

## For entry from September 2013

### General Principles

Wycombe High School is a single sex girls' selective state foundation school with 1300 students on roll, of whom nearly 400 are in the Sixth Form. The school has educated girls of High Wycombe for over a hundred years and is very highly regarded in the local and wider community. There is a strong and shared sense of community and collective pride, built on core values. We are a Mathematics and Computing Specialist School.

The main principle of admission to Wycombe High School is to provide high quality, inclusive education to girls aged 11 to 18 who live within the catchment area and who have the aptitude and ability for a grammar school education. However, there is no guarantee of a place for girls living in the catchment area. The school will endeavour to provide places for girls who live outside the catchment area whose parents wish them to attend Wycombe High School, provided they can be accommodated within the admission limits and subject to our oversubscription criteria.

### Ordinary Year 7 Admissions

Students are eligible to be considered for admission to Wycombe High School in Year 7 if they meet the required standard in tests currently used and administered by Buckinghamshire County Council for 11+ selection, designed to select pupils with the aptitude and ability for a grammar school education. Applications for testing will be automatic for pupils who attend Buckinghamshire Primary schools. In all other cases, including where pupils attend independent schools in Buckinghamshire, an application for testing should be made to Buckinghamshire County Council before 7 September 2012. In addition, all applicants must notify their home Local Authority of their preference for the school prior to the closing date of 31 October 2012.

Parents of any child who does not achieve the qualifying score may apply for a Selection Review if they believe that their child would have met the qualifying score but for particular circumstances regarding their participation in the 11+ selection testing process. The Selection Review will be a 'desk exercise' carried out by a panel which will consist of serving or recently retired secondary and primary Headteachers supported by a Local Authority Officer. The Panel will consider each written application received and will obtain advice from an Educational Psychologist, where appropriate, prior to making a decision. The Selection Review process will take place before places are allocated and children who are deemed qualified by the panel will be eligible for admission for any of the 13 Buckinghamshire grammar schools.

After places have been allocated, parents will be entitled to make representations to an Independent Appeal Panel if their child has been refused admission because the school is full. An Independent Appeal Panel hearing will not ordinarily carry out a full review of a pupil's capacity to pass the selection test as that process should take place at the Selection Review.

Admission of qualifying students will be up to the admission number in Year 7 for September 2013 which will be 180. Criteria to be used in the event of oversubscription are set out below.

For entry into Years 7 to 11 the school participates in the Local Authority co-ordinated scheme and all deadlines within that scheme should be adhered to by all applicants. Applications should be made via the Local Authority.

### In-Year Admissions (Years 7 to 11 only)

Applications for a school place after the normal time of admissions (In-Year Admissions) to Year 7 will be processed as set out in BCC's Co-ordinated Admission Scheme for secondary schools.

The application process will be managed by BCC, as part of its In-Year Admissions procedure ([http://www.buckscc.gov.uk/bcc/schools/admissions/immediate\\_admissions.page](http://www.buckscc.gov.uk/bcc/schools/admissions/immediate_admissions.page)) and therefore applications should be made in writing via Buckinghamshire County Council.

Admission to Years 7 to 11 will be subject to the availability of a place and dependent on the results of testing. For in-year admission to Years 7, 8 and Year 9 up to the point where the school begins KS4 courses of study, BCC's test process will be used, as set out in the Co-ordinated Admission Scheme.

For admission at Key Stage 4 (Years 9 to 11) the school will administer separate subject-based tests applicable to each year group. Success in the school's test is not linked to the availability of places.

# Wycombe High School - Admissions Policy

## Sixth Form Admissions

All students in Year 11 will be encouraged to apply for the Sixth Form. We also accept applications from students wishing to transfer from another school.

200 places for girls will be offered for the Sixth Form from which a minimum of 20 external candidates will be admitted if they meet our entry requirements and course places remain available after allocation to qualifying internal candidates. If more than 20 external candidates successfully meet our entry requirements, use of the Sixth Form oversubscription criteria set out below will determine which applicants are allocated the number of external places available after qualifying internal candidates are allocated their places.

Applications from external candidates should be made in writing direct to the school, within the timescales set out in the School's Sixth Form Prospectus.

## Sixth Form Entry Requirements

Entry requirements are that:

- the course(s) required is / are on offer.
- a girl will have achieved a minimum of 360 points in her eight best full GCSEs, two of which will include Mathematics and English Language at grades A\* - C.
- a girl will meet the entry requirements for the subjects being studied as detailed in the prospectus.

