Churston Ferrers Grammar School
Learning to create a better world

ADMISSIONS POLICY 2027-28

Policy reviewed by:	Full Governing Body
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ADMISSIONS POLICY 2027-28

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SECTION A - GENERAL PRINCIPLES

1. General Principles and Introduction

1.1. Status of the School

Churston Ferrers Grammar School (the School) is an 11-18 co-educational grammar school with Academy Status. The Governing Body, as the Academy Trust, is the Admission Authority.

1.2. Scope of Policy

This policy sets out the arrangements for admission for the academic year 2027-28 and covers all entry points:

- **Normal Admission Round** (Entry to Year 7)
- **In-Year Admissions** (Entry to Years 7-11)
- **Sixth Form Admissions** (Entry to Year 12/13)

1.3. Churston's commitment to Social Justice

The School is committed to the value of Social Justice. As an academically selective school, our aim is to ensure that academically able children in South Devon, most particularly in the Paignton and Brixham areas, have the opportunity to benefit from a grammar school education.

1.4. Key Admission Information (2027 Entry)

Information	Details for 2027 Entry
School ID	DfE number: 880/4116
School Type	Selective, co-educational from Year 7 to Year 13 (11-18)
Does this school have a religious character?	No
Admission Authority	Churston Ferrers Grammar School Academy Trust
PAN for Year 7 (Normal Entry)	160
PAN for Year 12 (External Candidates)	50
Selection Test Registration Form	Available on the school website. Registration for September 2026 testing opens in January 2026 and closes on 2 September 2026.
Selection Review Request Form	Available on the school website. This form must be completed within 14 days of the child sitting the selection test, if a parent/carer wishes the school to consider extenuating circumstances that may have affected their child's performance in the assessment.
Admission appeal form	Links to the relevant forms (Torbay Council for Year 7 entry in September 2027, the Admissions Panel of the Academy Governing Body for in-year entries and Year 12 entry) for parents who are refused a place and wish to lodge an appeal against the refusal to an independentAdmission Appeal Panel are available on the school website.
Does the School give priority to children living within a defined catchment area?	No
Does the School give priority to children attending a named feeder school?	Yes. See Section 3.7 for the list of 15 named feeder schools.
National Offer Day for Year 7	Monday **1st March 2027**

2. Statutory and General Admission Provisions

2.1. Children with an Education, Health and Care Plan (EHCP)

2.1.1. Eligible children with an EHCP that formally names the School will be admitted under separate statutory procedures and are admitted prior to the allocation of places under the oversubscription criteria. The number of places available for allocation will be reduced accordingly.

2.1.2. Where a statutory assessment names the School for an In-Year place, the student will be admitted, even if it means exceeding the PAN for that year group.

2.2. Admission Outside Normal Age Group

2.2.1. Parents may request that their child be admitted to a year group above or below their normal chronological age group.

2.2.2. The request must be submitted with the application and supported by evidence concerning the child's academic, social, and emotional development (e.g., from a medical practitioner or Headteacher).

2.2.3. The final decision lies with the Governors' Admission Panel, taking into account the child's best interests.

2.2.4. The School, as Admissions Authority, will reply to parents/carers notifying them of the reason for their decision.

2.3. Definition of Child/Candidate's Home Address

2.3.1. The home address used for admission purposes is where the child lives with a parent or legal carer.

2.3.2. Where parents live separately, the address will be determined by either:

- Confirmation of the registered address for **Child Benefit**.
- The address where the child spends the **greater proportion of the school week** (defined as Sunday evening to Thursday evening).

2.4. Waiting Lists

2.4.1. The School operates a waiting list for all year groups (Year 7 to Year 13). The position on the list is determined solely by the oversubscription criteria and rank order of score; the length of time on the list is not a factor.

2.4.2 For Year 7, the Local Authority retains the waiting list until the first day of the Autumn Term. Thereafter, the School retains the list.

2.4.3 Until 31 December 2027, the Year 7 waiting list is determined by the rank order of applicants to Churston Ferrers Grammar School determined by the criteria set out in **3.7.1.** From 1 January 2028, the school will fill vacancies using the In-Year Admission process set out in **Section 4**.

2.4.4. The School's list of families interested in entering their child for an In-Year test resets at the end of each academic year.

2.5. Admission Appeals

2.5.1. Parents have a statutory right of appeal against the refusal of a place in any year group, in the normal admission round or in-year.

