



Clitheroe Royal
Grammar School

Prospectus
2016-2017

Clitheroe Royal Grammar School

A Specialist Language College



July 2015

Dear Parents/Carers

Welcome to Clitheroe Royal Grammar School, an “outstanding school” (Ofsted 2006 and Interim Assessment July 2010).

Since our foundation in 1554 our school has provided a centre of excellence, offering superb teaching and learning opportunities. We have a very strong academic record and are one of the country’s highest achieving schools.

We combine the strengths of a mixed selective grammar school with the advantages of being a thoroughly modern school which prepares students for a rapidly changing world. We focus on the education and the development of the individual and offer a wide provision of extra-curricular activities. We hold a range of Awards including The International School Award, which reflects our commitment to the development of the whole person.

Clitheroe Royal Grammar School is an 11-18 academy school. The Main School (Years 7-11) is at our Chatburn Road site where over 600 students are based.

The Sixth Form Centre is housed at the York Street site. We have over 630 students including a significant number who have joined us from other schools. Students study a wide range of AS and A Level subjects. Most of our Sixth Form go on to university.

Clitheroe Royal Grammar School is a Specialist Language College. This has enhanced the opportunities for students, staff, parents and the wider community.

Our school is a happy, stimulating and caring environment in which everyone is given the opportunity to reach their full potential.

All students are encouraged to take part in the wide variety of curricular and extra-curricular activities available at lunchtimes and after school.

Yours sincerely

A handwritten signature in black ink that reads 'Judith Child'.

Judith Child
Headteacher

The aims of the school rest on the following principles:

- a belief that all students have various talents that need encouragement to develop
- a recognition that school should be a preparation for life in the fullest possible sense and that students do need a sound basis of knowledge, skill, competence and experience to equip them to cope with the many roles they will have to take on during their lives
- the need for a working environment which secures effective teaching and learning, and values achievement by all students in their social, moral, spiritual, cultural, mental and physical development.

Clitheroe Royal Grammar School therefore aims to encourage students to:

- Develop lively, enquiring minds capable of original thought and well-balanced critical argument.
- Become confident, independent learners, well-equipped for lifelong learning.
- Derive enjoyment from their learning which should extend their intellectual capacity, develop their interest and stimulate their curiosity.
- Embrace the many opportunities afforded by developments in information and communication technologies, whilst fully accepting the responsibilities that go with using them properly.
- Engage in a broad programme of experiences which enable them to appreciate their cultural inheritance and to understand more about themselves and the world in which they live.
- Develop the capacities to make informed, rational and responsible decisions and to work in ways which enhance their self-respect and sensitivity to the needs of others, particularly those less advantaged than themselves.
- Show respect for each other and all people working in the school, and to appreciate the diverse talents that contribute to our school community.
- Play a full part in creating a caring, supportive school environment.
- Develop a range of reasoned beliefs and values and a sympathy and respect for those held by others, which will prepare them to become considerate and responsible citizens.
- Display self-discipline and proper regard for authority.
- Foster good behaviour and avoid all forms of bullying.

Pastoral Care

- Pastoral organisation in the school is based on the tutor group. On entry to the school, each student is allocated to a tutor group of 30 students.
- In year 7 there is an excellent team of form tutors whose main task is to ensure a smooth and happy transition from primary to secondary school. They are supported by a team of trained prefects. The form tutors are primarily responsible for the day-to-day pastoral supervision. Form tutors also lead a weekly tutorial during which a range of issues relating to personal and social education and citizenship are covered.
- The form tutors are supported by heads of year with whom parents should make contact on any matter of concern. They are available, by appointment, to discuss any relevant issue.
- The school actively encourages and welcomes suggestions and contributions from parents in its efforts to look after students effectively and sympathetically.
- A variety of inter-house activities take place during the year.
- The school has a school council to which students are elected from each form. It is a forum where issues and concerns relevant to day-to-day classroom life can be discussed.
- The school operates a prefect system. Prefects are selected from Year 11 students and they work together with members of staff carrying out duties to ensure the smooth running of the school. They act as excellent role models to the younger students.

Each Year 7 tutor group also works alongside a team of peer mentors selected from our Year 11 students. Each mentor works with a small number of students to assist in the integration process and help Year 7 students to settle quickly into school life and routines.

All students are expected to respect the prefects and peer mentors and follow instructions given by them.

Special Educational Needs and Disability Provision

As a school we are keen to ensure we best meet the needs of all of our students. The Special Educational Needs Department is led by the SENCO (Special Educational Needs Co-ordinator) and supported by a team of Teaching Assistants. Students with Special Educational Needs have a Student Support Plan (SSP) and receive on-going support from staff. We have an intervention programme to support students with specific needs and work closely with our Educational Psychologist to provide more specialist support to students and their families.

We comply with the legal requirements for Special Educational Needs and Disability provision and have a detailed policy covering these areas. This is available to parents/carers by making a request to the School in writing.

School Code

Aim

To enable all members of the school to live and work together in an environment that is safe, orderly, pleasant and harmonious, and through a commitment to valuing people, to encourage all staff and students to play their part in the development of the school.