Please note:

- Group sizes must be viable. In the event that a subject or course does not attract sufficient applicants, either at AS or A2 level, it may not run.
- Students who do not achieve a D grade at AS at the end of Year 12 will not be permitted to continue this subject to A2. In order to qualify for Year 13 a student must have D grades in at least two subjects at AS level and 90% attendance/punctuality.

## Oversubscription

Girls who have statements of Special Educational Needs naming the school will be admitted prior to the application of these admission rules.

## Years 7 - 11

Where eligible applications for admission exceed the number of places available, the following criteria will be applied in the order set out below to decide which student who meets the required standard to admit:

- (a) Girls in Public Care.
- (b) Girls living in the catchment area.
- (c) Younger sisters of current students in Years 7 to 12 at the point of allocation and who will be on the roll of the school at the time of the proposed admission.
- (d) Once the rules above have been applied, any further places will be offered in distance order, using the distance between the family's normal home address and the school's nearest open entrance gate, offering the closest first, using the method adopted by BCC.

## Tiebreaker

Where the school can take some, though not all, of the girls who qualify under one of these criteria, priority will be given to girls by taking account of the next criteria in the numbered list to decide who has priority for places.

## Multiple Births

In the case where there is one place left and the next girl due to be admitted is one of a twin, triplet or other multiple birth group, both twins (if girls) will be admitted or all female siblings in the case of multiple births, even if this goes above the admission number for the school.

# Wycombe High School - Admissions Policy

## Sixth Form

Where eligible applications for courses exceed the number of places available, places will be offered first to girls in Public Care, provided they meet the Sixth Form entry requirements, then to students obtaining the highest average point score from their top eight GCSE (full course) results. If there is more than one student with the same score, home to school distance as defined above will be the final determinant.

## Definitions and Details regarding all Categories of Admission above

### Catchment Area

The catchment area for Wycombe High School covers High Wycombe and a number of the surrounding towns and villages, including Marlow. A map of the catchment area is available at:

[http://www.buckscc.gov.uk/assets/content/bcc/docs/schools/ed\\_catch\\_map\\_Wycombe\\_High.pdf](http://www.buckscc.gov.uk/assets/content/bcc/docs/schools/ed_catch_map_Wycombe_High.pdf).

Parents wishing to know their entitlement to free home to school transport should contact the BCC Admissions Team.

### Sibling

By sibling we mean sisters of whole or half blood, or any other girl (including an adopted child) who permanently resides at the same address and for whom the parent also has parental responsibility.

### Parent

The application form should be completed by a person who is the girl's parent. The definition of a parent is as defined in the Education Act 1996.

### Normal Home Address

'Normal home address' is where the girl and the girl's parent live. This must be a residential property that is the girl's only or main residence, not an address at which the girl may sometimes stay or sleep due to the parent's domestic arrangements, and must be all of the following:

- owned, leased or rented by the girl's parent(s) or person with parental responsibility.
- where the pupil spends the majority of her school week nights (Sunday-Thursday inclusive).
- the registered address to which Child Benefit for the pupil is currently being paid.

### Home to school distance

The shortest route will be measured by BCC's Geographical Information System as described in the Buckinghamshire admissions booklet.

## Waiting List

Girls who have qualified and have not been allocated a place will have their name placed on the waiting list. The waiting list will be ranked in accordance with the school's over-subscription criteria as detailed above. Waiting lists will be maintained throughout each of the current Years 7-11 and a girl's name will automatically be removed at the end of Year 7 unless her parent applies in writing to the School for her name to be transferred to the Year 8 list prior to her starting Year 8. This procedure will subsequently apply to each subsequent year whilst the pupil remains on roll.

## Appeals

If your daughter is not offered a place at Wycombe High School you have the right to appeal to an independent panel. The appeal process is managed on the school's behalf by BCC, which should be contacted in the event that you wish to appeal.

## Policy Review

This Admissions Policy is subject to annual review. Comments relating to this policy should be emailed to [office@whs.bucks.sch.uk](mailto:office@whs.bucks.sch.uk) with the header 'Admissions feedback'.

## Fair Access Protocol

The school complies with the Buckinghamshire In-Year Fair Access Protocol.