

# OLDHAM HULME GRAMMAR SCHOOL

## ADMISSIONS POLICY

*This policy is applicable from EYFS through to year 13*

Oldham Hulme Grammar school has undergone several transformations since it was originally founded in 1611. Proud to be ethnically and socially diverse, we are a ‘diamond model’ school where the nursery, infants, juniors and sixth form are fully co-educational, whilst Years 7-11 are mostly taught in single sex classes, yet able to mix socially outside of the classroom.

### **Our aim is:**

Academic excellence is only part of our story... A Hulme education is about far more than this; we aim to ensure our children leave as confident and socially adept young people who have enjoyed a broad range of experiences.

We aim to provide a modern education with traditional values for our pupils in an environment which fosters a family atmosphere. We nurture the potential of our pupils by tailoring the education to individual needs.

Our approach to education is holistic and we encourage all our students to fulfil their potential both academically and through the wide range of extra-curricular opportunities that we offer. Hulme helps to mould students who are well-rounded, confident and successful.

Deciding on the right school for your child is one of the most important decisions you will make, and we believe a personal visit to the school is invaluable. We hold a number of open events, which give a general introduction to the school. We are also happy to arrange personal visits for prospective pupils and their parents at other times. To arrange a visit please contact our admissions officer.

### **Equal opportunities**

Our aim is to encourage applications from candidates from a diverse range of backgrounds. This enriches our community and is vital in preparing our pupils for today’s world. Bursaries are offered in the senior school which help us achieve this aim. Oldham Hulme Grammar School is committed to equal treatment of all, regardless of a candidate’s gender, race, ethnicity, religion, sexual orientation or social background.

Pupils with special educational needs or disabilities will be given equal opportunity to be admitted to the school. Admission requires success in the entrance examination for year 7 or in assessment appropriate to the age of the child. Parents of children with special educational needs or disabilities should contact the Head of Learning Support before their child sits the entrance exam to discuss the level of support needed and what reasonable provision and support the school can make. Parents should provide the school with any relevant information such as medical, Educational Psychologist or diagnostic assessment reports.

### **Financial Assistance**

A limited amount of financial assistance is available for pupils entering year 7 and year 12. Bursaries are means tested and are awarded on the basis of parental need and ability of the applicant. The Governors also offer a scholarship scheme for entry into the sixth form. The threshold for the award of such a scheme is achieving grades 7-9 at GCSE (not GCSE equivalents). If this threshold is achieved pupils will receive a fee remission of £400 per Grade 9, £300 per grade 8 and £200 per grade 7 achieved.

In 2016 Governors introduced a limited number of scholarship awards in Year 7. These will be awarded on the basis of the highest performing applicants on the entrance examination. The Governors reserve the right to vary the number and size of these awards.

There is no financial assistance for pupils in the nursery, infant and junior schools.

### **The Entry procedure**

Oldham Hulme Grammar School is an academically selective school. Selection is based upon academic merit which is assessed through an entrance examination, an interview and references from the candidate's previous school,

where applicable. Our selection process is designed to identify pupils who will benefit from our balanced and well rounded education and to make a positive contribution to the life of the school.

We are looking for well-rounded pupils with a genuine interest in education in the broadest sense of the word, with interests which stretch beyond the confines of the academic curriculum. The school has strong traditions in sport, music, drama, art and community action and charitable activities. We offer many extra-curricular activities all of which are important in developing a well-balanced, confident individual.

The usual points of entry are at rising 3 to our nursery, age 4+ into our reception class, or from year 3 and year 7 (11+), and year 12 into our sixth form. We may also have places at other ages; please contact the admissions officer for details of current vacancies. Applications for admissions will be dealt with in the order in which they are received.

### **The Assessment Procedure**

The aim of the process is to identify potential. No specific preparation for the entrance tests is needed, all candidates start on equal footing with identical opportunities to display their academic potential.

### **Admissions to the Nursery, Infant and Junior School (Nursery through to Year 2)**

Children can be admitted to Nursery at the beginning of the academic year in which they turn **3**. In other year groups, children are admitted after an assessment appropriate to their age. Parents are welcome to contact the school at any point in the school year to make enquiries about assessment for admission.

We encourage parents and prospective pupils to visit our school and take advantage of a personal tour. Children are then invited to spend some time at the school with their prospective classmates; an hour or so for Nursery and Reception pupils and a full day for KS1 and KS2 pupils. During their time spent with us, class teachers will assess the abilities of the children. A report from the current school is also taken into account when offering places.

Assessment into our nursery is carried out by Nursery staff. This is informal and parents stay with their children during the assessment. Nursery staff will consider the following points when they carry out their assessment: a child's social interactions, level of vocabulary and understanding, and their ability to listen to and follow instructions. Nursery staff will also look at a child's level of development in relation to their knowledge of, for example: colours, shapes, numbers and / or sounds as appropriate to the age of the child.