2.5.2. Full details of the right of appeal, including the deadline for requesting one and to whom it should be sent, will be set out in the refusal letter sent to parents.

2.5.3. Appeals are heard by an independent Admission Appeal Panel in accordance with the Admission Appeals Code**.**

SECTION B - YEAR 7 ENTRY IN SEPTEMBER 2027

3. The Normal Admission Round (Year 7 Entry)

Admission to Year 7 is based on academic ability, requiring the pupil to have demonstrated suitability for a selective education through external tests.

3.1. Testing and Registration Procedures

3.1.1. Parents must register their child to take the selection tests (GL Assessment papers in English and Maths).

3.1.2. The registration form must be submitted to the School by midday on **2nd September 2026**.

3.1.3. Registering for the test is **not** an application for a school place; an application must be made via the Common Application Form (CAF).

3.2. Common Application Form (CAF)

3.2.1. Parents must apply for a school place using a CAF provided by the Local Authority (LA) where the child resides.

3.2.2. The statutory closing date for the CAF is **31st October 2026**.

3.3. Standardisation of Test Results

3.3.1 Raw scores are standardised to account for the age difference across the cohort before the pass threshold is set.

3.4. Moderation of Test Scores (Selection Review)

3.4.1 Parents may submit a written case to the Admissions Officer within 14 days of the test if they believe exceptional extenuating circumstances affected their child's performance on the selection test.

3.4.2. Following receipt of the request for consideration of extenuating circumstances, the Admissions Officer will request supporting evidence to substantiate the claim.

3.4.3 As soon as possible following the closure of the 14 day extenuating circumstances notification window, the schools using the Torbay Selection Tests will convene a Selection Review Panel.

3.4.4 In common with the other schools using the Torbay Selection Tests, Churston Ferrers Grammar School will be represented on this panel by the Headteacher and the Chair of Governors.

3.4.5. The panel will consider each request for extenuating circumstances to be taken into account anonymously.

3.4.6. The Selection Review Panel may agree to raise the score of the candidate based on the guidance in the latest version of the JCQ Guidance on Special Consideration.

3.5. Outcome of Selection Tests

3.5.1. Parents will be informed on or after 13th October 2026 whether the child met the academic threshold to be eligible for admission (a 'Yes' or 'No' outcome).

3.5.2. Candidates may not re-sit the selection test in the same academic year.

3.6. Selection Thresholds and Guidance

3.6.1. Following the return of the Selection Test results, the School will determine the **Qualifying Score**.

3.6.2. Children achieving a score equal to or greater than the Qualifying Score are deemed **eligible** for a place at Churston Ferrers Grammar School.

3.7. Allocation of Places (Oversubscription Criteria)

3.7.1 The School has 160 places (**PAN**) available for entry in September 2027.

3.7.2. Eligible children with an **Education, Health and Care Plan** (EHCP) that names the School (see 2.1) will be admitted to the school

3.7.3 Eligible applicants will be allocated places using the following criteria in sequential descending order:

Category A (Statutory Priority)

Looked After and Previously Looked After Children who have achieved a qualifying score.

Category B (Highest Qualifying Children)

Eligible children with a qualifying score equal to or higher than the score of the 75th ranked child.

Category C (Social Justice Priority)

Eligible children meeting any of the following criteria (applied sequentially):

a. Children who qualify for **Free School Meals** or **Pupil Premium** or **Service Pupil Premium** at the time of the test.

b. Children of staff employed by the school at the time of the Selection Test (employed on a permanent contract for at least two years and/or recruited to fill a vacant post for which there is a demonstrable skill shortage).

c. Children on the roll of one of the 15 named feeder primary schools (**Priority Admission School Group**) at the time of the Selection Test: Brixham CofE Primary School; Collaton St Mary CofE Primary School; Curledge Street Academy, Paignton; Eden Park Primary School, Brixham; Furzeham Primary School, Brixham; Galmpton Primary School; Hayes Primary School, Paignton; Kings Ash Academy, Paignton; Oldway Primary School, Paignton; Preston Primary School, Torquay; Roselands Primary School, Paignton; Sacred Heart Roman Catholic Primary School, Paignton; St Margaret Clitherow Primary School, Brixham; St Michaels CofE Academy, Paignton; White Rock Primary School, Paignton.

d. Rank order of Selection Test score

Category D (Other Eligible Children)

Eligible children who do not meet any of the criteria listed in Categories A, B or C, ranked by the Selection Test score.