- Always act with consideration and speak politely to everyone.
- Reasonable and responsible behaviour is expected: there should be no misuse of property. Students should respect the school grounds and buildings by keeping them tidy.
- The appropriate school uniform should be worn correctly at all times.
- Students must move around the school quietly and in an orderly manner.
- Some areas of school are out-of-bounds except when a member of staff is present. These areas include the laboratories, gymnasium, art, ceramics, music, food technology, design technology rooms and language laboratories.
- Clitheroe Royal Grammar School is a “No Smoking” school and the introduction of alcohol or any illegal substance into school is not permitted.

It will be extremely pleasant for everyone if all in the school observe this code. Students are encouraged to help in the process of making the school a civilised community in which to live and work.

School Uniform

The school is proud of its traditions and believes that school uniform encourages a pride in appearance. Parents are responsible for providing the uniform and ensuring it is properly worn. Uniform must be worn for travel to and from school. A full list of requirements and suppliers will be issued prior to entry to the school.

Religious Education and Collective Worship

The school has adopted the Lancashire SACRE (Standing Advisory Council for Religious Education) syllabus and the subject is treated in the same way as the other humanities, with all students having the option of taking the subject at GCSE level.

Acts of worship are a valued part of school life and take place regularly. In accordance with the 1988 Education Act, these acts are mainly of a Christian nature. Requests for withdrawal from Religious Education and Collective Worship should be made in writing to the Headteacher.

Curriculum

Key Stage 3

In Key Stage 3 students follow a broad and balanced curriculum.

Year 7 students study English (including Drama), Maths, Science, Food Technology, Resistant Materials, Geography, Religious Studies, History, PE and Games, Art, Music, Information and Communication Technology, French, German and Spanish.

Year 8 students study English (including Drama), Maths, Science, Graphics, Textiles, Geography, Religious Studies, History, PE and Games, Art, Music, Information and Communication Technology, French, German, Latin and Spanish.

Year 9 students study English (including Drama), Maths, Physics, Chemistry, Biology, Geography, Religious Studies, History, PE and Games, Art, Music, French and German. The Year 9 carousel includes: Textiles, Food Technology, Drama, Graphics, Information and Communication Technology and Personal, Social and Health Education (PSHE).

Year 9 students also opt to study Spanish or Latin in addition to following courses in French and German.

During the 'Guidance' form period all students follow a programme of Citizenship and PSHE.

Key Stage 4

At the end of Key Stage 3 students select their GCSE courses. All Year 9 students are interviewed by a member of the Leadership team or their Head of Year to help guide them in making their GCSE choices. Advice is given to ensure that the mix of courses taken by each student is balanced, providing the broadest options for the Sixth Form and future career choices.

The GCSE examinations are completed at the end of Year 11 and include a core of:-

English Literature
English Language
Mathematics
Physics, Chemistry and Biology (as 3 separate GCSEs)
One Humanities subject, chosen from Geography, History and Religious Studies
One Modern Foreign Language (MFL), chosen from French, German or Spanish.

Students also choose 3 GCSEs from the following optional subjects. They are given a free choice and every effort is made to meet those choices:-

Classical Civilisation, Computer Science, Latin, Art, Music, Drama, Textiles, Food Technology, Resistant Materials, Graphics, Physical Education, Information and Communication Technology, Geography, History, Religious Studies, French, German and Spanish.

Students achieve 11 full GCSE qualifications in total.

In addition, students follow non-examination courses in PSHE, Citizenship, Physical Education and Religious Studies

Additional Music Tuition

Individual music tuition is available through the school's peripatetic team for singing, woodwind, brass, orchestral strings, classical and electric guitars, drum kit and orchestral percussion.

Arrangements are normally made for students who have been receiving tuition in primary schools to continue to do so. Parents wishing to have tuition arranged for their son/daughter should contact the Head of Music. Peripatetic music tuition fees are payable by parents or carers.

Monitoring Progress

The school's Assessment, Recording and Reporting policy aims to monitor the progress of each individual student at every stage in order to ensure that he/she is working to the best of his/her ability.

Interim assessments are used to support students throughout the year and reports are issued annually to all groups (in line with national requirements). For each year group there is one parents' evening per year when parents can consult with teachers about their child's progress. Parents are also encouraged to contact school at other times if there are concerns about the progress of their son/daughter.

Homework is set to consolidate and reinforce the learning process. Each year group has guidelines for the time to be spent on homework. Student planners are issued in Years 7-11 to help students plan their work. A comprehensive list of controlled assessment deadlines for students in Years 10 and 11 is also provided.

School Prizes for Attainment and Progress

The school organises an Awards Evening annually at which prizes are awarded for attainment and for effort and progress. Prizes of book tokens are awarded in Years 7 - 10 in the Main School and in Year 12.

Prizes are also awarded for outstanding achievement at GCSE Level and subject prizes are awarded at Advanced Level. In addition, a number of scholarships, which provide a one-off payment towards university expenses, are given to those students who achieve excellent overall results in their A2 examinations.

In this way we are able to publicly recognise and celebrate the achievements and efforts made by our students.

Public Examinations

Entry fees to public examinations are usually paid by the school. Examination fees for any re-takes are paid by parents. Full details of these will be made available via the Examinations Officer.