Assessment and decisions around progression into our Reception class are carried out and made by either the Head of the Nursery and Infants department, or a Reception class teacher. We encourage children to separate from their parent or carer to take part in the games that they are asked to complete. A child's social interactions, level of vocabulary and understanding, and their ability to listen to and follow instructions will be considered. The staff member completing the assessment will also look at a child's level of development in relation to their knowledge of: shapes, numbers (including counting and basic adding and taking away) sounds and fine motor control (including holding a pencil to write their name).

### **Admissions to the Junior School (Year 3 through to Year 6)**

Parents are welcome to contact school at any point within the school year to make enquiries about assessments for their son/daughter for admission to Years 3-6. We also encourage parents to visit our school and personal tours can be easily arranged by contacting [admissions@ohgs.co.uk](mailto:admissions@ohgs.co.uk).

Children are invited to spend a day in school with their prospective classes. The children will experience a 'normal' school day with their future class and they will do two online assessments on a chromebook, one maths assessment and one English assessment. Children typically really enjoy doing the assessments, they do not take very long, we encourage the children to think of them as a quick quiz of their maths and English skills. The assessments test the National Curriculum aims and objectives.

The maths test will assess the key content aspects of mathematics: number, measurement, geometry, statistics and algebra appropriate to the age of the pupils, together with the key process skills, fluency, mathematical reasoning and problem solving. The assessment includes a timed mental arithmetic test.

The English assessment will test children's attainment in spelling, grammar and punctuation with a test of reading comprehension based on a narrative text and linked non-narrative text.

These assessments give us a Standard Age Score (SAS) and provide us with an attainment profile which enables us to see particular strengths or development needs, which then enables us to make a judgement as to whether Hulme is an appropriate school for the child assessed.

It helps if children are familiar with using a touchpad mouse on a computer, as some questions require children to 'drag and drop' answers; if children have difficulties with this though, we will help them. We will take it into account if IT skills cause children any issues when attempting the assessments.

### **Admissions to Senior School**

All pupils, including those from our junior school, must take the entrance examination in January in the year of entry. The examination consists of papers in English, Mathematics and verbal reasoning; specimen papers in Mathematics and English (*but not in verbal reasoning*) are available from the school offices and on the school's website.

Application forms and further details are available from the school offices.

The entrance examination takes place on a morning of a weekday in January; in addition candidates are encouraged to stay for lunch and an afternoon of activities (the latter does not form part of the entrance examination). Interviews usually take place in February. In selecting pupils for admission, the school takes account of their current school's report and any special circumstances, for example, recent changes in school or health. The school also takes into account whether or not the pupil attends Oldham Hulme Grammar School Juniors, or if there are older siblings in school.

Offers of places are made on the basis of a candidate's performance in the entrance examination, interview (including Junior school) and report from the current junior school.

Vacancies sometimes occur during the year in years 7 to 10. Candidates for those vacancies are tested in English, Mathematics and verbal reasoning.

### **Admissions to the Sixth Form (Year 12)**

New students are welcomed into the coeducational Sixth Form, for which the minimum requirement for automatic entry is five GCSE subjects at grade 5, including a 5 in English Language and Mathematics.

Every external applicant for the Sixth Form will be interviewed.

A report/reference from the applicant's current school is also taken into account, when offering places in the sixth form. A separate sixth form prospectus is produced in the autumn term giving full details of the subjects on offer and the admissions procedure.

### **Overseas students**

For overseas students the school will satisfy itself that the students' competence in English will allow them to access the curriculum. See overseas student admissions policy (appendix 1) for further information.

### **Siblings policy**

Most siblings join us at Oldham Hulme Grammar School however, admission is not automatic, and there may be occasions where we judge that a sibling is likely to thrive in a different academic environment.

### **Waiting list**

Where no places are available in a specific year group it may be necessary to employ a waiting list. Parents will be contacted when a place becomes available in order of when their initial application was received.

For children who have been successful in the assessment, places in our nursery and reception years will be prioritised on the following basis:

1. siblings of children already in the school
2. those seeking full time places

**Admissions Policy Reviewed: March 2023**

**Next Review Due: March 2025**

## Appendix 1

# OLDHAM HULME GRAMMAR SCHOOL

## OVERSEAS STUDENT ADMISSIONS POLICY

*This policy is applicable from EYFS through to year 13*

We believe that overseas students enhance the sixth form experience for all at Oldham Hulme Grammar School. Overseas students broaden the cultural richness of our already diverse sixth form, and enable all students to gain a wider perspective on the world. Overseas students can also bring with them particular skills which can enrich the lives of fellow students, they may have different attitudes towards study or study skills which can have a positive influence on those around them. Overseas students are warmly welcomed by the Hulme community and soon feel very much at home with us.

