

**NEWPORT GIRLS' HIGH SCHOOL
ACADEMY TRUST**



**ADMISSIONS POLICY
ENTRY 2025**

ADMISSION ARRANGEMENTS FOR THE SCHOOL YEAR 2025-2026

Newport Girls' High School, Academy Trust (NGHS) is a non fee-paying, 11-18 grammar school in Newport, Shropshire. Only girls are admitted to the school and there is no charge or cost related to the admission of a child to the school.

The school is an Academy and so the Trustees, not the Local Authority, are responsible for the admission arrangements.

The Trustees are keen to widen participation and access to NGHS and there are groups of students who will be prioritised when determining admission to the school. These include looked after girls, girls for whom their primary school receives pupil premium support and girls who live within the Newport boundary area (see our website or contact the School Office for this map).

There will be 120 places available in Year 7 at NGHS.

Eligibility

The test is open to pupils who will be no older than 11 years of age on 31 August 2025. Pupils will be allowed to sit the entrance test only once and may not re-take a test again until Year 8. Parents who wish their daughter to be considered for entry out of cohort should write to the Headteacher outlining reasons for this request before applying. The Admissions Authority will then consider this request.

Year 7 Entry for September 2025

Parents who wish to apply to NGHS will need to complete an on-line test registration form for the West Midlands Grammar Schools which can be accessed on-line via the school's website (www.nghs.org.uk). Any queries regarding this Policy should be made to the school's Admissions Manager by:

- Emailing the school: admissions@nghs.org.uk
- Phoning the school: 01952 797550
- Writing to the school: Admissions
Newport Girls' High School
Wellington Road
Newport
Shropshire
TF10 7HL

The deadline for submitting on-line registrations and the date for the Entrance Test will be published on the School's website.

For admission to Year 7 the school will be participating in the co-ordinated inter-LA admissions scheme for state secondary schools. **All applicants for admission to NGHS must name the school on their home LA preference form** and return it to their home LA by the 31st October 2024. If NGHS is not named on the LA preference form, no offer of a place will be considered on national offer day (1 March) even if the girl has taken the entrance test.

The outcome of the test will be sent to all applicants before the LA preference form completion deadline.

Selection Panel

After the school has received the test standardised scores from the independent marker, a selection panel will meet. Invitations are sent to the Headteacher of NGHS, the Headteacher of Burton Borough School, an LA representative and two Primary Headteachers from another part of Shropshire. This panel will determine the score necessary for entrance to NGHS. The score usually varies slightly from year to year and is known as the 'qualifying score'. This decision is taken by viewing work from a selection of students in primary schools within the local area and a piece of free-writing.

Priority Order for Admission to Newport Girls' High School

Admission to NGHS will be in priority groups. If during stages 1-3, the 120th girl is admitted, the process will be stopped.

STAGE ONE - LOOKED AFTER CHILDREN

The Trustees will prioritise the admission of any girl who is defined as Looked After or previously Looked After, including Internationally Adopted Children (IAPLAC), using the criteria laid down by all admission authorities provided she has scored no less than 95% of the qualifying score.

Definition of 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).

A child 'subject to an adoption order' includes all children who were adopted under the Adoption Act 1976 (see section 12 adoption orders) and children who were adopted under the Adoption and Children's Act 2002 (see section 46 adoption orders).

Adopted children, for the purposes of admissions priority, also include children subject to the following orders immediately after being looked after:

A 'child arrangements order' ('CAO') is defined in section 8 of the Children Act 1989, as amended by section 12 of the Children and Families Act 2014. It is an order regulating arrangements relating (a) with whom a child is to live, spend time or otherwise have contact, and (b) when a child is to live, spend time or otherwise have contact with any person. A 'residence order' previously made under section 8 of the Children Act 1989 is deemed to be a child arrangements order.

'A special guardianship order'. Section 14A of the Children Act 1989 defines a special guardianship order as an order appointing one or more individuals to be a child's special guardian (or special guardians).

STAGE TWO - PUPIL PREMIUM STUDENTS

The Trustees will next admit up to 15 girls who fulfil all of the following criteria:

- i) Their primary school receives pupil premium support for them at the time of applying for the entrance test
- ii) They attend a primary school within Telford & Wrekin that is listed in Appendix I
- iii) They have scored no less than 95% of the qualifying score.

Students who have satisfied all of the above three criteria should provide evidence of Pupil Premium entitlement no later than five working days before the entrance test. This information will be verified by NGHS. If this information is not provided by this deadline, it may not be considered and students may be exempt from this admission group and will be considered in either stage 3 or 4. In the event that a relative of the headteacher is taking the admissions test and is a pupil at his/her school, the letter for this pupil must be signed by the Chair of Trustees.