Careers Education Information Advice and Guidance

Careers education and an understanding of the world of business and enterprise form an integral part of the curriculum throughout all key stages. Students are encouraged to research their options and are guided to use the careers' (CEIAG) library and computer software systems.

In Year 8 students attend an 'Enterprise Day'. All students undertake a period of work experience in Year 10, followed by an 'Enterprise Day' in the summer. A full programme of advice and support is provided in Year 11, including outside agencies where appropriate. Students have the chance to take part in Young Enterprise (YE), and gain a recognised qualification. The YE programme is complementary to other courses, enabling students to make real use of a foreign language as well as numerical, artistic, design, English and presentational skills.

In Years 12 and 13, students are given information and support on applying for jobs, to universities, preparation of CV, student grants and loans, work experience and take part in the three-day Management Conference. Year 12 students attend a careers morning held in school and undertake a one-week period of work-shadowing.

Extra-curricular Activities

The school believes very strongly in the value of extra-curricular involvement and is exceptionally fortunate in possessing members of staff committed to this vital aspect of school life. All students are encouraged to participate in these activities which are designed to broaden the range of a young person's experience and develop leisure interests which may last throughout life and to generally increase each student's maturity and personal fulfilment.

Cultural Activities and Visits

An important feature of Clitheroe Royal Grammar School is the extensive range of visits that complement the work done in the classroom. Visiting speakers and professionals are regularly invited into school and numerous trips to venues such as theatres, art galleries and museums are organised. There is a well-attended Drama Club which produces a variety of performances and Debating, Public Speaking and quiz competitions are also popular.

Regular exchanges and visits are conducted through the Modern Languages Department to France, Germany and Spain. The Sixth Form offers many opportunities to join international expeditions to places such as, Beijing, Argentina, the French Alps and Honduras/Mozambique/South Africa (Operation Wallacea).

The PE department run a Year 7 Football/Netball trip to the Isle of Man and in October 2015 are running a football tour to New York (past venues have been Barcelona, Stuttgart, Milan, Valencia and Madrid). Every two years there is a water sports holiday to France and, in the Sixth Form, A Level PE students take part in trips to Lancaster, Leeds Beckett and Loughborough universities where they experience top class facilities and meet top level professionals. Every two years a skiing party is organised and skiing teams normally compete in the NW England Ski Championships and National Championships.

Music

The school has a particularly strong reputation for music. There are two choirs, an Orchestra, a Woodwind Ensemble, two brass ensembles, a classical guitar ensemble, a flute group, a string ensemble and a Swing Band. Regular concerts are given, both in school and in the wider community. The Swing Band toured Malta in October 2012 and visited and performed several concerts in Budapest in July 2014. The annual Carol Service is held in Clitheroe Parish Church. Musical drama productions are staged regularly. Workshops are held with visiting professional musicians and visits are made to musical performances. Individual music lessons are offered in orchestral strings, woodwind, brass, drum kit and orchestral percussion, classical guitar, electric guitar, bass guitar and voice. Students are also given every encouragement to participate in extra-curricular music activities.

It is our aim to provide a wide range of musical opportunities to enable each student to fulfil his/her musical interests and potential.

Physical Education and Sport

The school's philosophy is that all students should be encouraged to fulfil their potential. This includes developing a healthy approach to sport while promoting independence, confidence, a positive self-image and effective team work. Students are taught to respect opposition and officials, to adhere fully to the rules of the game and adopt a fair but competitive approach.

In addition to a wide variety of activities offered as part of the regular timetable, many extra-curricular sports clubs operate during lunch times and after school. Sporting traditions are strong and our teams are successful at District, County and National level. Our curriculum is reviewed annually and new activities are offered to suit the needs of our students. As well as traditional team sports such as Football, Netball and Rugby, we also offer newer activities such as Dodgeball and Sports Hall Athletics. Healthy Active Lifestyles is a key feature throughout all Key Stages and Leadership is another strong element; these two components help ensure that students leave CRGS with necessary skills for employment and life in general.

Standards are high. We field representative teams in most sports covering every age group. In addition to fixtures during the week we also enter competitions such as the English Schools' Fell Running Championships and the National Biathlon Championships (which our Under 14s team won in 2015). We hold an annual Sports Day which involves every student in Key Stage 3. In addition we also run inter-house competitions each term as well as B team fixtures as often as we can.

We facilitate regular Football competitions for Primary School children on our 3G pitch. GCSE PE students officiate and help organise the events and act as Sports Mentors and role models for younger students. Our Leaders also help officiate at District Competitions and Primary School events.

Staff are well qualified to offer a wide range of specialist teaching and coaching; the school uses qualified referees and umpires for officiating when appropriate. We have good sporting links with the local community and students are encouraged to join local clubs. We now have outstanding Sports facilities; our 3G pitch opened in 2011 and our Sports Hall in 2014. This is in addition to tennis courts, a Gymnasium and large playing fields.

