



Derby  
Grammar  
School

Bringing education to life.

# Admissions & Exclusions Policy

Academic year: 2020-21

## Principles

At Derby Grammar School we seek to ensure that all those pupils who are admitted will thrive in an environment of high expectation and achievement, where they will be able to benefit from the rounded education provided and be happy within the school community.

We seek to offer places to those whom we believe can contribute positively to the school community, and whom we can educate within our own teaching, pastoral and learning support structure.

Progression from one part of the school to another is expected but cannot be guaranteed; there are occasions when such progression is not in the interests of either the child or the wider community. In such circumstances we would inform the parents well in advance and offer guidance for future options for schooling. All those joining the School must abide by the Standard Terms and Conditions of Derby Grammar School and to adhere to relevant school rules and policies.

Derby Grammar School welcomes applicants from all backgrounds and does not discriminate on the basis of disability, gender reassignment, race, religion or belief, or sexual orientation. Should a candidate be disabled under the definition of the Equality Act 2010 or the Special Education Needs and Disability Act 2001, then all reasonable special arrangements can be made on request. Derby Grammar School, an independent Primary and Secondary School, recognises that 'all children, regardless of their circumstances, are entitled to a full time education which is suitable to their age, ability, aptitude and any special education needs they may have'. (KCSIE, 2016).

## Application process

The usual points of entry are at Reception, Year 3, Year 7 and Year 12. The School may also have places in other year groups and we recommend you contact Admissions for details. We also accept pupils during the academic year. Admissions will send a prospectus, registration form and related information within five working days of an enquiry. Registration forms are also available to download from the School's website.

The completed registration form should be returned to the School with a non-refundable registration fee and a copy of the child's ID if you wish to apply to the School. Fees are updated yearly and are available for review on the website and in the prospectus pack. A Taster Day is offered to all registrants. Senior School Entrance Examinations take place in December each year, with Scholarships and Awards trials taking place on the same day. Junior School assessment dates are in January and early February, depending on the year group of entry. We invite all registered Infant School boys in on a day that best suits the child.

If your child is successful in the examinations or assessments, then an offer of a place is given. We ask that the contract is signed and returned with a deposit. In June of each year, we offer an Induction Day to those pupils who are starting in the new academic year.

## **Special Needs**

Derby Grammar School does not unlawfully discriminate in any way regarding entry. The School welcomes pupils with disabilities and/or special educational needs, providing we can offer them any support that they require and cater for any additional needs and that our site can accommodate them. We strongly advise parents of children with special educational needs or physical or mental disabilities to discuss their child's requirements with the School before registration so that we can make adequate provision for him/her. Parents should 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 child's medical advisers, if appropriate) the adjustments that can reasonably be made for the child if he/she becomes a pupil at the School.

## **Entrance Examination and Assessment**

The aim of the process is to identify potential. We are looking for well-rounded pupils with a genuine interest in education and interests that stretch beyond the curriculum. The School has strong traditions in sport, music, science and community projects. Our co-curricular activities are designed to develop pupils, supporting them as they become successful members of society.

No specific preparation is required to sit the entrance exams and assessments. If, however, you would like to practice before the day, then you can purchase example papers easily online from a number of well-known shops.

Entrance examination dates for the current year are published on our website. Admissions will contact the pupil's current school for a recent report as part of the admissions process.

## **Infant School**

A full day in class, with no formal assessment. Teaching staff will observe your child at play and use their observations, along with the report from their current Nursery or School to aid their decision.

## **Junior School**

A full day in class, with assessments in reading, verbal reasoning, writing and mathematics. Pupils should be working at age related expectations and we are looking for standardised scores of 100 and above.

## **Senior School**

Entrance is by examinations in maths, English comprehension and English writing. All papers are set to the standards of the National Curriculum. Pupils will also have a short interview with a member of the teaching staff.

## **Sixth Form**

Entry to the Sixth Form is subject to a minimum requirement of 5 GCSEs at Grade 5 or above to include maths, science and English. Candidates should have achieved a minimum Grade 6 in the subject to be studied at A Level. In addition, there will be an interview with the Head of Sixth Form before a 'conditional' offer can be made. This will be made unconditional when the results for GCSEs are published and the conditions of offer have been met.

## **Scholarships and Exhibitions**

Derby Grammar School offers scholarships and exhibitions in the Senior School in Years 7, 9 & 10, for excellence in the following areas:

- Academic
- All-Rounder
- Achievement
- Music and Choral
- Creative Arts, including Drama, Design & Technology and Art

- Sport

In addition, we offer a STEM scholarship in the Sixth Form for excellence in any of the following areas:

- DT
- Biology
- Chemistry
- Physics
- Computer Science
- Maths

The purpose of the scholarship is to reward excellence and to celebrate talent in the above areas. In recognition of this achievement, a maximum of 15% reduction in the fees throughout the pupil's time at Derby Grammar School.