3.8. Tie-Breaker

3.8.1. For **Category D**, or in the event of a tie in the final Category C sub-group, priority is determined by **straight-line distance** between the school and the child's home address. Measurements are taken by a straightline distance using Torbay Council's electronic mapping system (GIS). Measurements will be made from the co-ordinates of the home address as pinpointed on the Council's system, to the co-ordinates of the school as pinpointed on the Council's system. The pinpoint will be within the boundary of the property and its precise location will be determined by Torbay Council.

3.8.2. If the distance is also equal (e.g. shared address), the tie will be broken by the **drawing of lots by a person independent of the school.**

SECTION C - IN-YEAR ADMISSIONS

4. In-Year Admission (Year 7 to 11)

4.1. Application Process

4.1.1. An In-Year Application is one made for Year 7 after the first day of term in September 2027, or for any other year group at any time.

4.1.2. Applications must be made directly to the School.

4.1.3 Where there are no vacancies, the School will notify parents/carers within 15 school days that the application has been unsuccessful, citing the reason that there is no capacity to admit in the relevant year group as the PAN is already met.

4.1.4 Where admissions is refused because there are no vacancies, parents/carers will be notified of their right to appeal the refusal.

4.1.5 Parents/carers will be asked if they want their details to be kept on a list of interested students so that they can be notified if a vacancy arises in the relevant year group.

4.1.6 The School will maintain a list of interested students who will be invited to attend a selection test session in the event of a vacancy arising in the relevant year group. The School does not organise speculative testing.

4.2. Selection and Testing

4.2.1. All children seeking In-Year Admission must provide evidence of their academic ability by sitting the School's selection tests (GL Assessment, online English and Maths papers).

4.2.2. The candidate must achieve an eligible score. The eligible score is determined by the School based on the performance in the same test of three students currently on roll in the year group(s) in which the vacancy has arisen who represent the attainment range within the year group.

4.3. In-Year Oversubscription Criteria

The School will prioritise all applicants with an eligible score using the following criteria:

a. Looked After Children or Previously Looked After Children who are on the eligible list.

b. Children who qualify for Free School Meals or Pupil Premium or Service Pupil Premium at the time of the test.

c. Children of staff (employed on a permanent contract for at least two years and/or recruited to fill a vacant post for which there is a demonstrable skill shortage).

d. All other children on the eligible list will be ranked by score.

4.4. In-Year Tie-Breaks

4.4.1. In the event of a tied ranking for the last available place, proximity to the school (straight line distance) will be used. Measurements are taken by a straightline distance using Torbay Council's electronic mapping system (GIS). Measurements will be made from the co-ordinates of the home address as pinpointed on the Council's system, to the co-ordinates of the school as pinpointed on the Council's system. The pinpoint will be within the boundary of the property and its precise location will be determined by Torbay Council. If the distances are the same, priority will be determined by the drawing of lots by a person independent of the school.

SECTION D - SIXTH FORM ADMISSIONS

5. Sixth Form Admission (Year 12)

5.1. Minimum Academic Entry Criteria (MAEC)

5.1.1 To be considered for entry to the Sixth Form (Year 12), applicants must meet the following general academic criteria:

a. A GCSE Grade 6 in at least 5 subjects in total.

b. A Grade 5 or better in English Language and Maths.

c. Applicants must also meet the individual subject requirements for each course they wish to study (detailed in Appendix A).

5.2. Discretionary Entry

5.2.1 Applicants who do not meet the overall MAEC may be accepted if the Governors feel they have the ability and aptitude for Sixth Form study or based on other good educational reasons (e.g., SEN needs).

5.3. Application and Transfer

5.3.1. External applicants must submit an application form by **15th February 2027** for entry in September 2027.

5.3.2. It is essential that applicants confirm their intention to take up their place on **GCSE results day**.

5.4. Oversubscription (External Candidates for Year 12)

The Planned Admissions Number for external applicants is 50. Where the school is oversubscribed and there are more qualified students than places available, places in Year 12 will be allocated in the following order of priority:

a. Looked After Children or Previously Looked After Children

b. Students who applied by the deadline of 15th February 2027.

c. Students who applied after the deadline, ranked by the earliest date of receipt of application.

d. Final ranking determined by the highest Attainment 8 score.