Each year we hold our Sports Personality of the Year event, where we celebrate the many and varied successes of our students. Guest speakers have included Premier league referee Mark Halsey and former CRGS student and Olympian Jon Schofield

Library and Research Facilities

Both sites have spacious, newly refurbished, well-appointed libraries. Each library offers a wide range of fiction and non-fiction books and is staffed by a librarian. Journals, magazines, newspapers and DVDs are also available as further study resources and students have access to computers/netbooks with internet and Wi-fi. Library information is updated regularly on the Moodle VLE, including new resources, useful website links and library events. Throughout the year, especially at the Main School site, various reading schemes and promotions take place in which interested students are encouraged to take part. In Year 13, at the Sixth Form Centre, students have the opportunity to become library prefects which enables them to take on more responsibility, offers valuable experience and is impressive on university applications. Both librarians will offer study skills support where necessary.

The Sixth Form

Most of the students who attend Main School go on to study AS and A2 subjects at our Sixth Form, based at York Street. There is a wide range of courses and a full programme of enrichment activities. Clitheroe Royal Grammar School Sixth Form has an excellent reputation, both in the region and nationally, for outstanding results and for success in gaining students' entry into the university courses of their choice. We also pride ourselves on high standards of careers advice and preparation for the world of work. For a number of years we have offered the Extended Project Qualification and AQA Baccalaureate as additional qualifications. The **Sixth Form Guide** and **Sixth Form course information** are published early in the autumn term and provide full details of all courses. An Open Evening is held at York Street, also in the autumn term, providing the opportunity to discuss courses with expert teaching staff. Further information may be obtained from the school website.

School Day Timings

8.50 am	Registration
9.00 – 10.00 a.m.	Period 1
10.00 – 10.15 a.m.	Morning Break 1
10.15 – 11.15 a.m.	Period 2
11.15 – 11.30 a.m.	Morning Break 2
11.30 – 12.30 p.m.	Period 3
12.30 – 1.30 p.m.	Lunch
1.30 – 2.30 p.m.	Period 4 *Weds finish at 2.30 p.m.
2.30 – 2.45 p.m.	Afternoon Break
2.45 – 3.45 p.m.	Period 5

Mid-day meals: There is a separate dining hall at Chatburn Road and a refectory at York Street, at which mid-day meals are served on a cafeteria basis. Snack items are also available at break and before school.

Access to Information

The school is committed to fulfilling the requirements regarding the Freedom of Information Act, and the Data Protection Act. The governors wish parents to be aware that they have a right to gain access to the following documents:

- Statutory instruments and circulars sent to schools by the Department for Education and Skills about governors' powers and duties under chapter 1 of Part 1 of the Education Reform Act (the curriculum including the National Curriculum)
- Any published Ofsted reports on the school
- Syllabuses used by the school
- School policies

School Policies

Copies of the following school policies are available for inspection by request in writing:

- Able, Gifted and Talented Policy
- Admissions Policy
- Anti-Bullying Policy
- Assessment Recording and Reporting Policy
- Attendance Policy
- Care and Control of Students Policy
- Careers, Enterprise and Work Related Learning Policy
- Charging and Remissions Policy
- Child Protection Policy
- Collective Worship Policy
- Data Protection Policy
- Drug Policy
- Educational Visits Policy
- Emergency Closure Procedures
- Equalities Policy
- Health and Safety Policy
- I.C.T. Policy
- Medical Needs Policy
- Sex and Relationships Education Policy
- Special Educational Needs Policy

Groups Associated with the School

The school is proud to have the support of a number of different associations:

The CRGS Foundation

The school has a Foundation which is administered by trustees according to regulations prescribed by the Charity Commission. Investment income from this charity is spent on the school and its students.

The Association of Friends

Over the years the school has enjoyed the benefit of support from the Association of Friends of Clitheroe Royal Grammar School. By organising social events and meetings, the association aims to promote interest in the school's activities and any funds raised are spent on the school. Being a parent/guardian of a school student, one is automatically a member of the association.

The Clitheronians' Association

The Clitheronians' Association's aim is to keep in touch with recent leavers by sending out newsletters and by organising social events including an annual reunion dinner.

A LEVEL RESULTS – SUMMER 2014

NB: These results are correct as of 7th July 2015

KEY:	Total Number of pupils	-	297
A Level UCAS Points	Point Score (including Gen Studies)	-	377.8
Grade A* = 140	Point Score (excluding Gen Studies)	-	297.9
Grade A = 120	% A*/A (including Gen Studies)	-	33.9
Grade B = 100	% A*/A (excluding Gen Stud)	-	38.1
Grade C = 80	% A*/B (including Gen Stud)	-	61.3
Grade D = 60	% A*/B (excluding Gen Stud)	-	67.7
Grade E = 40	% A*/E (including Gen Stud)	-	98.5
	% A*/E (excluding Gen Stud)	-	99.5

Number of Sixth Form students achieving each grade for A Level:

