Admissions Policy
This policy applies to admissions from September 2027

The Folkestone School for Girls is an 11-18 selective girls' grammar school and the only selective school for girls in the district of Folkestone and Hythe. The main principle of admission to The Folkestone School for Girls is to maintain the character of a selective, single sex school. We promote excellence and expect girls to exhibit a strong work ethic and commitment to academic study.

Policy for Admission of Students

Only students who attain the required standard in the prescribed arrangements for selection by reference to ability and aptitude will be eligible to be considered for admission to the school. Requests for admission to Year 7 outside of the normal age group, should be made to the Principal, as early as possible, to allow the school and admissions authority sufficient time to decide before the closing date.

Where a parent is requesting for their daughter to apply a year early, they should contact the school at the start of the application process related to the year they wish their daughter to start.

Where a parent is requesting for their daughter to apply a year later than expected, they should make their request at the start of the application process associated with their daughter's date of birth. Parents are required to complete an application for the normal point of entry at the same time in case their request is declined. This application can be cancelled if the school agrees to accept a deferred application for entry into Year 7 the following year.

Parents are not expected to provide evidence to support their request to defer their application, however where provided it must be specific to the girl in question. This might include medical or educational psychologist reports. There is no legal requirement for this medical or educational evidence to be secured from an appropriate professional, however, failure to provide this may impede the school's ability to agree to deferral or early admission to their secondary phase of education.

The school will consider the year group the girl has been taught in leading up to transition. Deferred applications must be made via a paper SCAF (School Common Application Form) to the Local Authority, with written confirmation from the school attached. Early or deferred applications will be processed in the same way as all applications for the cohort in the following admissions round and offers will be made in accordance with the school's oversubscription criteria. Further advice is available at: www.kent.gov.uk /schooladmissions

Eligibility for consideration

These arrangements require that, in order to be eligible for consideration for admission to the school at age 11, would-be students must either:

(a) attain satisfactory scoring across tests taken at The Folkestone School for Girls in September each year. These will test students' verbal, non-verbal and Mathematical competency and will require similar skills to those needed for Key Stage 2 English and Mathematics. The minimum scoring for entry will be that which will reasonably predict that at the end of Year 11 the candidate will attain sufficient qualifications

to embark on Sixth Form studies at the school, given the curriculum through the school with its particular spread of subjects, time allocation to them and style of delivery. It is anticipated that this level will correspond approximately with that which would be attained or exceeded by 25% of girls locally. Arrangements to take the tests will be advertised by the Board of Trustees on the school's website. There will be provision for girls unable to sit the test on the prescribed date due to illness, religious reasons or for out of area children where there is a clash with the Kent Test. Application to take the test should be made on the school's application form, which is available on the school's website.

or (b) be selected for grammar school education by the Kent Age 11 assessment administered through the Local Authority coordinated scheme.

Numbers

Girls with a statement of special educational need/education (SSEN) or an education health care plan (EHCP), who meet the entry requirements, will be admitted. As a result, the published admission number (PAN) will be reduced accordingly. The PAN for the year commencing September 2027 is 180 at age 11.

Appeals

If you are not offered a place at our school, you have the right to appeal to an independent panel. For places in Year 7, details of the appeals process will normally be sent out by the LA with the offer letters. Please ensure that appeals are headed with the school's name and address and are returned to the Clerk to the Independent Appeals Panel, c/o The Folkestone School for Girls, Coolinge Lane, Folkestone, Kent, CT20 3RB. The closing date on the appeal application form must be adhered to. If you are in any doubt about the appeals process, please contact the school for further information.

Over-Subscription

Where successful applications exceed the number of places available, the following criteria will be applied, in the order as written. In such circumstances, no guarantee of a place can be made:

i. **Children in Local Authority Care** - a 'looked after child' or a child who was previously looked after but immediately after being looked after, became subject to an adoption, child arrangement, or special guardianship order.

   A previously looked after child means such children who were adopted (or subject to child arrangements orders or special guardianship orders) immediately following having been looked after and those children 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 child is regarded as having been in state care outside of England if they were in the care of or were accommodated by a public authority, a religious organisation, or any other provider of care whose sole or main purpose is to benefit society.