Where a student's English speaking, listening and writing are good enough they may embark on the **two year A level** programme. This programme is flexible according to the individual needs of the applicant. TEFL provision would be provided as necessary and additional costs for this provision would apply for the two year course. The typical programme of study would be 3 or 4 A level courses, although flexibility may be shown to allow the student to study a reduced number of A levels and the possibility to offer certain GCSE or IGCSE courses could be considered.

### **Recruitment and Selection of students**

Oldham Hulme Grammar School works with a number of overseas agents in recruiting students. Where an agent has been responsible for recruiting a student for our overseas programmes a commission is paid to that agent. The overseas fee applies to any student who does not hold a UK passport or UK citizenship, and would otherwise not be entitled to free education in the United Kingdom.

Selection is based on the following criteria:

#### Academic ability

Applicants will be asked to provide evidence of their previous academic attainment from the relevant education system, through references and achieved qualifications. This should be equivalent to UK GCSE grade 6 or above in the relevant subject areas. Individual subject departments may undertake further assessments once students are enrolled to ensure they have the necessary aptitude for that subject.

#### Interview (via Zoom or Google Meets where face to face is not possible)

A 20 - 30 minute interview with a deputy principal and /or EAL coordinator. Typical questions are:

- Questions based on the application form
- What do you know about us?
- Why do you think you'd like to study here?
- What are your strengths?
- What do you do/would you like to do outside the classroom?
- What do you want to do in the future?
- Is there anything you want to tell me which hasn't come out in this interview?
- Are there any questions you want to ask me?

The deputy principal carrying out this interview may take opportunities to explore responses in more detail

#### English Language Standards

IELTS test results or evidence of an internationally accepted English language qualification (this may be a GCSE or IGCSE qualification or an externally approved and verifiable English language test) are also required.

We would expect overseas students to have International English Language Testing System (or equivalent) scores of minimum 5.5 to access our A level courses.

The International English Language Testing System (IELTS) is a test that measures the language proficiency of people who want to study or work in environments where English is used as a language of communication. An easy-to-use 9-band scale clearly identifies proficiency level, from non-user (band score 1) through to expert (band score 9)

<https://www.ielts.org/what-is-ielts/ielts-introduction#sthash.ItMAzPZz.dpuf>

### **Offer of a place**

Where a place is to be offered this will be from a deputy principal or the Principal and will be issued via the agent responsible for recruiting the student. A year's fees payable in advance will accept the place.

CAS numbers will be issued by the school on completion of all of the necessary documentation required for this. CAS numbers will only be released to the agent when a deposit of £2500 has been paid in full. This sum will remain on the account until the pupil leaves the school.

Whilst the school may ask members of its parent body to act as hosts for overseas students this will only be on behalf of the agent. The school will not act as guardian, or host for any overseas students. Oldham Hulme Grammar School will take the necessary steps to ensure that the welfare of its students from overseas is properly catered for and, where concerns are raised, these will be passed on to the relevant agent for resolution.

### **Clarification of Roles**

#### **Agent**

The agent is responsible for recruiting overseas students and working with the school to market our services overseas. The agent will also have responsibility for organising hosting and guardianship arrangements, student welfare, and liaison with parents and guardians. The agent will act as intermediary and translator where necessary between school and parents. Grades and reports will be issued via the agent. The agent may wish to attend school functions and parents evenings, or may nominate the guardian, where this is not the agent, to do so.

The school requires each of its agents to have their own safeguarding policies and procedures and will take steps to verify these.

#### **Guardian**

Where a student is under 18 years of age an appropriate guardian will be appointed by their parents. Such arrangements will be made by the agent having responsibility for that student. The school will take the necessary steps to assure itself that the guardians are appropriate persons.

#### **Host**

Hosting arrangements are the responsibility of the agent. The school will communicate with the host only where there are concerns about punctuality, attendance or welfare. The host will take responsibility for the day to day living arrangements of the hosted student.

**Overseas Student Admissions Policy Reviewed: March 2023**

**Next Review Due: March 2025**

## Overseas Student Checklist

Student Name:			
Agent:			
	Date	Comments	Completed
Application Form			
Schoolbase Input			
SKYPE/Interview			
Passport			
School Certificates			
Conditional Offer/Decline Letter			
Offer letter incl. T&C, Acceptance Form			
Deposit received			
CAS Number			
Tag Group			
Safeguarding Letters			
Obtain School Certificates			
References			
Notify RT to Set up Timetables			