



Sale Grammar School Admissions Policy Admission of Students in the Year Commencing September 2026

Sale Grammar School is an 11-18 selective academy trust school with admission normally taking place at 11 and 16. Sale Grammar School is a successful, high performing and academic school. The number of intended admissions for the year commencing 1st September 2026 will be 190 in Years 7-11 and applications up to 192 in Year 12.

All parents/carers of students seeking entry to Sale Grammar School should consult the school website from April 2025 and must complete the online registration form by the clearly promoted deadline to be included in the entrance tests. Details are available via www.salegrammar.co.uk. All those who attain the qualifying score of 334 or above will be deemed eligible for consideration of a place.

Application Procedure for Admission to Year 7 September 2026

Arrangements for the Sale Grammar School Entrance Test will be available on the school website from April 2025. Sale Grammar School is part of a consortium who share the entrance test for admission to Year 7 in September each year. The entrance tests will consist of verbal, non-verbal and mathematics questions, set and standardised by our service provider. The standardisation will take into account the applicants' date of birth. Applicants' date of birth should be between 1st September 2014 and 31st August 2015. Decisions as to their year of entry to the School will be made on an individual basis.

Admission of Children outside their Normal Age Group

Parents may seek a place for their child outside of their normal age group, for example, if the child is gifted and talented or has experienced problems such as ill health.

Parents requesting admission out of the normal age group must put their request in writing, addressed to the Headteacher at the school, together with any supporting evidence that the parent wishes to be taken into account. The governing body will make decisions on requests for admission outside the normal age group on the basis of the circumstances of each case and in the best interests of the child concerned. This will include taking account of the parent's views; any information provided about the child's academic, social and emotional development; where relevant, their medical history and the views of a medical professional; whether they have previously been educated out of their normal age group; and whether they may naturally have fallen into a lower age group if it were not for being born prematurely. The governing body will also take into account the

views of the Headteacher. When informing a parent of their decision on the year group the child should be admitted to, the governing body will set out clearly the reasons for their decision. Parents have a statutory right to appeal against the refusal of a place at a school for which they have applied. This right does not apply if they are offered a place at the school but it is not in their preferred age group.

Access Arrangements

Access arrangements will be agreed before the Entrance Test. They allow candidates with special educational needs, disabilities or temporary injuries to access the test and show what they can do without changing the demands of the test. The intention behind an access arrangement is to meet the particular needs of an individual applicant without affecting the integrity of the exam. Access arrangements are the principal way in which the School complies with the duty under the Equality Act 2010 to make 'reasonable adjustments'.

The Equality Act 2010 requires the School to make reasonable adjustments where a candidate, who is disabled within the meaning of the Equality Act 2010, would be at a substantial disadvantage in comparison to someone who is not disabled. Whether an adjustment will be considered reasonable will depend on a number of factors which will include, but are not limited to:-

- the needs of the disabled applicant;
- the effectiveness of the adjustment;
- the cost of the adjustment; and
- the likely impact of the adjustment upon the applicant and the other applicants.

The evidence of need required by the School will vary depending on the disability and the access arrangement(s) being applied for. Each case will be considered on its own merit. Information must be forwarded to the School by parents/carers at the time they register their child for the Entrance Test or as soon as possible thereafter.

Access arrangements must not give an applicant an unfair advantage over other applicants. Where a request for 25% extra time is made, therefore, it will only be granted where there is evidence of substantial impairment or exceptional circumstances. In order to evidence such circumstances, parents/carers should provide the School with a Local Authority Education, Health and Care Plan or primary school SEND support information. Information from the primary school should be provided which details the applicant's normal way of working; the primary school may be consulted.

Late Application

If the specified closing date is not met for completion of the registration form, applicants cannot be tested in September 2025. Further testing will not occur until after 1st March 2026. Information regarding late applications for entry in the Sale Grammar School Entrance Test is available from the Admissions Officer at the school.

Oversubscription Criteria

Where the number of eligible applicants who qualify for admission to Sale Grammar School in Years 7 to 11 exceed the number of available places in the relevant year group, places will be allocated in the following priority order.