ii. **Girls in receipt of Pupil Premium who reside in the District of Folkestone and Hythe (formerly known as Shepway)** - please see Appendix 2 for the map. A child is eligible for Pupil Premium where they have been registered for targeted free school meals (FSM), at any point in the last 6 years, it does not include "expanded FSM". This does not include children who have only been eligible to receive Universal Infant Free School Meals. Pupil Premium is also afforded to Children in Local Authority Care or Previously in Local Authority Care; however, these children will be prioritised in the relevant criteria above. *Parents wishing to apply under this criterion must ensure they complete the Supplementary Form for Pupil Premium Information (Appendix 1) and return it to the school by 31st October in the year of application. Parents must also complete an application (via online or paper Secondary Common Application Form) naming the school, otherwise their child cannot be considered for a place.*

iii. **Girls who reside in the District of Folkestone & Hythe (formerly known as Shepway)** - please see Appendix 2 for the map - in the event of the number of successful students in Folkestone & Hythe exceeding the number of places available, the nearness of a child's home to school will apply. In order to assess the nearness of a child's homes to school - we use the distance between the child's permanent home address (defined in KCC's annual admissions prospectus) and the school, measured in a straight line using the National Land and Property Gazetteer (NLPG) address point.

Distances are measured from a point defined as within the child's home to a point defined as within the school as specified by NLPG. The same address point on the school site is used for everybody. When we apply the distance criterion for the school, these straight-line measurements are used to determine how close each applicant's address is to the school. Where applications are made from properties or abodes that are not registered to the NLPG, including new build properties, KCC may be required to use planning sites or other relevant coordinates. In exceptional circumstances where alternative coordinates are not available, measurements will be determined by a Senior Admissions Officer and confirmed by the Head of Service.

iv. **Other girls who satisfy the selection requirements, with those living nearest to the school being given higher priority.** In the unlikely event that two or more children in all other ways have equal eligibility for the last available place at the school, the names will be issued a number and drawn randomly to decide which child should be given the place. This process will be independently supervised.

Waiting Lists

In line with the re-allocation process, as determined by the coordinated admissions scheme, eligible students who have requested a place will be assigned to a waiting list. The waiting list will be re-ranked in line with the published oversubscription criteria every time a child is added.

Late Entrants

Subject to the availability of places, girls may be admitted to the school if they achieve a selective standard in the school's admission assessments in English, Mathematics and Non-verbal reasoning. The in-year testing comprises Cognitive Ability Tests that are taken to ensure students are in line with the top 25% in the national ability profile. Those wishing to be tested for late entry should contact the Admissions Manager. The school will then contact the parent/carer to arrange a mutually convenient date for testing. No provision will be made for any girl who repeats an academic year, apart from in exceptional circumstances.

Out of Year

Application for entry should be in line with the child's normal age group. No provision will be made for any student to repeat an academic year, except in exceptional circumstances.

Admissions to the Sixth Form

We offer a range of academic & vocational subjects to our sixth form students and all have entrance requirements - see the sixth form prospectus for full details.

The school participates in the Kent Online Application Scheme; applicants may submit an online application that can be accessed from the website: www.kentchoices4u.com. We also use our own paper application form.

Admission Number Year 12

The admission number for external candidates will be 25, but this figure may be exceeded in the event that this and the number of internal students transferring into Year 12 is less than the overall figure for the year group, which is 180.

Details of application deadlines can be found in the sixth form prospectus and the online area prospectus. Applicants should comply with the deadline date to enable us to plan courses effectively.

Academic Requirements/Recommendations

For entry onto our AS, A2 and Btec courses we require:

- A minimum of 6 separately identifiable GCSE subjects at grade 5.5 or above and at least a grade 5 in English Language or English Literature and a grade 4 in Mathematics.
- A grade 6 or above in the chosen course of study or a related subject as specified in the sixth form prospectus.
- To study Mathematics **or** a Science subject, a 7+ grade at GCSE is **strongly recommended** in said subject.
- To study 2 or more Sciences or Mathematics **and** Science, 2 Grade 7's **are required** in these subjects.

Over-subscription

Following the admission of internal students transferring from Year 11, all remaining places will be allocated to students who have met the entry requirements for the particular course of study. Where there are more students seeking places than places available, the following over subscription criteria will be applied in the order set out below to rank students until the overall figure for the year group is reached:

i. **Children in Local Authority Care** - as defined in the whole school admission policy.
ii. **Distance from home to school** - as defined in the whole school admission policy**.**

Any applicant refused a place in the Sixth Form is entitled to make an appeal to an independent appeal panel, whether the student is already attending the school or is an external candidate. Appeals may be lodged by the parent, by the student or both.

Appeals

Parents have a statutory right of appeal, should an application for a place be refused, by writing to The Clerk to the Board of Trustees, c/o the school.

Applicants from Overseas

It should be noted that any student who applies for entry to the sixth Form with qualifications other than those recognised in the UK would be required to demonstrate that she has achieved the required standard for entry. This may involve tests in a range of subjects.