In the event of there being more than 15 girls meeting the three criteria, their individual test scores will be ranked and the highest scoring 15 students will be offered a place at this stage. The remaining students will be considered in stages 3 or 4. In the event of a tie for the 15th place, all of the students with the 15th highest tied score will be admitted from this group.

In the event of there not being 15 applicants in this category, the remaining places will be allocated using stages 3 and 4.

STAGE THREE - NEWPORT BOUNDARY AREA PUPILS (In-area girls)

Places are next allocated to all girls who reside within the publicised boundary area and who have achieved the qualifying score. If there are more Newport area girls than there are remaining places available, places will be allocated to those girls with the highest test scores in rank order. The boundary map [can be downloaded here](#)

STAGE FOUR - ALL OTHER AREAS

Consideration is finally given to out-of-area candidates residing outside of the boundary area anywhere in the UK or abroad. Places are awarded solely on the decreasing rank order of the standardised test scores. In the event of a tied score for the 120th place (to 2 decimal places), the Admissions Authority will offer the final place to the student who resides closest to the school.

Home Address Definition

A child's home address will be the normal residence of the parent(s) or legal guardian(s) who has care of the child. Where a child lives with parents with shared parental responsibility, each for part of the week, the home address will be considered to be the address of the parent where the child spends most time. If time is spent equally between the two parents, the home address will be taken to be the address registered to receive child benefit in respect of the child. In the event that child benefit is not claimed, the Admissions Authority will request further information to determine which address will be used. In the event of shared care, parents must **opt** to use one address for all the preferences expressed. The Trustees reserve the right to verify address information at any time through liaison with parents, primary schools and the Local Authority. Suitable evidence (e.g. named council tax statement) may be requested.

Siblings/Multiple Births

There is no provision for the admittance of siblings or girls born of multiple birth (e.g. twins/triplets). However, in the event that twins/triplets hold the same standardised score and one or more sibling will not be admitted owing to PAN being reached, the school will admit above PAN to accommodate all siblings with the same standardised score.

Transport to School

Parents are responsible for arranging transport to school. Parents should appreciate that they will be expected to arrange and pay for transport. NGHS coaches now operate from Telford, Shrewsbury, and Wolverhampton. Public services are also available from Shrewsbury, Newcastle and Stafford.

Waiting List

Where the school receives more applications for places than there are places available, a waiting list will operate until the end of the school year. This will be maintained by the school and it will be open to any parent to ask for their child's name to be placed on the waiting list, following an unsuccessful application.

Children will be tested for ability before being placed on the waiting list. Only those meeting the qualifying score (or 95% of the qualifying score in the case of LAC/PLAC or PP children) will be eligible to be placed on the waiting list. Thereafter a child's position on the waiting list will be determined solely in accordance with the oversubscription criteria. Where places become vacant they will be allocated to children on the waiting list in accordance with the oversubscription criteria. The waiting list will be reordered in accordance with the oversubscription criteria whenever anyone is added to or leaves it.

Admissions Decisions

The decisions for all candidates are issued by the home LA on the same day, by email or by second class post sent on 1 March 2025 or the next working day.

Admissions during Year 7-11

In the first instance candidates will need to complete a Supplementary Information Form (available from www.nghs.org.uk) and return it to admissions@nghs.org.uk.

If there is a place available in the year group for which the application was made, the school will make arrangements for the child to sit an in-year admissions test to determine whether they are of the required academic standard. Only children who meet the required standard in the test will be eligible to be considered for a place. If a child does not meet the required academic standard, the request for admission will be refused.

Where there are more eligible candidates than places available, places will be allocated to candidates who achieved the highest score in the test, in accordance with our oversubscription criteria. Where no place is offered, parents will be advised of their right of appeal. Candidates of the required academic ability will be invited to join the waiting list.

If there are no places available, parents will be notified of the next available date for testing. Following each testing date; candidates who met the required standard will be invited to join the waiting list, candidates who did not meet the required standard will be refused admission and advised of their right of appeal.

Any place offered after Year 7 is expected to be taken up at the start of the next half term (or before) unless circumstances are exceptional. The Trustees' decision is final.

Candidates who are on the waiting list will need to reapply each academic year in order to stay on the waiting list.

Admissions out of Year Group (for entry to any year)

Parents may request that their child is admitted to a year group outside their normal age range, for instance where the child is gifted or talented or where a child has suffered from particular social or medical issues impacting their schooling. All such requests will be considered on their merits and either agreed or refused, on that basis. If a request is refused, the child will still be considered for admission to their normal age group.

The process for requesting such an admission is as follows:

With the application, parents should request that the child is admitted to another year group (state which one), and the reasons for that request.

