

# LORETO GRAMMAR SCHOOL

## ADMISSIONS POLICY – 2027 Entry



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Owner of policy	Headteacher and Governing Body
Approved by	Headteacher and Admissions Governors' committee
Reviewed and prepared by	Admissions Officer
Location of policy	Loreto Grammar School Website

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**LORETO GRAMMAR SCHOOL**  
**ADMISSIONS POLICY – 2027 ENTRY**

Loreto Grammar School is an 11 – 18 Catholic Academy Secondary School for girls situated in the Diocese of Shrewsbury and is under the Loreto Education Trust of the Sisters of the Institute of the Blessed Virgin Mary (Sisters of Loreto). As an Academy, the Governing Body is the Admissions Authority and is responsible for taking decisions on applications for admission. The co-ordination of admissions is undertaken by Trafford Authority on behalf of the school. For the school year commencing September 2027, the Governing Body has set its published admissions number at 150 for each year group, Years 7 – 11.

The Governing Body expects that all students specifically selecting a Catholic education will be fully involved in the ethos and spiritual life of the school, and in achieving the aims set out in its Mission Statement.

**Entry to Year 7:**

Admission to the School will be made by the Governing Body subject to the following set of admissions' categories which will form a priority order where there are more applications for admission than the school has places available. **In each of the identified categories, a requirement of applicants is that they have passed the Governors' Entrance Examination.**

Where a child has an EHC plan which names Loreto Grammar School, and the child has passed the Governors' Entrance Examination, then the school will admit the child and the number of available places will reduce accordingly.

The Admissions categories are:

1. Baptised Roman Catholic 'looked after girls', Baptised Roman Catholic 'previously looked after girls' and International Baptised Roman Catholic 'looked after girls'.
2. Baptised Roman Catholic girls who have sisters\* in the school at the time of admission.
3. Baptised Roman Catholic girls who attend an associated Primary School and live in a nominated Local Pastoral Area.\*\*
4. Other Baptised Roman Catholic girls.
5. Other 'looked after girls', 'previously looked after girls' and 'International previously looked after girls'.
6. Baptised girls of other denominations.
7. Other girls.

**INFORMATION:**

- a. The Governors' Entrance Examination is scheduled for the morning of 18<sup>th</sup> September 2026. It will consist of closed GL tests in English and Verbal Reasoning plus a closed internal test in Mathematics.
- b. All Roman Catholic applicants will be required to produce an original Baptismal Certificate at the time of registration to the Entrance Examination and before 10<sup>th</sup> July 2026. **Eligibility in this category is for those who have been baptised prior to the date of registration to the examination.**
- c. Girls of all other baptised denominations will be required to produce an original Baptismal Certificate at the time of registration to the Entrance Examination and before 10<sup>th</sup> July 2026. **Eligibility in this category is for those who have been baptised prior to the date of registration to the examination.**
- d. **Any Baptismal Certificate submitted, along with all paperwork / requests for Access Arrangements, must be received at school by the closing date for registration to the Entrance Examination.**
- e. If in any category there are more applications than places available, then priority will be given in the following order:
  - Those girls who are eligible for Pupil Premium
  - Those girls who achieved the highest marks in the Entrance Examination.In the event of a tie-break then closest distance from the home address to Loreto will be applied\*.
- f. Results will be sent **on or before 21<sup>st</sup> October 2026.**

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- g. Offers of places are made on 1st March 2027 through your home Local Authority (LA), in accordance with their statutory timetable.
- h. **Appeals Procedure:** If an application for admission has been turned down by the Governing Body, parents have the right to appeal to an Independent Appeals Panel. Please see Appeals information on the School website.
- i. A list of nominated Local Pastoral Areas\*\* and associated primary schools is instanced overleaf.
- j. **Home Address and Shared Residency:** See Definitions - \*as defined by Trafford.
- k. A waiting list will be maintained, in accordance with the published over-subscription criteria, for candidates who have achieved the qualifying score. Parents/carers are requested to register their daughter in July of the said academic year, if they wish their child to remain on the waiting list for the following academic year. The Waiting list will be kept until 31<sup>st</sup> December 2027. Inclusion on Loreto Grammar School's waiting list does not mean that a place will eventually become available.
- l. A successful outcome in the Entrance Examination does not guarantee a place at Loreto Grammar School.
- m. The Governing Body reserve the right to withdraw the offer of a school place where false evidence is received in relation to baptism, sibling connections or place of residence.
- n. **Applications outside the normal age group:** All applications will be considered on an individual basis and determined in the best interests of the child. For such applications, please contact the Admissions Officer who will provide further information of evidence required.