Subject	Entries	% Pass	A*	A	B	C	D	E	U	X
Art	16	100%	4	5	5	2	0	0	0	0
Biology	119	99%	28	17	30	21	15	7	1	0
Business Studies	45	100%	4	13	20	8	0	0	0	0
Chemistry	75	100%	18	19	15	9	9	5	0	0
Classics	8	100%	0	2	2	4	0	0	0	0
Computing	8	100%	0	5	1	2	0	0	0	0
Critical Thinking	3	100%	0	0	1	1	0	1	0	0
Economics	28	100%	0	4	6	7	6	5	0	0
English Lang/Lit	10	100%	1	0	5	4	0	0	0	0
English Language	57	100%	4	20	26	6	1	0	0	0
English Literature	30	100%	6	8	6	9	1	0	0	0
French	12	100%	1	8	1	1	1	0	0	0
Geography	38	100%	2	12	13	9	2	0	0	0
German	10	100%	1	8	1	0	0	0	0	0
General Studies	283	95%	25	34	58	78	58	16	14	0
History	50	100%	2	12	24	8	3	1	0	0
Mathematics	100	100%	15	20	26	18	16	5	0	0
Maths Further	3	100%	1	2	0	0	0	0	0	0
Music	1	100%	0	0	1	0	0	0	0	0
Physics	43	98%	3	5	8	12	12	2	1	0
Physical Education	12	100%	3	2	3	4	0	0	0	0
Politics	41	100%	5	13	14	7	2	0	0	0
Psychology	85	98%	5	17	26	22	10	3	2	0
Religious Studies	20	100%	3	7	7	1	2	0	0	0
Sociology	47	100%	6	19	17	2	3	0	0	0
Spanish	7	100%	2	1	2	2	0	0	0	0
Technology	8	100%	0	1	0	7	0	0	0	0
Theatre Studies	7	100%	0	2	2	3	0	0	0	0

GCSE RESULTS – SUMMER 2014

NB: These results are correct as of 7th July 2015

Number of pupils aged 15 entered for GCSEs:	118
On roll 15 January 2010 and aged 15 on 31 August 2009	----
Number of pupils aged 15 (as above) not entered for GCSEs	0

99.2% of pupils gained 5+ A*-C grades at GCSE level

Total % of A*-C passes = 99.1%

% of A*/A passes = 74.6%

Number of 15 year olds achieving each grade:-

Subject	A*	A	B	C	D	E	F	G	U	Total
Art	6	8	2	4	0	0	0	0	0	20
Biology	50	47	16	5	0	0	0	0	0	118
Chemistry	38	47	23	9	1	0	0	0	0	118
D&T Food	6	4	5	0	0	0	0	0	0	15
D&T Graphics	6	6	5	0	0	0	0	0	0	17
D&T Res Mat	5	18	4	1	0	0	0	0	0	28
D&T Textiles	11	2	0	0	0	0	0	0	0	13
Drama	1	3	5	0	0	0	0	0	0	9
English Language	25	61	26	5	0	1	0	0	0	118
English Literature	26	59	25	7	0	0	0	0	0	117
French	18	16	9	3	2	0	0	0	0	48
Geography	29	26	24	7	0	0	0	0	0	86
German	24	33	24	8	1	0	0	0	0	90
History	25	29	15	3	1	1	0	0	0	74
Information Technology	19	13	4	1	0	0	0	0	0	37
Latin	2	7	6	5	1	1	0	0	0	22
Maths	53	50	15	0	0	0	0	0	0	118
Certificate in Further Maths	25	22	5	2	0	0	0	0	0	54
Music	1	3	1	0	0	0	0	0	0	5
Physical Education	10	11	11	3	0	0	0	0	0	35
Physics	46	43	25	3	1	0	0	0	0	118
Religious Studies	33	19	4	1	1	0	0	0	0	58
Spanish	6	10	4	5	0	0	1	0	0	26

KEY STAGE 3 RESULTS 2014

NB: These results are correct as of 7th July 2015.

This table shows the percentage of Year 9 pupils at each level at the end of Key Stage 3 2014. Figures may not total 100% due to rounding.

TEACHER ASSESSMENT

PERCENTAGE AT EACH LEVEL										
	1	2	3	4	5	6	7	8	EP	PA
English	0	0	0	0	0	17	68	15	0	0
Maths	0	0	0	0	0	0	52	57	0	0
Science	0	0	0	0	0	26	66	9	0	0
Modern Foreign Languages	0	0	0	0	0	16	83	1	0	0

Destinations of Students, Attendance and Admissions Information

Destinations of Leavers 2014

Students aged 15 at start of school year 13/14

FE/School: 100%
Employment (inc. Apprenticeship): -
Other: -

Total number of students in this age group = 117

Students aged 16 at start of school year 13/14

FE/School: 97.2%
Employment (inc. Apprenticeship): 0.8%
Unknown: 2.0%

Total number of students in this age group = 355

Students aged 17 at start of school year 13/14

FE/School: 2.0%
HE: 86.3%
Employment (inc. Apprenticeship): 3.7%
Other (inc. gap year): 7.3%
Unknown: 0.7%

Total number of students in this age group = 299

Attendance Information 2013-2014

Total number of students on roll of compulsory school age	594
Percentage of student sessions (half days) missed through authorised absence	3.0%
Percentage of student sessions (half days) missed through unauthorised absence	0.0%
Length of taught week (lesson time)	24 hours

Admissions Information for Entry to Year 7

Admissions limit (September 2015):	120 students
Total number of applications received for admission in September 2015:	426 students
Total number of students taking the test for admission in September 2015 from students resident in the school's catchment area:	221 students
Total number of students taking the test for admission in September 2015 from students not resident in the school's catchment area:	205 students
120 students were offered places	
76 from the school's catchment area	
44 resident outside the school's catchment area	

Number of appeals against non-admission was 4 – these were not successful.