General

After a place has been offered, the school reserves the right to withdraw the place in the following circumstances:

- when a parent has failed to respond to an offer within a reasonable time.
- when a parent has failed to notify the school of important changes to the application information.
- if the admission authority offered the place on the basis of a fraudulent or intentionally misleading application from a parent.

Appendix 1

THE FOLKESTONE SCHOOL FOR GIRLS
SUPPLEMENTARY FORM FOR PUPIL PREMIUM INFORMATION

Eligibility:
A child is eligible for Pupil Premium where they have been registered for Free School Meals(FSM) at any point in the last 6 years. This does not include those who have only been eligible to receive Universal Infant Free School Meals. Pupil Premium is also afforded to children in Local Authority Care or previously in Local Authority Care, however these childrenwill be prioritised in the relevant criteria.
Evidence Required:
Please see https://www.gov.uk/apply-free-school-meals *for details of eligibility criteria and what evidence is required.*

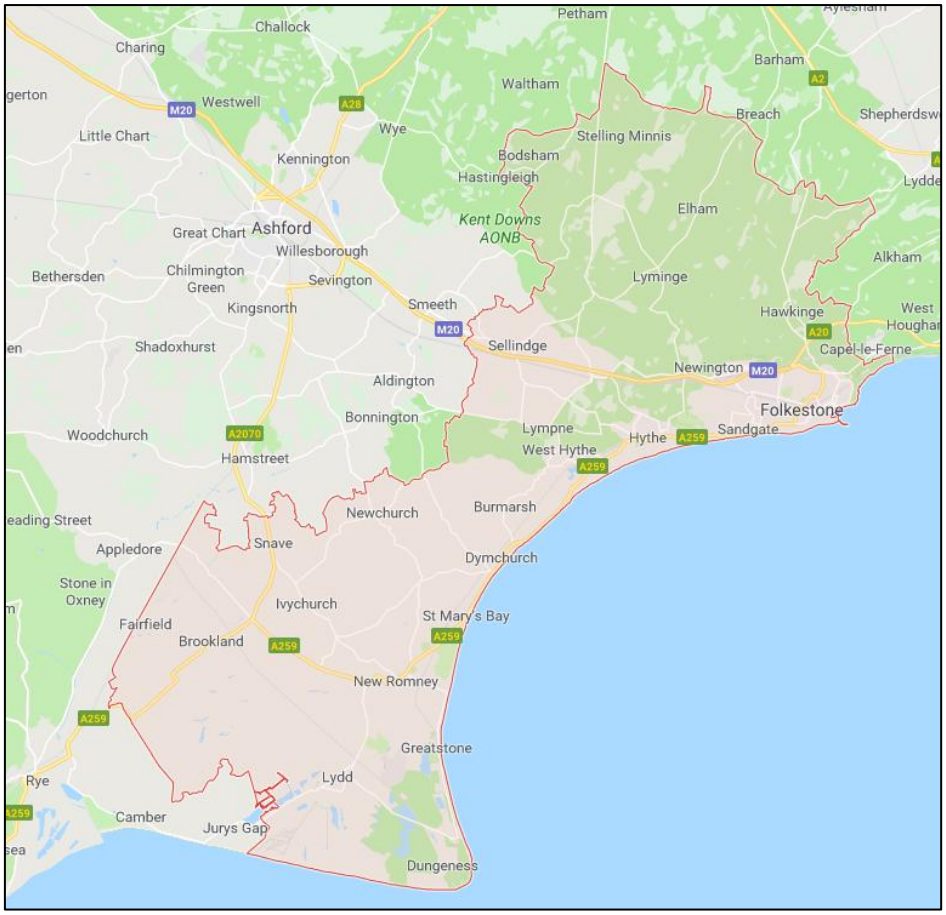
CHILD'S DETAILS		
FORENAME:	**SURNAME:**	**DATE OF BIRTH:**
ADDRESS:		**POSTCODE:**

PARENT/CARER DETAILS:			
TITLE:	**FORENAME:**	**SURNAME:**	**RELATIONSHIP TO CHILD**
TELPHONE NUMBER 1:		**TELEPHONE NUMBER 2:**	
EMAIL ADDRESS:			

DECLARATION: I confirm the information supplied is true and accurate and I consent to eligibility checksbeing made.		
SIGNED:	**PRINT NAME:**	**DATE:**

Please complete and return this form, along with evidence of eligibility, by 31st October to our Admissions Officer email: npetrie@folkestonegirls.kent.sch.uk

Parents must also complete a Secondary Common Application Form either online via www.kent.gov.uk/ola or by paper SCAF and return to Kent County Council.

Appendix 2

Folkestone and Hythe District (formerly known as Shepway)