1. Looked After Children and all previously Looked After Children. A 'looked after child' or a child who was previously looked after but immediately after being looked after became subject to an adoption, child arrangements, or special guardianship order including those who appear [to the admission authority] to have been in state care outside of England and ceased to be in state care as a result of being adopted. 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).
2. Up to 15 applicants who qualify for Pupil Premium. Places will be allocated in the following order.
 - I. Applicants who qualify for Pupil Premium residing in the priority admission area as described in category 3. Where the number of applicants qualifying for admission under this criterion exceeds the number of Pupil Premium places available, priority will be given to those applicants residing closer to the school. The distance from home to school is calculated in a direct straight line from the child's permanent place of residence to the school. For the home address the distance will be calculated using property co-ordinates provided from Trafford's Local Land and Property Gazetteer (BS7666) (Royal Mail Postal Address information may be used in some instances). In the case of a child living in a block of flats, co-ordinates will be obtained in the same way. The co-ordinates that will be used for the School are 379064, 391257.
 - II. Applicants who qualify for Pupil Premium attending a Trafford state funded primary school (see appendix) whose permanent home address lies within the Trafford Local Authority but not within the priority admission area. Places in this category will be allocated by rank score order. Where several applicants qualify for the final Pupil Premium place using ranked scores, priority will be given to the applicant residing closer to the school as measured in a direct straight line from the child's permanent place of residence to the school. For the home address the distance will be calculated using property co-ordinates provided from Trafford's Local Land and Property Gazetteer (BS7666) (Royal Mail Postal Address information may be used in some instances). In the case of a child living in a block of flats, co-ordinates will be obtained in the same way. The co-ordinates that will be used for the School are 379064, 391257.
3. Applicants residing **in the priority admission area as defined by postcode M33, plus Trafford Authority residents within the M23, WA14, and WA15 postcodes**. Where the number of applicants qualifying for admission under this criterion exceeds the number of places available, priority will be given to those applicants residing closer to the school. The distance from home to school is calculated in a direct straight line from the child's permanent place of residence to the school. For the home address the distance will be calculated using property co-ordinates provided from Trafford's Local Land and Property Gazetteer (BS7666) (Royal Mail Postal Address information may be used in some instances). In the case of a child living in a block of flats, co-ordinates will be obtained in the same way. The co-ordinates that will be used for the School are 379064, 391257.
4. Applicants from **outside the priority admission area** will be placed in rank order as determined by their scores in the selection tests. Where several applicants qualify for the final available place using ranked scores, priority will be given to the applicant residing closer to the school as measured in a direct straight line from the child's permanent place of residence to the school. For the home address the distance will be calculated using property coordinates provided from Trafford's Local Land and Property Gazetteer (BS7666) (Royal

Mail Postal Address information may be used in some instances). In the case of a child living in a block of flats, co-ordinates will be obtained in the same way. The co-ordinates that will be used for the School are 379064, 391257.

Random allocation will be used as a tiebreak to determine the final place where the distance between two applicants' homes and the School is the same and the applicants cannot otherwise be separated. A representative of the applicant will be invited to observe the procedure which would be supervised by a person independent of the school.

Home Address

The criteria used refers to the child's home address. This is the address where the child lives most of the time, not a temporary address or the address of a childminder, child-carer or relative.

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.

It is always assumed that the correct factual information will be provided when an application for a school place is submitted. In order to be considered as living in a property within our catchment area, families must prove ownership of that home and provide proof of residency upon request so that the application can be considered correctly alongside other applicants. Where the property has been owned for less than 2 years, families must provide proof of disposal of the previous home i.e. proof that the property has been sold.

In order to be considered as living in a rental property within our catchment area, families must provide a current rental agreement and proof of residency upon request. If the family has moved from an owned property into rented accommodation, proof of disposal of the previously owned property (i.e. proof that the property has been sold) or proof of permanent relocation will be required, upon request. Where the previous property was also a rental property, you will be requested to provide evidence showing termination of the previous rental agreement.