Clitheroe Royal Grammar School
11502
Determined Admissions Policy
27th March, 2015
For admission in 2016

The school is a mixed, selective 11-18 grammar school providing a free education. As an academy school, the governors are responsible for setting the school's admission arrangements. In common with state schools throughout the country, Clitheroe Royal Grammar School will be part of a co-ordinated local admission scheme. Details are provided below.

Traditionally the school has drawn its pupils not only from the catchment area (see Notes 2 and 3), but from other places within travelling distance.

I ADMISSION OF STUDENTS TO YEAR 7

i) Admissions Number

The number of intended admissions to year 7 is 150.

ii) The Tests

For eligible candidates (see Note 1) the entrance examination will consist of 3 separate tests:

- a) Mathematics
- b) English
- c) Verbal Reasoning

The tests will be conducted at the school. Arrangements to take the tests will be announced in the local press each year (and are obtainable from the school) and the tests themselves will be taken in the autumn term.

A candidate may only sit the entrance examination once.

Parents / carers who wish their son/daughter to take the entrance examination, should complete a Clitheroe Royal Grammar School application form.

iii) Admission Criteria and Over-subscription

Once the tests have been marked parents / carers will be informed whether their child has reached the required standard. Pupils will need to show that they have the ability to benefit from the education provision of the school by reaching the required standard, although this will not guarantee a place if the number of pupils achieving this score exceeds the number of places available.

The school will not distinguish between candidates on grounds of sex, race, nationality, national origin, ethnic origin, disability, faith or denominational background.
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Note: Pupils with a current statement of special educational needs issued by a local authority, and who have achieved the required standard in the admissions tests, will be offered a place.

Clitheroe Royal Grammar School has a planned admission number for each year of 150. If the number of applicants reaching the required standard is less than 150, then all of these applicants will be deemed 'eligible'.

If the number reaching the required standard is greater than 150 and the school is therefore over-subscribed, then the school will rank these applicants according to the following admissions priority criteria:

- 1) Looked after children and previously looked after children who reach the required standard
- 2) Candidates who live in the catchment area who reach the required standard
- 3) Candidates who live outside the catchment area who reach the required standard

Candidates within over-subscription categories 2 and 3 will be ranked according to ability as demonstrated in the testing process.

In the event of equal scores within over-subscription categories 2 and 3, the final determining factor will be the proximity of the child to the school (see Note 4).

In the case of over-subscription, a confidential waiting list will be drawn up. This waiting list will be maintained for the full autumn term in the academic year of admission. Position on the waiting list will be on the basis of ability. Where more than one candidate is at the same position on the list, priority will be given in the same order as over-subscription categories 2 and 3 and then to the individual nearest to the school (see Note 4).

Until the end of the autumn term in year 7, if a candidate withdraws, his/her place will be offered to the highest placed applicant on the waiting list.

iv) Further Information

For those candidates who have some inconsistency in scores and / or are borderline for admission, further information may be requested from the primary school subject to parental consent.

v) Co-ordinated Admissions Policy

The school is required to comply with the Lancashire Co-ordinated Scheme for secondary school admissions to year 7 (see Note 5). Under this scheme, only one offer of a school place will be made by Lancashire for admission to any secondary school including Clitheroe Royal Grammar School. Parents may express up to three preferences for admission to all maintained secondary schools. The priority in which parents express their preferences will be used to determine which one offer is made.

It is important that parents understand that the system of allocation of school places by the Local Authority (LA) will mean that if, after applying the admissions criteria, a child appears on the eligible list of their *first preference* school, then this is the place that will be offered. A candidate with Clitheroe Royal Grammar School as a second or third preference, even if they have reached the required standard, cannot be offered a place if they are eligible for a school for which a higher preference has been indicated on the Common Application Form.

(vi) Assessment of Candidates Relocating to the Area

Parents or guardians of candidates for year 7 who move from another area of the country into the vicinity of the school (whether inside the catchment area or not) after the closing date for the submission of the Clitheroe Royal Grammar School application form, may apply to the school for them to be assessed.

During the period from the time of the examination to the end of the first term in year 7, the assessment will follow a similar pattern to that used for the entrance examination. If an application is made after the first term has ended, then an age-weighted reasoning test and tests set by the school of appropriate National Curriculum work will be used. If the candidate reaches a level comparable to students who have already been admitted and no places are available, the candidate's name will be placed on a confidential waiting list, ranked according to overall performance in the tests and proximity to the school (see Note 4), in that order. Please also see note 6.

SUMMARY OF THE APPLICATION PROCESS FOR THE ADMISSION OF STUDENTS TO YEAR 7

1. The application form to take the Clitheroe Royal Grammar School examination must be completed and submitted by the school's closing date. This application form is available in the Admissions Handbook, available from the school, or on the school's website.
2. The examination is held in the autumn term.
3. Parents / carers will be notified as to whether their child has reached the required standard sufficiently before the closing date for the completion of the Lancashire Authority Common Application Form on-line. We advise that parents / carers wait for this notification from Clitheroe Royal Grammar School before completing the Common Application Form on-line.
4. Parents / carers complete the Common Application Form on-line. Parents who wish their child to be considered for a place at Clitheroe Royal Grammar School must list the school as one of their three preferences.
5. The LA will post notification of allocations as per their schedule. At the same time in the spring term Clitheroe Royal Grammar School will also post offers of places to successful candidates.