### **Academic Scholarship**

An academic scholarship is awarded in Senior School based on the results of the scholarship examinations held in December. For pupils looking to gain entry into the Sixth Form, the scholarship is awarded based on GCSE results.

### **Achievement Scholarship**

The Achievement Scholarship rewards achievement and effort at School. It is not about top marks, rather it is about recognising the effort a child has made to progress beyond expectations.

### **All-Rounder Scholarship**

The All-Rounder scholarship recognises academic talent alongside a significant contribution to school life, for example in sports, drama or other co-curricular activities.

### **Music and Choral**

Music scholarships are awarded to outstanding musicians who play an instrument or sing with exceptional ability. We assess music ability by a performance interview with the Head of Music. Applicants should be prepared to perform a piece of their choice and have an aural test. Music scholars will be expected to contribute to the musical life of school.

Derby Grammar School has close links with Derby Cathedral and its choir. Choral scholarships are offered to pupils who are members of the Choir at Derby Cathedral. Choristers are asked to contact the Master of Music at the Cathedral for details.

### **Sports Scholarship**

Sports scholarships are awarded to outstanding, all-round sportsmen/women who have achieved a high level of competence in one or more sports. Sports Trials are held on the same day as the entrance examination. The Head of Sport will assess sporting ability as well as reviewing a report from the child's current sports coach. Sports scholars will be expected to contribute to the sporting life of school.

### **Creative Arts Scholarship**

We offer a Creative Arts scholarship in drama, DT and art. Applicants are invited to submit examples of work or to audition, depending on the scholarship applied for.

### **STEM Scholarship (Sixth Form)**

Applicants are invited to select a STEM subject and will then sit a short paper on the subject they have applied for. The applicant is expected to study this subject as an A Level.

## **Bursaries**

Derby Grammar School's bursary programme seeks to extend access to Derby Grammar School to pupils who might otherwise not be able to afford the fees. Bursaries are means-tested and both parents are required to provide proof of their income and assets. The level of support varies according to parental need. Bursaries are always offered for 12 months at a time after which a review of the parents current financial circumstances will be reassessed.

The School's normal practice is to allocate its available bursary funding to pupils on entry to the School. The School's expectation is that parents, who do not apply for a bursary at the time their child is being assessed, will not require financial support throughout the time that their child attends the school, except in wholly unforeseen circumstances. Parents who wish to apply for a bursary are asked to contact the Bursar to request an application form or indicate this on the registration form. This will need to be returned by the end of January of the year of entry. Typically, bursaries awarded are between 5% to 60% of school fees.

A bursary may be withdrawn in accordance with the terms upon which such award is made or in accordance with the School's Terms and Conditions.

## **Religious Beliefs**

Derby Grammar School welcomes applications from prospective pupils of all faiths and of no faith. We do not select on entry on the basis of religious beliefs. Derby Grammar School has an Anglican chaplaincy, although it also offers the opportunity for each child to practice their own faiths. Parents should be made aware that all pupils are expected to attend certain religious services and celebrations throughout the academic year.

## **Sibling Policy**

Most siblings join us at Derby Grammar School. However, admission is not automatic and there may be occasions where the School judges that a sibling is likely to thrive better in another academic environment.

## **Automatic Entry into Senior School for current DGS Pupils**

We normally guarantee a place in Senior School for boys in our Primary School. They do not need to sit the entrance examinations, although they will need to sit for a scholarship, if they apply for one.

## **Fluency in English**

In order to cope with the high academic and social demands of Derby Grammar School, pupils must be fluent English speakers and been educated in the English medium before coming to the School.

## **Parental Co-Operation**

Derby Grammar School promotes a safe and friendly environment where teachers can teach and pupils can learn. Pupils have the right to an education, which offers them the best opportunity to attain their potential. Our policies on the School Rules and Code of Conduct can be found on the website. Parents agree to their child adhering to these rules when they enrol their child at Derby Grammar School. We ask that parents support the school by ensuring their children are available to attend such things as sports fixtures or musical/drama events in which they may be chosen to represent the school.

## **Schools Terms and Conditions, Parental Contract and Exclusions**

Copies of the School's Terms and Conditions can be found in the Parental Contract, which is on the School's website. This includes the school's particulars in reference to exclusions. This information will be made available to parents as part of the admissions process as well as being made available upon request.

## **Complaints**

The School hopes that parents and pupils will not have any complaints about the School's admissions process. However, if they do, then they should write to the Registrar initially. We aim to respond to the initial complaint within 24 hours and have a full response to any complaint within 14 days. The School's Complaints Policy is available to download from our website.