**

No specific preparation for the entrance test is needed: all candidates start on an equal footing, with identical opportunities to display their academic aptitude.

Candidates for entry to Year 7 will be invited to sit an online assessment in English, Maths and Verbal Reasoning. They will also be observed undertaking group tasks.

Candidates for entry to other years in the Senior School (below 16+) will be invited to sit papers in English, Maths and Verbal Reasoning which are designed for their age group.

Candidates for entry at 16+ are invited to interview with the Deputy Head or Head of Sixth Form and are offered conditional places into Year 12 based on the candidate achieving an average GCSE score of 5.5 across a minimum of 7 subjects; a minimum of 6 in the subjects (or associated subjects) chosen to be studied at Sixth Form (except Further Maths which requires 8 in Maths; and Biology, Chemistry, Physics and Maths which require a minimum grade 7 for those respective subjects); and a minimum of a 4 in Maths and English Language where these subjects have not been chosen for study at Sixth Form. We also always ask for a copy of a candidate's most recent school report, which must provide evidence of satisfactory commitment and behaviour. These criteria also apply to current WGS Year 11 pupils who wish to continue to our Sixth Form.

### **Acceptance of a Place**

Once an offer of a place has been made by the School, an acceptance fee of £250 is required in order to secure the place, which should be returned together with the signed Acceptance Form to the Admissions Registrar. The acceptance fee is only refundable in the event of required GCSE grades not being achieved for a Year 12 conditional offer.

If parents wish to withdraw their acceptance of a place before their child starts at the School, they must give written notice on before the first day of the term immediately preceding the term in which their child is due to start. If this period of notice is provided, parents lose their acceptance fee but no further fees will be payable. If this period of notice is not provided, a term's fees will be payable by the parents. If a place is accepted within the term immediately preceding the term in which the child is due to start, a term's fees in lieu of notice will be payable in the event of withdrawal.

### **Oversubscribed Year Groups**

The School has now reached a position where some year groups are full and demand exceeds the number of places available. Should one or more candidates' academic performance, interview performance and (where applicable) previous school report be deemed of equal merit, in such circumstances and provided registration has been completed in a timely manner, a sibling of a current pupil will be given priority when allocating a place. Other factors taken into consideration in such circumstances will include the date of registration.

## **Equal Treatment**

Wolverhampton Grammar School's aim is to encourage applications from candidates with as diverse a range of backgrounds as possible. Applications are welcomed from prospective pupils of all religious faiths and none. This enriches the community and is vital in preparing our pupils for today's world. Bursaries are offered in order to make it possible for deserving children who meet the School's criteria to attend the Senior School, within the scope of available funding.

In order to cope with the academic and social demands of Wolverhampton Grammar School, pupils must be fluent English speakers. Normally, pupils should have been educated in the English medium for some time before coming to the School. Tuition in English as an Additional Language (EAL) can be arranged at the parents' expense.

We are committed to equal treatment for all, regardless of a candidate's sex, race, ethnicity, religion, disability, sexual orientation, special educational needs, pregnancy or social background (Equal Opportunities Policy for Pupils).

## **Supported Learning and Excellence for All**

Wolverhampton Grammar School does not discriminate in any way regarding entry and the School welcomes pupils with disabilities and special educational needs providing they meet the academic entry requirements, that our site can accommodate them and that the School can offer them the support they require.

Opportunities through Assisted Learning (OpAL) offers specialist, dedicated support for children with dyslexia and other special educational needs. Admission to the OpAL programme is by interview and assessment or through the normal admissions procedure.

We welcome pupils with physical disabilities. However, we strongly advise parents of children with any special educational needs or physical disabilities to discuss their child's requirements with the Admissions Registrar before he/she sits the entrance exam, so that the School can make adequate provision for him/her. Parents should also provide a copy of an educational psychologist's report or a medical report if they have one. The School will discuss thoroughly with parents and their medical advisers, if appropriate, the adjustments that can reasonably be made for the child if he/she becomes a pupil at the School. The School will not offer a place to a child with disabilities if, after reasonable adjustments have been considered, the School cannot adequately cater for their needs.

## **Scholarships**

Scholarships are designed to reward excellence and to celebrate exceptional talent. The School offers a number of both annually re-assessed means tested scholarships and non-means tested scholarships. In recognition of their achievement, the scholars are offered a reduction in fees (and, where appropriate, other advantages) throughout their time at Wolverhampton Grammar School.

Parents of scholars are required to sign and return our 'Pupil Scholarship and Bursary Conditions' to ensure they fully understand the conditions by which a scholarship is awarded. A scholarship may be withdrawn in accordance with the terms upon which such an award is made or in accordance with the School's Terms and Conditions.

Parents of scholars who anticipate that they may experience difficulty in meeting the balance of the tuition fees are encouraged to apply at the same time for one of the School's means-tested bursaries as described below, when they register their child. As a guideline, both means tested scholarships and bursaries will be considered where family income does not exceed £60,000.

Scholarships are available for entrance at Year 7 and at Year 12.

#### **At Year 7:-**

**The Jenyns Scholarship** (named after the School's founder) is offered at Year 7 to a pupil or pupils coming from the Wolverhampton area (WV postcode) who, along with strong academic ability, can clearly demonstrate that they will make a positive contribution to the School in any number of areas; these may include (but are not limited to) art, sports, drama, debating. The Jenyns Scholarship is equivalent to one full fee paying place to be offered to a pupil (or pupils) who fulfils the above criteria. The value of the Scholarship/s awarded is determined on a means tested financial needs basis.