Parents will be required to confirm to their LA within 14 days, if they do not wish to accept a place offered.

6. Parents / carers whose child has been offered a place at Clitheroe Royal Grammar School will be asked to confirm their acceptance of the place.

II ADMISSION OF STUDENTS TO YEARS 8 TO 11

Students may be admitted to years 8 to 11 provided that their admission does not prejudice the provision of efficient education and use of resources.

The school will assess candidates who have not previously taken the Clitheroe Royal Grammar School entrance examination and who move into the vicinity of the school (whether inside the catchment area or not) if the parent or guardian wishes. The assessment will involve tests in Mathematics, Science and English. If the candidate reaches a level comparable to students who have already been admitted and no places are available, the candidate's name will be placed on a confidential waiting list, ranked according to overall performance in the tests and proximity to the school, in that order. Please also see note 6.

III ADMISSION OF STUDENTS TO THE SIXTH FORM

Applications for admission to the school's Sixth Form are welcome from all Year 11 applicants. Details of requirements are published each year in the Sixth Form Guide. These include a general requirement and specific subject requirements. The criteria for admission are high enough GCSE grades. There is an expectation that applicants will have a sound track record at their present school. In the event of over-subscription, GCSE performance and then proximity to the school (see Note 4) will be used to allocate places. The school has a target figure of 250 students from outside the school to join existing Clitheroe Royal Grammar School students who wish to continue into the Sixth Form.

Academic references will be sought from the external applicant's present school. All applicants will also be invited to discuss choices of subjects with senior staff.

Students must submit their application form (to be found in the Sixth Form Guide and on the website) by the published closing date in order to be eligible for entry.

Students who move into the area after the published closing date and who wish to apply to join the sixth form at Clitheroe Royal Grammar School are advised to contact the school at the earliest opportunity so that their application can be considered if space allows.

Any student refused entry has a right of appeal.

IV APPEALS PROCEDURE

A parent or carer may appeal against the decision of the Admissions Committee for non-admission.

The appeal process is entirely separate from the allocation of places under the admission arrangements.

Places given on appeal are in addition to those already offered.

Parents of candidates who have not been allocated a place can obtain an appeal form from school after formal notification of places by the local authority. These must be completed and returned to the school within 15 school days of notification by the local authority.

The Appeals Panel is constituted in accordance with the School Standards and Framework Act 1998 and all members are independent of the school and of the Local Authority. Its decisions will be binding on the Admission Authority and on the parents.

Consideration by the Appeals Panel will be in two distinct stages:

i) The Factual Stage, when the Panel decides whether the admission arrangements have been properly applied and, separately, whether prejudice would be caused to the efficient education of children in the school by reason of increased numbers. If prejudice is proved the Panel must move to:

ii) The Balancing Stage, when the Panel exercises its discretion, balancing between the degree of prejudice to efficient education, which would result from admitting the child, and the strength of the parent or guardian's case before arriving at a decision that is binding on both the Admission Authority and the parent.

Further details of the appeal arrangements are obtainable from:

The Clerk to the Appeals Panel, Clitheroe Royal Grammar School, York Street, Clitheroe, Lancashire, BB7 2DJ.