Applicants who move home and reside nearer to the School after receipt of their entrance examination application form, but before 1 March 2026, who have made an on-time application to their Home Authority naming the School as a preference will be considered from the address given on the original application form given to the School until after the first round of offers. Thereafter, the new address will only be considered if and when the following evidence and legal documentation in relation to the change of residency have been supplied to the School.

- ai) a sale or exchange of contracts for sale or a termination of their tenancy in relation to the previous home; and
- aii) the purchase of the new home was completed or there exists a tenancy agreement for the new home; and
- aiii) the Applicant and their parent(s)/carer(s) became resident at the new home;

Applicants who move further away from the School after the date of application will be considered from their new address with immediate effect.

All parents/carers will be notified by their Home Authority of the outcome of their application on National Allocation Day (1 March 2026).

Where an offer is made, proof of date of birth and residency of the applicant and the parent/carer may be requested by the school. Parents/carers of applicants are required to notify the school promptly of any change of address or circumstances especially where these changes will impact upon the applicant's chances of securing a school place in the event of oversubscription. The school may subsequently withdraw the offer of a place if relevant changes of address or circumstances have not been notified promptly to the school or in the event that false, incorrect or misleading information has been provided to school where this has led to a place being offered or has advantaged the applicant in the priority order for oversubscription.

In-Year Waiting Lists

The School will operate an in-year waiting list for Year 7 admission in September, following the completion of the allocation and appeals process. The school operates in-year waiting lists for each school year group.

Applicants for in year admission to Years 7 to 12 may join the in-year waiting list if a place is not available within the year group, providing they have qualified through the school's entrance test or have met the criteria to be considered for admission to the Sixth Form. Each added child will require the list to be ranked again in line with the published oversubscription criteria. Priority must not be given to students based on the date their application was received or their name was added to the list. Should a place become available, the oversubscription criteria will be applied to those on the in-year waiting list.

Each in-year waiting list will be held for the duration of one academic year and parents/carers will be contacted by the school at the end of the academic year to confirm whether or not the place on this in-year waiting list should be retained the following academic year.

In Year Admission for Year 7-11 (applications to transfer from another secondary school)

All in year applications should be made direct to Trafford Local Authority School Admissions.

Applicants can register for a place that may become available during the academic year 2025/2026 by contacting Trafford Local Authority School Admissions who will then notify the school Admissions Department of this in-year registration. Applicants will be told in writing by the school whether or not a place is available. Applicants will then be placed on an in-year register and informed that this will be held only until the point of the next in-year admission assessment.

In-year admission assessments can be held at points within the academic year when places become available. When these take place applicants held on the in-year register will be invited to attend an in-year assessment and qualified candidates will be ranked in accordance with the school's admission criteria and then held on the in-year waiting list. Students failing to qualify will be removed from the in-year register and will not be permitted to sit another in-year assessment until the following academic year.

Applicants who have not previously qualified will be assessed for their suitability for a place at Sale Grammar School using the Sale Grammar School Assessment Test. The assessment of applicants in Years 7 to 9 will consist of verbal, non-verbal and mathematics questions. The scores will be standardised taking into account the applicant's date of birth. In-year assessment above Year 9, irrespective of whether the applicant has previously qualified, will be required to be assessed using an internally set and age-appropriate examination consisting of verbal, non-verbal, mathematics and scientific questions.

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

All applicants should note a successful outcome does not guarantee a place at the school. An in-year waiting list will be maintained, in accordance with the published over-subscription criteria, for candidates who have achieved the qualifying score. As stated, parents/carers are requested to re-register at the end of each academic year to indicate if they wish their child to remain on the in-year waiting list for the following academic year.

In Year Admission of Children Outside their Normal Age Group

Parents may seek a place for their child outside of their normal age group, for example, if the child is gifted and talented or has experienced problems such as ill health.

