



WATFORD GRAMMAR SCHOOL FOR GIRLS

ADMISSION ARRANGEMENTS FOR ENTRY TO THE SIXTH FORM IN 2017

1. The date of the Sixth Form Open Afternoon will be determined and advertised in the local press.
2. A deadline for applications from external candidates will be published at the same time.
3. All entrants are expected to meet the entry requirements as published annually in the Sixth Form Prospectus on the school website.
4. Priority will always be given to Year 11 pupils at Watford Grammar School for Girls who wish to enter the Sixth Form.
5. The School's admission number for the Sixth Form will be 65 (external) students.

THE PROCESS OF APPLICATION

1. The applicant must send her predicted grades with her application form.
2. On receipt of the application form, the applicant's predicted grades will be requested from her current school.
3. If the applicant's predicted GCSE grades, as reported on the Additional Information Form by her current school, meet the entry requirements, she may be invited to the school to meet a member of staff to discuss the suitability of her subject choices.
4. If the applicant's predicted grades, as reported on the Additional Information Form by her current school, do not meet the entry requirements, she will be invited to contact the school upon receipt of her GCSE results, should she have a continuing interest in a Sixth Form place and having achieved the required qualifying grades.
5. Places will be offered if there are places available for the subject combination required by the candidate.
7. Applicants will receive notification in writing of the offer of a place and will be required to accept the place in writing by the date given in the letter.
8. Those not offered a place will receive notification in writing that they are on the waiting list and will be invited to contact the school upon receipt of their GCSE results, should they still want a place in the Sixth Form.
9. Each applicant will also be informed of the deadline by which she must confirm both her achievement of the required GCSE grades, and her acceptance of the place offered.

OVERSUBSCRIPTION CRITERIA

1. In the event that there are more qualified external applicants than places and/or that places for a particular combination of subjects are oversubscribed, priority will be given to Children Looked After, or Previously Looked After who achieve the required grades. (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.)

2. The number of vacancies in specific subjects will then be determined and applicants on the waiting list (see note 8 above) will be considered for those places.
3. In the event that two or more applicants are equally entitled to a place, then an offer will be made to the applicant living closer to the school at the time of application. In the event of two applicants living an equal distance from the school (e.g. in a block of flats) the applicants will be ranked numerically by house door number, the lower number taking priority. If the applicants live at equal distances, but in different locations, the place will be allocated by independently verified random allocation.

PROCESS AFTER PUBLICATION OF RESULTS

1. Year 11 students from Watford Grammar School for Girls who have fully met the entry requirements will be given priority.
2. Confirmation of acceptances from external applicants who were offered a place will be received by the deadline.
3. Applicants who have not previously contacted the school and whose GCSE results meet the relevant criteria may be considered at this stage for any remaining places.
4. Any further offers will then be made subject to the following provisions:
 - a) The applicant has contacted the school with her grades and expressed an interest in the Sixth Form.
 - b) The applicant has the required grades to meet the overall entrance requirement for a place in the Sixth Form and for the subjects she wishes to study as stated originally on the option sheet.
 - c) A vacancy exists for the combination of subjects required.
5. In the event of over-subscription for a specific subject combination then the criteria outlined above will apply.
6. If the applicant has not visited or applied to the school previously, she will be invited to the school for a discussion to establish the suitability of her courses.
7. Former WGGGS Year 11 pupils, who had decided to leave the School but then wish to return at the beginning of the Year 12 Autumn Term, will be considered on the basis of their GCSE grades.

Appeals

Applicants who do not receive an offer of a place in the Sixth Form will have the right of appeal to an independent Appeals Panel. It is likely that time constraints will mean that appeals will be heard as soon as possible after the October Half-Term break.