**The Junior Scholarship** is awarded to a pupil/s joining Year 7 from Wolverhampton Grammar Junior School. It is awarded regardless of family income to one or more of the top performing Junior School pupils in the 11+ entrance test. The Junior Scholarship provides up to 50% remission on fees. Please note that the award may be divided between several students, where equal merit exists.

**The Year 7 Music Scholarship** is awarded to a pupil coming to the School at Year 7. This scholarship provides up to 25% remission of the school fees plus free music tuition on the instrument of your child's choice up to and including Grade 8. It is awarded regardless of family income. Please note that the award may be divided between several students, where equal merit exists. The pupil who is awarded the Music Scholarship must still pass the School's entrance test and should either be working towards, or have Grade 5 in their chosen instrument (this includes singing). Music scholars are expected to make a significant contribution to the musical life of the School. Any failure to do so could result in withdrawal of the award.

#### **At Year 12:-**

**The Old Wulfrunian (OW) Sports Scholarship** is offered to a pupil (or pupils) living in the Wolverhampton postcode area (WV postcode), who joins the School at age 16, and who has a strong sporting ability demonstrated through one of the following:

- County / Regional / National representation at their chosen sport
- Member of Elite group and / or Academy linked to a professional sporting club or organisation
- National ranking in their chosen sport

The pupil who is awarded the OW Sports Scholarship must fulfil the criteria for entry into the Sixth Form and undertake an interview with a senior member of staff and the Director of Sport as appropriate. A sporting reference will be taken up (eg. from a county or academy coach) and a practical assessment will be made by the Director of Sport or other relevant staff.

The OW Sports Scholar will be expected to make a significant contribution to the sporting life at the School and to be available to represent the School in competitive matches and for relevant training sessions as required. The OW Sports Scholarship is equivalent to one full fee paying place to be offered to a pupil (or pupils) who fulfils the above criteria. The value of the Scholarship/s awarded is determined on means tested financial needs basis.

**Governors' Academic Scholarships** (or the equivalent) may be awarded to current Wolverhampton Grammar School pupils entering the Sixth Form. Pupils must demonstrate the highest levels of academic endeavour and achievement in order to be considered for these awards. The award provides up to 50% remission on fees and is made regardless of family income. Please note that the award may be divided between several students, where equal merit exists.

**The Sixth Form Music Scholarship** provides up to 25% remission plus free music tuition on the instrument of your choice up to and including Grade 8. The pupil who is awarded the Music Scholarship must still meet the Sixth Form academic entrance requirements and should be working at Grade 6 standard (and should be looking to reach Grade 8 standard in the Sixth Form). Music scholars are expected to make a significant contribution to musical life of the School. Any failure to do so could result in withdrawal of the award. The award is made regardless of family income. Please note that the award may be divided between several students, where equal merit exists.

**Sixth Form Subject Scholarships** are awarded competitively to students entering the Lower Sixth Form (Year 12) who show excellence in a scholarship examination paper in a subject they wish to study at A-level and in a general scholarship paper, which are taken in the Spring term of Year 11. Sixth Form Subject Scholarships are awarded as a £500 academic grant to assist with A-level studies. Students awarded a Governors' Academic Scholarship are not eligible for a Sixth Form Subject Scholarship, so that others can be recognised. The award is made regardless of family income.

### **Means-Tested Bursaries**

Wolverhampton Grammar School's bursary programme is designed to enable as many as possible of those who meet the Senior School and Sixth Form entry criteria to take up a place. The School offers several means-tested awards annually to entrants at Year 7 and Year 12, where the parents have indicated on the registration form that they require financial support and have subsequently completed a Statement of Financial Circumstances (KSB1) Form.

To be considered for a bursary place, as a guideline your household income should not exceed £60,000 per annum. Parents are required to provide proof of their income and assets. The level of support varies according to parental need; but can extend to full fee remission in cases of proven need. Bursaries are always offered for a full academic year unless there are significant changes in circumstances during that period and all bursaries are re-assessed on an annual basis. Levels of support may vary with fluctuations in income. As demand for bursary provision often exceeds the funds available each year, applications for bursary support are prioritised as follows: for Year 7, according to each candidate's performance in the School's main entrance process in January, together with an additional interview with the Head; and for Year 12, subject to the academic criteria required by the specific bursary applied for alongside the

predicted GCSE grades and other academic information available for each candidate. This method of prioritisation supports the School's academic aims and enables decisions to be made transparently.

The School's practice is to allocate its entire available bursary funding on entry. The School's expectation is that parents, who do not choose to apply for a bursary at the time that their child is being assessed, will not require financial support throughout the time that their child attends the School, except in wholly unforeseen circumstances.

Guidance on applying for means tested bursaries and bursary application forms are available from the Admissions Registrar.

Parents of bursary recipients are required to sign and return our 'Pupil Scholarship and Bursary Conditions' to ensure they fully understand the conditions by which bursary is awarded. A bursary may be withdrawn in accordance with the terms upon which such an award is made or in accordance with the School's Terms and Conditions.

### **Fee Remission for Third and Fourth Children**

On those occasions where parents have three children attending the School at any one time, fee remission of 10% will apply to the third child. Where parents have four children attending the School at any one time, fee remission of 50% will apply to the fourth child.

### **Contractual Terms & Conditions**

Contractual Terms and Conditions are provided to parents on the offer of a place at Wolverhampton Grammar School, and are available on the School's website.

### **Complaints**

The School hopes that neither parents nor pupils have complaints about the admissions process. Applicants are encouraged to raise any concerns or queries about the application process with the Admissions Registrar in the first instance. Where issues remain unresolved, they should be raised with the Head in writing.

ATWF  
September 2023

Next review:  
September 2024