Appendix A: Sixth Form Subject Academic Entry Requirements (2027 Entry)

Subject	Minimum GCSE Grade Requirement
ART	Art - Grade 6
BIOLOGY	Double Science - Grade 7-7 or 7-7 or Biology - Grade 7, Mathematics - Grade 6
BUSINESS STUDIES	Mathematics - Grade 5 (provided studying Core Maths); otherwise Grade 6, English Language - Grade 5
CHEMISTRY	Double Science - 7-7 or 7-7 or Chemistry - Grade 7, Mathematics - Grade 7
COMPUTER SCIENCE	Computing - Grade 6, Mathematics - Grade 6
DESIGN & TECHNOLOGY	Design & Technology - Grade 6 in any area
DIGITAL PHOTOGRAPHY	No previous course or experience is required
DRAMA	Drama Grade 6, English Language and English Literature - Grade 5 (If Drama has not been studied, then Grade 6 in both English Language and Literature, plus relevant practical experience)
ECONOMICS	English Language - Grade 5, Mathematics - Grade 6
ENGLISH LANGUAGE (Linguistics)	English Language - Grade 6, English Literature - Grade 6
ENGLISH LITERATURE	English Language - Grade 6, English Literature - Grade 6
FURTHER MATHEMATICS (INC AS)	Mathematics - Grade 8

FASHION & TEXTILE DESIGN	Art, Art Textiles or Design Technology - Grade 6
FRENCH	French - Grade 6
GEOGRAPHY	Geography/Humanities - Grade 6, English Language Grade 5
HISTORY	History - Grade 6, English Language and English Literature - Grade 5
MATHEMATICS	Mathematics - Grade 7
MUSIC	Music - Grade 6
PE	PE - Grade 6; OR Double Science - Grade 6; OR Biology Grade 6. Participation in two sports to an appropriate level
RELIGIOUS PHILOSOPHY & STUDIES	English Language - Grade 5
PHYSICS	Double Science - 7-7 or 7-7 or Physics Grade 7, Mathematics - Grade 7
POLITICS	English Language - Grade 5
PSYCHOLOGY	English Language - Grade 5, Either Maths or Biology/Combined Science - Grade 6, with a 5 in the other subject
SOCIOLOGY	English Language - Grade 5
SPANISH	Spanish Grade 6
EPQ	English Language - Grade 5
CORE MATHS	Mathematics - Grade 5

*Note: Subject entry without the minimum grade requirements will be considered on a case-by-case basis

Appendix B: Glossary of terms used

Qualifying Score - Each year, following the completion of the Selection Tests, the school determines its Qualifying Score. Children who have a score equal to or greater than this Qualifying Score will be deemed eligible for a place at Churston Ferrers Grammar School.

Eligible - This means a child who has shown, by means of the externally set Selection Test, the level of academic ability necessary to qualify for a place in an academically-selective school. Children are deemed eligible if they achieve a score equal to or greater than the Qualifying Score in the Selection Test Children who are not eligible cannot be considered for a place at Churston Ferrers Grammar School; being an eligible child does not mean you are guaranteed a place at Churston Ferrers Grammar School.

Planned Admission Number (PAN) - the minimum number of places that Churston Ferrers Grammar School has in Year 7 and in Year 12 in the year of entry (September 2027).

Education, Health and Care Plan (EHCP) - This is for children and young people aged up to 25 who need more support than is available through special educational needs support. An EHCP is a legal document that identifies educational, health and social needs and sets out the additional support to meet those needs.

Looked After and Previously Looked After Children - A 'looked after child' is one 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, in England.

A 'previously looked after child' is one who was looked after in England, but ceased to be so because they were adopted, or became subject to a child arrangements or special guardianship order, as well as a child who appears to the Admission Committee (on behalf of the Trust) to have been in state care outside of England (i.e. in the care of or accommodated by a public authority, religious organisation or any other provider whose sole/main purpose is to benefit society), but ceased to be so as a result of being adopted.

Applications for looked after or previously looked after children may need to be supported by documentary evidence confirming their status, such as a signed letter from their social worker or former social worker confirming their current or previous status, an adoption, child arrangements or special guardianship order.

In the case of children adopted from state care outside England (as defined above), evidence of having been in state care outside England and of being adopted may be required. Ideally, this should be received by the application deadline in the normal admission round. When assessing the evidence provided, the DfE's current guidance will be followed.