Parents requesting admission out of the normal age group must put their request in writing, addressed to the Headteacher at the school, together with any supporting evidence that the parent wishes to be taken into account. The governing body will make decisions on requests for admission outside the normal age group on the basis of the circumstances of each case and in the best interests of the child concerned. This will include taking account of the parent's views; any information provided about the child's academic, social and emotional development; where relevant, their medical history and the views of a medical professional; whether they have previously been educated out of their normal age group; and whether they may naturally have fallen into a lower age group if it were not for being born prematurely. The governing body will also take into account the views of the Headteacher. When informing a parent of their decision on the year group the child should be admitted to, the governing body will set out clearly the reasons for their decision. Parents have a statutory right to appeal against the refusal of a place at a school for which they have applied. This right does not apply if they are offered a place at the school but it is not in their preferred age group.

Admission to the Sixth Form

Admission to the Sixth Form includes Sale Grammar School Year 11 students who fulfil the criteria below and students new to the school. The Sixth Form admission to Year 12 will be such that the total number of Year 12 students does not exceed 192. The school does not enrol students at the beginning of Year 13. All Sale Grammar School students who fulfil the criteria are offered places. Consideration will be given to students with extenuating circumstances. Applicants' date of birth must be between 1st September 2009 and 31st August 2010.

Parents requesting admission out of the normal age group must put their request in writing, addressed to the Headteacher at the school, together with any supporting evidence that the parent wishes to be taken into account. The governing body will make decisions on requests for admission outside the normal age group on the basis of the circumstances of each case and in the best interests of the child concerned. This will include taking account of the parent's views; any information provided about the child's academic, social and emotional development; where relevant, their medical history and the views of a medical professional; whether they have previously been educated out of their normal age group; and whether they may naturally have fallen into a lower age group if it were not for being born prematurely. The governing body will also take into account the views of the Headteacher. When informing a parent of their decision on the year group the child should be admitted to, the governing body will set out clearly the reasons for their decision. Parents have a statutory right to appeal against the refusal of a place at a school for which they have applied.

This right does not apply if they are offered a place at the school but it is not in their preferred age group.

Students qualifying for entry into Year 12 must within the previous two years:

- Achieve a minimum Attainment 8 score of 60 **And**
- At least a grade 6 in the subjects chosen to study and a grade 6 in GCSE English Language and Mathematics

Oversubscription Criteria

Where eligible applications from new applicants exceed the number of places available, places will be allocated according to the following priority order:-

1. Looked After Children and all previously Looked After Children. A 'looked after child' or a child who was previously looked after but immediately after being looked after became subject to an adoption, child arrangements, or special guardianship order including those who appear [to the admission authority] to have been in state care outside of England and ceased to be in state care as a result of being adopted. 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).
2. All new applicants who fulfil the entry requirements.

In the event that there are more applicants in this category than places available **the selection process will give priority to students with the highest Attainment 8 score.**

If any applicant has the same Attainment 8 score as another applicant for the final place in Categories 1 or 2, the applicant living nearest to the school as measured in a direct straight line from their permanent place of residence to the school, will be offered the place. The distance from home to school is calculated in a direct straight line from the child's permanent place of residence to the school. For the home address the distance will be calculated using property co-ordinates provided from Trafford's Local Land and Property Gazetteer (BS7666) (Royal Mail Postal Address information may be used in some instances). In the case of a child living in a block of flats, co-ordinates will be obtained in the same way. The co-ordinates that will be used for the School are 379064, 391257.

Proof of residence will be as that outlined in the 'Home address' section above. The School may subsequently withdraw a place if false, 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. Parents/carers must inform the school of any changes to their address or circumstances, as outlined above.

Application Process

December/January Information available

October Post-16 Information Evening

February	Deadline for application published annually in the Sixth Form Prospectus available from www.salegrammar.co.uk An acknowledgement of the registration will be received within 10 working days of its submission. From this point all external students will be asked to provide proof of identify and address in order to take their application further.
March/April	Students will be informed as to whether or not they have been offered a provisional place. Notification of place availability in January will not constitute an unconditional offer of a place. Offers will be subject to GCSE results in the summer meeting the entry requirements and application of oversubscription criteria.
Mid-August	At enrolment, applicants will be required to produce evidence of their GCSE results.