Parents may submit any evidence in support of their case with the application, for instance from a medical practitioner, headteacher etc. Some of the evidence a parent might submit could include:

- whether the child is 'summer born' and is seeking delayed admission to Year 7 (e.g. she would chronologically be a Year 8 child);
- information 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 Trustees will consider each case on its merits, taking into account the individual circumstances of the request and the child's best interests. We will also ensure the parent is aware of whether the request for admission out of age group has been agreed before final offers are made, and the reason for any refusal.

Requests for admission out of the normal year group will be considered alongside other applications made at the same time.

Applicants with an EHCP (for entry to any year)

Subsequent to liaison with the local authority and current school to ensure that NGHS is an appropriate choice for the student to thrive, the Trustees will admit any girl into any year group in the school with an EHCP where the EHCP names the school and the required academic standards have been reached.

Post-16 Entry

Eligibility

Entry to NGHS Sixth Form is open to pupils who will be no older than 16 years of age on 31 August 2025. Parents who wish their daughter to be considered for entry out of cohort should write to the Headteacher outlining reasons for this request before applying (please see Admissions out of Year Group section above). The Admissions Authority will then consider this request.

Information for entry Post-16 should be read in conjunction with the Sixth Form Prospectus and Course Information Guide, which can be found on our website. This includes grade entry requirements for each academic subject. Visit the Sixth Form section of www.nghs.org.uk for more information.

Newport Girls' High School operates a single-sex girls sixth form of up to 180 girls across Year 12 and Year 13. The school aims to admit a PAN of 30 girls each September.

Both internal and external students wishing to enter the sixth form will be expected to have met the same minimum academic entry requirements for the sixth form. Students currently studying in Year 11 at NGHS complete an Options Form and return it to the school no later than 14th February each academic year. Students currently studying in other schools must complete [an application form](#) and return it to the school no later than 14th February.

The minimum academic criteria for entry to the Sixth Form are:

GCSE English Language	At least Grade 5
GCSE Mathematics	At least Grade 5
In the 3 A-levels to be studied	At least Grade 6 (Grade 7 is strongly desired in Maths & Sciences)
3 additional GCSEs	At least Grade 6

BTEC courses should be at least at Merit standard and each BTEC course replaces one GCSE (even if it is a double or triple award)

Students who do not attend NGHS in Year 11 must make arrangements to visit the School on GCSE Results Day to confirm their place once they have their GCSE results.

Oversubscription Criteria (Post-16) & Tie-Break

In the event that more applications are received than the PAN, the following oversubscription criteria will be applied:

1. Applicants who are LAC/PLAC
2. Other applicants

Tie Break

A descending GCSE Average Points Score will then be used to determine which applicants are offered a place with places awarded to the highest performing students.

If two applicants are tied for the final place we will first prioritise those resident in the Newport Boundary Area and then if it is still not possible to separate them, random allocation will decide (e.g. the drawing of lots by someone unconnected to the school).

Visits to NGHS

Prospective pupils and their parents are always welcome to visit the school and there is an annual **Open Day and Evening** each Spring Term as well as a **Sixth Form Open Evening** in the Autumn Term.

Appendix I – Schools in the T&W Authority (correct February 2024) for stage 2 of the admissions procedure for Year 7.

Allscott Meads Primary School
Apley Wood Primary School
Aqueduct Primary School
Captain Webb Primary School
Coalbrookdale and Ironbridge CofE Primary School
Crudgington Primary School
Dawley Church of England Primary Academy
Donnington Wood CofE VC Junior School
Dothill Primary School
Grange Park Primary School
Hadley Learning Community - Primary Phase
Haughton School
High Ercall Primary School
Hollinswood Primary School
Holmer Lake Primary School
John Fletcher of Madeley Primary School
John Randall Primary School
Ladygrove Primary School
Lantern Academy
Lawley Primary School
Lawley Village Academy
Lightmoor Village Primary School
Lilleshall Primary School
Meadows Primary School and Nursery
Millbrook Primary School
Moorfield Primary School
Muxton Primary School

Newdale Primary School & Nursery
Newport CofE Voluntary Controlled Junior School
Old Park Primary School
Priorslee Academy
Queensway
Randlay Primary School
Redhill Primary Academy
Short Wood Primary School
Sir Alexander Fleming Primary School
St George's Church of England Primary School
St Lawrence CofE VC Primary School
St Luke's Catholic Primary School
St Mary's Catholic Primary School
St Matthew's CofE Primary School
St Patrick's Catholic Primary School
St Peter and St Paul Catholic Primary School
St Peter's CofE Controlled Primary School
St Peter's CofE Controlled Primary School, Bratton
Teagues Bridge Primary School
The Bridge School
Tibberton Church of England Primary School
William Reynolds Primary School
Windmill Primary School
Wombridge Primary School
Woodlands Primary School
Wrekin View Primary School
Wrockwardine Wood CofE Junior School