#### **Admissions outside normal age Group:**

Consideration will be given to applications for admission outside the child's normal age group on an individual basis. This will take into account the child's academic, social and emotional development and factors outlined in Section 2.17 of the Schools Admissions Code (2021). Younger applicants may be considered for entry providing they are currently in a class one year ahead of their current cohort and they achieve the qualifying score in the Entrance Examination. Older applicants may be considered for entry providing they are currently in a class one year behind their current cohort and where a Local Authority deferral has been granted.

#### **Late Application:**

Late Applications cannot be considered for the entrance examination in September 2026. If the specified closing date is not met for completion of the registration form, applicants cannot be tested in September 2026. Further testing will not occur until after national allocation date on 1st March 2027. Information regarding late applications for entry to the Loreto Grammar School Entrance Examination is available on the school website.

**In Year admissions for Year 7-11 (applications to transfer from another secondary school)** Information and dates for the In Year Entrance Examinations can be found on the school website. In-Year applications should be made directly to Loreto Grammar School. Applicants must achieve the relevant standard in the examination papers to be considered eligible for a place at Loreto Grammar School. The published oversubscription categories will be applied.

The Admissions categories are:

1. Baptised Roman Catholic 'looked after girls', Baptised Roman Catholic 'previously looked after girls' and International Baptised Roman Catholic 'looked after girls'.
2. Baptised Roman Catholic girls who have sisters\* in the school at the time of admission.
3. Baptised Roman Catholic girls who attended an associated Primary School and live in a nominated Local Pastoral Area.\*\*
4. Other Baptised Roman Catholic girls.
5. Other 'looked after girls', 'previously looked after girls' and 'International previously looked after girls'.
6. Baptised girls of other denominations.
7. Other girls.

#### **INFORMATION:**

- a) The Governors' In Year Entrance Examination schedule is available on the School website. It will consist of closed internal tests English and Mathematics for current Year 7. For Year 8 and 9 there is also a closed

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internal MFL paper. The MFL task should be completed in the language currently being studied. Please see the school website for further information.

- b) All Catholic applicants will be required to produce an original Baptismal Certificate at the time of registration to the In Year Entrance Examination. **Eligibility in this category is for those who have been baptised prior to the date of registration to the examination. If baptism takes place after the date of the In Year Entrance Examination, then the category will be updated at the start of the next academic year.**
- c) Girls of all other baptised denominations will be required to produce an original Baptismal Certificate at the time of registration to the In Year Entrance Examination. **Eligibility in this category is for those who have been baptised prior to the date of registration to the examination. If baptism takes place after the date of the In Year Entrance Examination, then the category will be updated at the start of the next academic year.**
- d) **Any Baptismal Certificate submitted, along with all paperwork / requests for Access Arrangements, must be received at school by the closing date for registration to the Entrance Examination.**
- e) If in any category there are more applications than places available, then priority will be given in the following order:
  - Those girls who are eligible for Pupil Premium
  - Those girls who achieved the highest marks in the Entrance Examination.

In the event of a tie-break then closest distance from the home address to Loreto will be applied\*.

Applicants who have previously participated in the in-year assessment test for a place at Loreto Grammar School, and who have not been assessed suitable for a grammar school education, **must leave a minimum of twelve months** before applying for reassessment.

### **\*\*Nominated Local Pastoral Areas**

#### **1. St. Ambrose Deanery (Diocese of Shrewsbury)**

St. Hugh and St John	West Timperley
St. Vincent de Paul's	Altrincham
All Saints	Ashton-on-Mersey
St. Margaret Ward	Sale
St. Joseph's	Sale
Holy Angels	Hale Barns
Our Lady of Lourdes	Partington
Holy Family	Sale Moor

#### **Associated Primary Schools**

St. Hugh's Catholic Primary School	West Timperley
St. Vincent's Catholic Primary School	Altrincham
All Saints Catholic Primary School	Ashton-on-Mersey
St. Margaret Ward Catholic Primary School	Sale
Our Lady of Lourdes Catholic Primary School	Partington
St. Joseph's Catholic Primary School	Sale
Holy Family Catholic Primary School	Sale