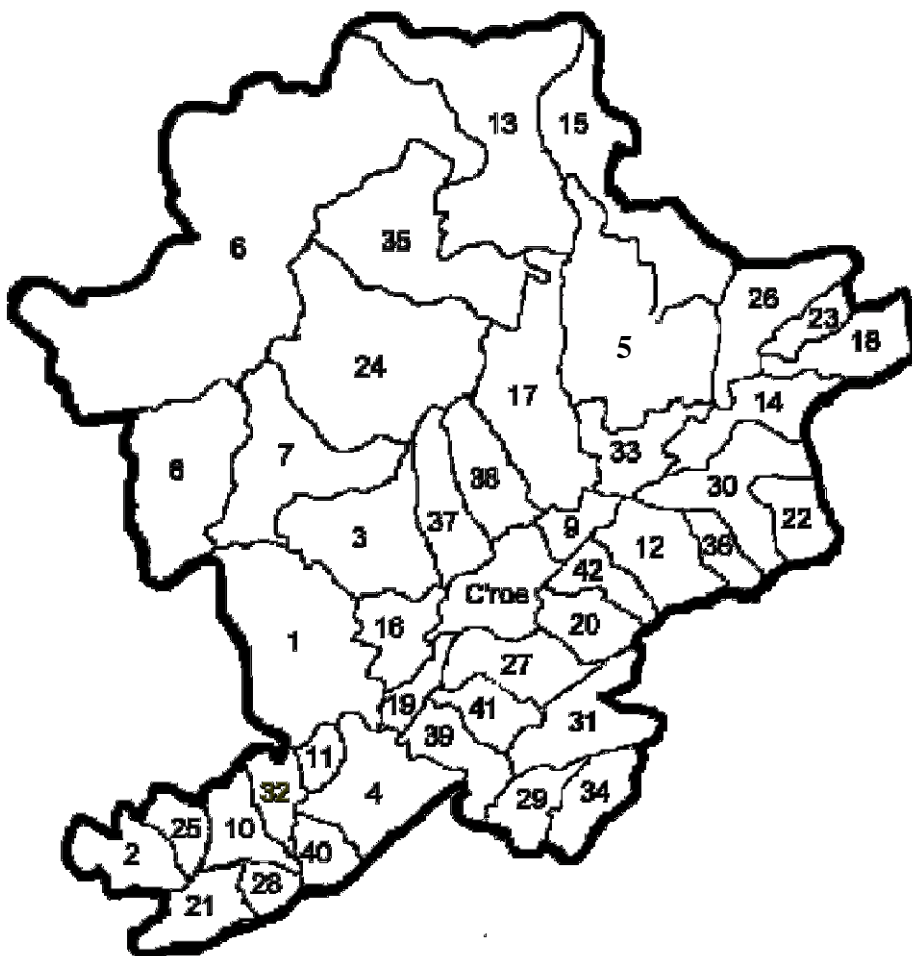
EXPLANATORY NOTES

- Note 1** Eligible candidates are those whose 11th birthdays fall between 1 September and 31 August inclusive, in the twelve months immediately preceding entry the following September. Children whose 10th birthdays fall between 1st September and the last day of February of their National Curriculum year 5 and who are of outstanding ability for their age, may also be considered for a place. This will only be with the unreserved and strong recommendation of the child's Primary School Headteacher. Other applicants outside the normal age group will be considered carefully on the basis of the circumstances of each case.
- Note 2** To establish residential status in the school's catchment area requires that the family permanently reside within the designated area shown in Appendix 2 before the closing date for applications. Permanent residency is defined as owner occupancy or long-term letting contract of a residential property where child benefit is received and the appropriate council tax is paid by the occupier (evidence may be required). In the case of child benefit, parents may be asked to provide a copy of a tax credit award notice or a recent bank / building society statement showing child benefit being paid into their account. In the case of a recent change of address, additional evidence will be required in the form of evidence of exchange of contracts or a signed tenancy agreement. This is in addition to the child benefit evidence and evidence of the appropriate council tax paid by the occupier. Families whose first home is outside the catchment area and/or who are only living in short-term rented property or temporarily with friends or relatives in the area will be deemed to live outside the catchment area.
- Where a pupil lives with one parent for part of the week and the rest of the week with the second parent, only one address can be used for application. This will normally be (a) where the child lives for most of the school week and the address from which the child travels to/from school and (b) the address to which Child Benefit is paid.
- Note 3** If it is subsequently discovered that an application contains a falsely claimed or dated address in the catchment area, then any offer of a place will be withdrawn.
- Note 4** Nearest will be defined in terms of straight line distance between the candidate's home front door and the front entrance of the school; the Chatburn Road site in the case of applicants to years 7 to 11 and the York Street site in the case of applicants to the Sixth Form. In the event of a tied distance measurement between address points, the Local Authority's system of a random draw will determine which address(es) receive the offer(s).
- Note 5** Details of Lancashire's scheme may be found at www.lancashire.gov.uk under 'School Admissions' in the A-Z search.
- Note 6** For parents who are relocating to the area and who are unable to arrange for their child to take the entrance examination in the normal way, it is necessary to complete both of the following:
- 1) The CRGS application form, obtainable from and returnable to the school, which must be completed in order to arrange for the necessary assessment to take place
 - 2) The Local Authority's Common Application Process stating 3 preferences. This must be returned to the Area Pupil Access Team of your local authority. The Local Authority will consider the 3 preferences equally, in liaison with other admissions authorities. The offer of a place will be made by the Local Authority.

CLITHEROE ROYAL GRAMMAR SCHOOL'S CATCHMENT AREA

The catchment area consists of the following Civil Parishes of the Borough of Ribbles Valley:

1. Aighton, Bailey & Chaigley
2. Balderstone
3. Bashall Eaves
4. Billington
5. Bolton by Bowland
6. Bowland Forest High
7. Bowland Forest Low
8. Bowland with Leagram
9. Chatburn
10. Clayton-le-Dale
11. **Clitheroe** (shown as C'roe)
12. Dinckley
13. Downham
14. Easington
15. Gisburn
16. Gisburn Forest
17. Great Mitton
18. Grindleton
19. Horton
20. Little Mitton
21. Mearley
22. Mellor
23. Middop
24. Newsholme
25. Newton
26. Osbaldeston
27. Paythorne
28. Pendleton
29. Ramsgreave
30. Read
31. Rimington
32. Sabden
33. Salesbury
34. Sawley
35. Simonstone
36. Slaidburn
37. Twiston
38. Waddington
39. West Bradford
40. Whalley
41. Wilpshire
42. Wiswell
43. Worston



Please note that if your address includes the name of a Civil Parish, it does not necessarily mean that you reside in the catchment area. Parents should check this very carefully and contact the school if they are unsure.