Where the Virtual School Head at the child's Local Authority has already verified the child's status and the School is able to confirm this with them, there will be no need for parents to provide the School with

documentary evidence.

Priority Admission School Group - this is a group of 15 Torbay primary schools in proximity to Churston Ferrers Grammar School named as feeder schools. Churston Ferrers Grammar School is committed to social justice and to playing a sustainable part in the future of our community in Torbay. Qualification for the Priority Admission School Group is defined by the state of being on the roll of one of the following primary schools at the time of the 11+ assessment being sat: Brixham CofE Primary School; Collaton St Mary CofE Primary School; Curledge Street Academy, Paignton; Eden Park Primary School, Brixham; Furzeham Primary School, Brixham; Galmpton Primary School; Hayes Primary School, Paignton; Kings Ash Academy, Paignton; Oldway Primary School, Paignton; Preston Primary School, Torquay; Roselands Primary School, Paignton; Sacred Heart Roman Catholic Primary School, Paignton; St Margaret Clitherow Primary School, Brixham; St Michaels CofE Academy, Paignton; White Rock Primary School, Paignton.

Free School Meals - Free school meals are available to children whose parents or carers are in receipt of one or more of the following benefits:

- Universal Credit (provided you have an annual net earned income of no more than £7,400, as assessed by earnings from up to three of your most recent assessment periods)
- Income Support
- Income-based Jobseeker's Allowance
- Income-related Employment and Support Allowance
- Support under Part VI of the Immigration and Asylum Act 1999
- The guarantee element of Pension Credit
- Child Tax Credit (provided you're not also entitled to Working Tax Credit and have an annual gross income of no more than £16,190)
- Working Tax Credit run-on – paid for four weeks after you stop qualifying for Working Tax Credit

Pupil Premium - The pupil premium grant is funding to improve educational outcomes for disadvantaged pupils in state-funded schools in England. Pupil premium funding is allocated to schools based on the number of:

- pupils who are recorded as entitled to free school meals, or have been recorded as entitled to free school meals in the past 6 years (referred to as Ever 6 FSM. Please note, this does not include the universal meals scheme in Reception, Year 1 and Year 2).
- children previously looked after by a local authority or other state care, including children adopted from state care or equivalent from outside England and Wales

Service Pupil Premium - The Department for Education (DfE) introduced the Service Pupil Premium in April 2011 in recognition of the specific challenges children from service families face, and as part of the commitment to delivering the Armed Forces Covenant. Pupils are eligible for SPP if they meet one of the

following criteria:

● one of their parents is serving in the regular armed forces (including pupils with a parent who is on full commitment as part of the full-time reserve service)

● they have been registered as a 'service child' on a school census in the past 6 years

● one of their parents died while serving in the armed forces and the pupil receives a pension under the Armed Forces Compensation Scheme or the War Pensions Scheme

● one of their parents is in the armed forces of another nation and is stationed in England

For children of UK service personnel and other Crown Servants, we will consider the unit address to be the home address for a family posted to the area until a residential address is identified. This would require confirmation in the form of a letter from the relevant government department (for example, the Ministry of Defence, the Foreign and Commonwealth Office or Government Communications Headquarters).

Home address - The child's home address is where the parent or legal carer of the child live together, unless it is proved that the child is resident elsewhere with someone who has legal care and control of the child. The address should be a residential property that is owned, leased or rented by the child's parent(s) or person with legal care and control of the child. To avoid doubt, where a child lives with parents with shared responsibility, each for part of a week or month, the address where the child lives will be determined by: 1) Confirmation of the registered address to which Child Benefit is currently being paid, or, if child benefit is not received then the address from which the child in question is registered with the doctor; 2) If 1) above is not applicable then the parent with whom the child spends the greater proportion of the school week from Sunday evening to Thursday evening.

Straight Line Distance - Measurements are taken by a straight line distance using Torbay Council's electronic mapping system (GIS). Measurements will be made from the co-ordinates of the home address as pinpointed on the Council's system, to the co-ordinates of the school as pinpointed on the Council's system. The pinpoint will be within the boundary of the property and its precise location will be determined by Torbay Council. Where two or more children/candidates reside within a block of flats, they will be deemed to live at an equal distance from the School, with places decided by random allocation in front of someone independent of the School.

LEARNING TO CREATE
A BETTER WORLD

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