#### **2. Our Lady's Deanery (Diocese of Salford)**

St. Alphonsus	Old Trafford
St. Ann's	Stretford
English Martyrs	Urmston
St. Hugh of Lincoln	Stretford
Our Lady and the English Martyrs'	Davyhulme / Urmston
St. Monica's	Flixton
St. John's and St Teresa's	Firswood / Chorlton

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### **Associated Primary Schools**

St. Alphonsus RC Primary School	Old Trafford
St. Ann's RC Primary School	Stretford
English Martyrs' RC Primary School	Urmston
St. Hugh of Lincoln RC Primary School	Stretford
Our Lady of the Rosary RC Primary School	Davyhulme / Urmston
St. Monica's RC Primary School	Flixton
St. Teresa's RC Primary School	Firswood
St. John's RC Primary School	Chorlton

## **Sixth Form Admissions Policy – 2027 Entry**

In September 2027, Loreto Grammar School will have a capacity for 300 in the Sixth Form allowing us to admit 160 into Year 12 with 20 places available to external students. The entry requirements to the Sixth Form are a minimum of six GCSE subjects at grade 6, with girls achieving at least grade 6 in subjects chosen to study. All students require a grade 5 in English and Mathematics. Both internal and external pupils wishing to enter the sixth form will be expected to have met the same minimum academic entry requirements for the sixth form. No equivalent qualifications will be accepted. In addition to the sixth form's minimum academic entry requirements, students will need to satisfy minimum entrance requirements to the courses for which they are applying. If either internal or external applicants fail to meet the minimum course requirements, they will be given the option of pursuing any alternative courses for which they do meet the minimum academic requirements. Course requirements are published annually in the sixth form prospectus on the school website.

The Governing Body expects that all students specifically selecting a Catholic education will be fully involved in the ethos and spiritual life of the school, and in achieving the aims set out in its Mission Statement.

The criteria for over-subscription will be as for Year 7 and will only apply to external candidates. If in any category there are more applications than places available, then priority will be given to those girls who achieved the highest GCSE grades. In the event of a tie-break then closest distance from home to Loreto will be applied\*.

The Admissions categories are:

1. Baptised Roman Catholic 'looked after girls', Baptised Roman Catholic 'previously looked after girls' and International Baptised Roman Catholic 'looked after girls'.
2. Baptised Roman Catholic girls.
3. Other 'looked after girls' and 'previously looked after girls'.
4. Other girls.

**Entry to the Sixth Form is not subject to co-ordination by the Local Authority.**

**Home Address and Shared Residency:** See Definitions - *\*as defined by Trafford.*

If an application for admission from either internal or external candidates has been turned down by the Governing Body, then an appeal can be made to an Independent Appeals Panel. Parents and students are able to appeal jointly or separately against any decision refusing a young person admission and, where they appeal separately, the appeals must be heard together. This appeal must be sent in writing to the Clerk to the Governors at the school within 20 school working days of refusal. Reasons for the appeal must be given in writing and the decision of the Appeals Panel is binding on the Governors.

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**Definitions - \* as defined by Trafford:**

**Siblings:**

Sibling refers to sister, half-sister, adopted sister, step-sister, or the child of the parent/carer's partner where the child for whom the school place is sought is living in the same family unit at the same address as that sibling.

**Distance from home to school:**

For the home address, the distance will be calculated from the seed point of the property. The seed point of each property is defined by co-ordinates held in Trafford's Local Land and Property Gazetteer (BS7666) which are available, on request, from Trafford's School Admissions Team.

For applications resident outside Trafford, the seed point data will be provided by the Home Authority. In cases where this data is not available, Royal Mail postal address information may be used.

In the case of a child living in a block of flats, co-ordinates will be obtained in the same way.

**Home Address and Shared Residency:**

The criteria used in determining admissions to the school refer, in every instance, to the child's home address. This means the address where the child lives most of the time, not the address of any child-carer, grandparent or other relative.

It is always assumed that the correct factual information will be provided when an application for a school place is submitted. However, proof of the child's residency may be requested so that the application can be considered correctly alongside other applicants.

The documentation required is not prescribed and applicants can submit whatever evidence is available, that is sufficient to demonstrate the claim.

In the case of parents who are separated the application will also be considered from the address where the child lives, even though the child may regularly spend some time at another address.

Where it is claimed that the child's residency is shared equally between two addresses parents may decide which address will be used for the purpose of the application.

Parents/carers must inform the school of any changes to their address or circumstances. An allocated place may be subsequently withdrawn if incorrect or misleading information has been provided, which has led to the offer of a place or has advantaged the applicant in the priority order for oversubscription.