In the case of insufficient demand from applicants, the school may decide not to deliver a subject. If this should happen, students will be informed and they will be given the opportunity to choose an alternative subject. In the case of a course being full, an alternative course will be offered.

Sixth Form Late Applications

Applications received after the closing date will be considered. Students making late applications should understand that their application will only be considered after all other applications which have met the deadline. Late applicants should be aware that:-

- no place may be available and they will be placed on a waiting list
- the Option Blocks may have been amended
- certain subject sets may be fully subscribed

Under normal circumstances, no late application will be accepted after Friday 31st August 2026.

Right of Appeal

Any applicant refused admission has a right of appeal to an Independent Appeals Panel against the decision of the Admission Authority (School Board of Governors) under the terms of the Education Act 1998. The Admission Authority (School Board of Governors) will establish arrangements for appeals against non-admission.

Appeals within the normal admission round will be heard within 40 school days of the deadline for lodging appeals. An appeals timetable will be published on the school website by 28th February each year.

In Year admission appeals will be heard within 30 school days of the appeal being lodged.

The Appeals Panel will be strictly independent of the school. The decision of the Appeals Panel will be final and binding on all parties.

Appellants considering making a complaint regarding administration of an appeal should contact: ESFA Complaints, Chief Executive's Office, 53-55 Butts Road, Earlsdon Park, Coventry CV1 3BH
Any person or body who considers that the arrangements are unlawful, or not in compliance with the School Admissions Code or relevant law relating to admissions, can make an objection to the Schools Adjudicator.

Website: www.gov.uk/government/organisations/office-of-the-schools-adjudicator
E-mail: osa.team@osa.gsi.gov.uk
Tel: 01325 340402

Office of the Schools Adjudicator, Bishopsgate House, Feethams, Darlington DL1 5QE

Appendix

List of Trafford Primary Schools

Please note that this list was provided by Trafford Local Authority who deemed it to be accurate as of October 1st 2024. It will be reviewed on an annual basis.

School
Acre Hall Primary School
All Saints' Catholic Primary School
Altrincham C.E. Primary School
Barton Clough Primary School
Bollin Primary School
Bowdon C.E. Primary School
Broadheath Primary School
Brooklands Primary School
Broomwood Primary School
Cloverlea Primary School
Davyhulme Primary School
Elmridge Primary School
English Martyrs' R.C. Primary School
Firs Primary School
Flixton Primary School
Forest Gate Academy
Gorse Hill Primary School
Heyes Lane Primary School
Highfield Primary School
Holy Family Catholic Primary School
King's Road Primary School
Kingsway Primary School
Lime Tree Primary Academy
Moorlands Junior School
Moss Park Primary School
Navigation Primary School

Old Trafford Community Academy
Oldfield Brow Primary School
Our Lady of Lourdes Catholic Primary School
Our Lady of the Rosary R.C. Primary School
Park Road Academy Primary School
Park Road Sale Primary School
Partington Central Academy
Seymour Park Community Primary School
Springfield Primary School
St. Alphonsus R.C. Primary School
St. Anne's C.E. Primary School
St. Ann's R.C. Primary School
St. Hilda's C.E. Primary School
St. Hugh of Lincoln R.C. Primary School
St. Hugh's Catholic Primary School
St. Joseph's Catholic Primary School
St. Margaret Ward Catholic Primary School
St. Mary's C.E. Primary School (Davyhulme)
St. Mary's C.E. Primary School (Sale)
St. Matthew's C.E. Primary School
St. Michael's C.E. Primary School
St. Monica's R.C. Primary School
St. Teresa's R.C. Primary School
St. Vincent's Catholic Primary School
Stamford Park Primary School
Templemoor Infant and Nursery School
Tyntesfield Primary School
Urmston Primary School
Victoria Park Infant School
Victoria Park Junior School
Well Green Primary School
Wellfield Infant and Nursery School
Wellfield Junior School
Willows Primary School
Woodheys Primary School

Woodhouse Primary School

Worthington Primary School
