



Devonport  
High School  
For Boys

## Year 7 Admission Policy for the academic year 2017/2018

### Approved admission number

1. The admission number in Year 7 will be 174.

### Admission arrangements

1. Admission to the school is on the basis of selection by reference to ability or aptitude.
2. Devonport High School for Boys uses papers designed by GL Assessment (GLAss) to meet the needs of the selective schools, and an internal English paper.
3. The tests will comprise an assessment of potential through GLAss English and Mathematics papers. Candidates will also take an internally set English paper (testing composition skills). These tests will be conducted at Devonport High School for Boys on two consecutive Saturday mornings in September.
4. The programme for the two Saturday mornings will be: Week 1) Familiarisation and DHSB English (composition) paper and Week 2) GLAss English (comprehension) and Mathematics papers
5. When the scores have been standardised the Admission Panel will meet to discuss the results: The Admission Panel will consist of the Headteacher, Admissions Officer and a representative of the Governing Body of the school. The results will be placed in one of three bands:

A	Candidates who achieve a qualifying GLAss mark equal to or higher than that of the 174 <sup>th</sup> candidate, and a qualifying score in the DHSB English paper	The candidate has qualified and is eligible for consideration for a place at the school.
B	Candidates who achieve a qualifying GLAss mark lower than that of the 174 <sup>th</sup> candidate, and a qualifying score in the DHSB English paper	The candidate has qualified and is eligible for consideration for a place on the DHSB waiting list.
C	Candidates who do not achieve the qualifying GLAss mark and/or sufficient marks in the DHSB English paper	The candidate has not qualified and so is ineligible to be considered for a place at this selective school.

7. All candidates will be listed and their names will be returned to the Plymouth Local Authority (LA). The LA will share this information with Devon and Cornwall LAs who will then allocate a place at the highest ranked school that the applicant is qualified for. On the first working day in March each 'Home LA' will write to parents to advise on the school place allocated.
8. Right of Appeal: All parents have the right of an appeal to an independent panel and should contact the school for the forms and further details. The panel will take account of the evidence provided by the parents (that may include the primary Headteacher's recommendations and work provided by the primary school) and the DHSB English paper (as evidence of first-draft prose). Contact details: [clerk@dhsb.org](mailto:clerk@dhsb.org) or 01752 208787.

## Notes

1. A candidate who is listed in Category A and whose education, health and care plan (EHCP) or special educational needs (SEN) statement names DHSB will be admitted.
2. If it is necessary to distinguish between candidates in a particular category, priority will be determined on the basis of distance between home and school measured by a straight line on the map using Plymouth City Council's electronic mapping system – the shorter the distance, the higher the priority. Measurement points will be from the spatial locator identified by the National Land and Property Gazetteer. The spatial locator is the address point based on a general internal point. Flats are therefore taken to be the same measurement point regardless of floor of location.
3. Admission out of the normal age group: Places will normally be offered in the year group according to the child's date of birth but a parent may submit an application for a year group other than the child's chronological year group. A decision will be made on the basis of the circumstances of each case and in the best interests of the child concerned. This will include taking account of the parent's views; information about the child's academic, social and emotional development; where relevant, their medical history and the views of a medical professional; whether they have previously been educated out of their normal age group; and whether they may naturally have fallen into a lower age group if it were not for being born prematurely. We will also take into account the views of the headteacher of the school(s) concerned. Parents must not assume that the decision of one school will transfer with the child to a different school as the decision rests with the individual admission authority. Where a place is refused in a different year group but a place is offered in the school, there will be no right of appeal.

## Waiting list and subscription criteria

1. Category B candidates who apply for a place at the school will be eligible for a place on the waiting list. The following criteria will be used by the school to rank the candidates on this list if any places become available by the last day of December in the year of admission. Those achieving the highest GLAss score will have priority. To resolve any tied positions within this ranked list the following four criteria will be used (strictly in this order)
  - i. Looked after children and all previously looked after children. 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) at the time of making an application to a school. 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 arrangements order or special guardianship order).
  - ii. Students in receipt of the pupil or service premium at the date of testing. Evidence will be required at the time of allocation.
  - iii. Children of a member of staff who has been employed at the school for two or more years at the time at which the application for admission to the school is made or  
Children of a member of staff who is recruited to fill a vacant post for which there is a demonstrable skill shortage.
  - iv. In the event of an unresolved tie, then the mark for the DHSB English paper will be used to discriminate between candidates.
  - v. If there is still a tie then distance from the school will be used to favour those living nearer to the school. (see notes).
  - vi. Finally, a random number generator will be used. This will be supervised by the DHSB Admission Panel.
2. Candidates taking the 11+ test late and who qualify by virtue of a score higher than the 174<sup>th</sup> candidate who are not initially allocated a place will be automatically placed on our waiting list. The list gives priority strictly by the oversubscription criteria for any place that may become available by the last day of December in the year of admission.

## Application procedure

1. Parents must register for the DHSB admission exams by submitting the registration form at [www.dhsb.org](http://www.dhsb.org). Alternatively, the registration form is also available in the school prospectus and can be completed and returned by post. The registration period will be open from 25 April 2016 to 2 September 2016. Letters giving an indication of 11+ test results will be sent by post on 12 October 2016.
2. Parents must also apply for a place at the school by completing the application form provided by their home LA (i.e. the LA serving their home address) and returning it to them by post or on-line by the closing date published for that LA.
3. The school will administer the 11+ test to all registered candidates and will, as is required, inform the LA

of the admission decisions. Parents will be informed by the Home LA of their son's school allocation on the first working day in March.

4. All parents are entitled to appeal against non-admission. Requests for such appeals will be considered by the independent appeal panel. Contact details: [clerk@dhsb.org](mailto:clerk@dhsb.org) or 01752 208787.

**Late Registrations** (Registration for the admission exams received by DHSB from 03.09.16 to 31.10.16)

1. Arrangements will be made for the 11+ tests to be taken. Please note that test results will only be included in the first allocation round if the admission authority is satisfied that the parent could not reasonably have known about the requirement and deadline for registration.

**Late applications** (applications received by the LA from 1.11.16 to 31.08.17)

1. Parents should make an application to their Home LA.
2. Arrangements will be made for the 11+ test to be taken. Places will be allocated to those who qualify if there is a vacancy. The over-subscription criteria will be applied if necessary. If there are no vacancies then the candidate will be placed on the school waiting list. The waiting list will be maintained until the end of December 2017.