



## LEICESTER GRAMMAR SCHOOL

### **ADMISSIONS POLICY**

Leicester Grammar School is a co-educational independent day school for pupils from ages 10 to 18. Deciding on the right school for your child is very important, and a visit to the school is an integral part of this process. We hold a number of open events across the school year, which give a general introduction to the school; details are published on our website: <https://www.lgs-senior.org.uk/visit-us>

We are also very happy to host prospective parents and their children at other times for a private visit, and to meet staff and pupils; you can be sure of a warm welcome. Please contact the school's Admissions Manager, Joel Venson, on 0116 2591927 or email [admissions@leicestergrammar.org.uk](mailto:admissions@leicestergrammar.org.uk) to make arrangements.

The Leicester Grammar School Trust seeks to be an inspiring centre for co-educational excellence in academic and personal development, within a Christian ethos.

In order to fulfil this mission, the school aims to:

- Promote intellectual curiosity and academic excellence.
- Provide a broad, balanced and stimulating curriculum.
- Offer a rich range of co-curricular opportunities which enhance pupils' physical, cultural and personal development.
- Equip pupils with the self-belief, consideration and skills required for a principled and fulfilling life.
- Create a happy and mutually-supportive community of learners and staff, in which each individual is encouraged and enabled to do and be their best.
- Care for the mental and emotional well-being of pupils, and be proactive in the promotion of a healthy lifestyle.
- Welcome pupils of diverse backgrounds and faiths, nurturing their social and spiritual development.
- Foster a generous contribution to charity, community service and society.

Our school values are:

- Respect: for self, others and our environment; kindness, courtesy, humility, tolerance, care, encouragement
- Trust: honesty, integrity, responsibility, self-discipline
- Courage: determination, resilience, perseverance, commitment, enthusiasm, self-belief, challenge
- Curiosity: independence, initiative, creativity, spark, self-awareness, scholarship

- Community: equality, service, empathy, compassion, collaboration, inclusiveness, selflessness

In addition, the school aims to strike a balance between academic and practical work, physical education, moral and spiritual development and the pursuit of co-curricular activities. We are committed to high standards of teaching and care, and we welcome parental contact. Pupils are encouraged to participate enthusiastically in their learning and co-curricular activities and are expected to behave with tolerance and understanding, respecting the needs of others.

The school attaches importance to courtesy, integrity and good discipline. Parents agree that their child will take a full part in the activities of the school, will attend each school day, will be punctual, will work hard, will be well behaved and will comply with the School Rules about the wearing of uniform. All pupils will receive personal, social, health and economic education, including relationships and sex education appropriate to age and in accordance with the curriculum.

## **APPLICATIONS**

### **THE ENTRY PROCEDURE**

Leicester Grammar School is an academically selective school. Selection is based on academic merit, which is assessed through an entrance examination, a reference from the candidate's current school and (where appropriate or applicable) assessment or interview at school. Our selection process is designed to identify pupils who are able to benefit from our balanced and well-rounded education and to make a positive contribution towards the life of the school. Above all, we wish to welcome pupils who will thrive in our school environment.

The main points of entry are at 10+/Year 6 (Prep), 11+/Year 7, and 16+/Year 12. We admit approximately 20-25 pupils per year at Year 6 (The Prep), 120 pupils a year at Year 7, and up to 30 pupils at Year 12. The school will also sometimes have places available for other ages (12+/Year 8, especially 13+/Year 9 and 14+/Year 10), so please do not hesitate to contact the Admissions Manager for details.

Applicants for admission should normally register by early in December of the year preceding the desired year of admission (e.g. 2 December 2026 for entry in September 2027). The school's online Application Form is available on the school's website – <https://www.lgssenior.org.uk/admissions>.

Candidates may not resit an entrance examination/assessment within the same academic year and may only make one re-application for entry within each phase prior to Sixth Form (Kindergarten - Year 2; Years 3 - 6; Years 7 - 10).

### **LATE APPLICATIONS**

Provision is made for later examinations for those unable to sit in January due to illness or other extenuating circumstances. We are also able to arrange further entrance examinations at other times of the year, subject to places still being available.

### **INTER-TRUST TRANSFERS**

Transfer between different Leicester Grammar School Trust schools will only exceptionally be considered in-year and always with one full term's notice. Parents wishing to consider a change of school for their child should initially consult their child's Headteacher. If parents wish to proceed, normal entrance requirements will apply in order to gauge suitability.

### **EQUAL TREATMENT**

Leicester Grammar School's aim is to encourage applications from candidates with as diverse a range of backgrounds as possible. This enriches our community and is vital in preparing our pupils for today's

world. Generous bursaries are offered in order to make it possible for as many as possible who meet the school's admissions criteria to attend the school.

Leicester Grammar School is committed to equal treatment for all, regardless of a candidate's gender, race, religion and belief, cultural background, linguistic background, sexual orientation, gender reassignment, SEN and disability. The school's provision for bursaries is described below.

## **SPECIAL NEEDS**

Leicester Grammar School does not unlawfully discriminate in any way regarding entry. The school welcomes pupils with disabilities and/or special educational needs, provided that we can offer them any support they require and cater for any additional needs, and that our site can accommodate them.

We strongly advise parents of children with special educational needs or physical or mental disabilities to discuss their child's requirements with the school before they sit the entrance examination so that we can make adequate provision. Parents should provide with the Application Form a copy of an educational psychologist's report or a medical report if they have one.

The school will discuss thoroughly with parents (and their child's medical advisers, if appropriate) the adjustments that can reasonably be made for the child if they become a pupil at the school.

## **THE ASSESSMENT PROCESS**

The aim of the process is to identify academic ability and potential. Leicester Grammar School is also looking for well-rounded pupils with a genuine passion for education in the broadest sense of the word, with interests that stretch beyond the confines of the academic curriculum. The school has strong traditions in music, drama, art, debating, community activities and sport. There are many co-curricular activities, all of which are important in developing a well-balanced, confident individual.

No specific preparation for the entrance tests is needed; all candidates start on an equal footing, with opportunities to display their academic aptitude and co-curricular interests. All candidates for entry below 16+ sit papers in English, Maths and Reasoning, which are designed for their age group.

Further information about these papers is available on our website - <https://www.lgssenior.org.uk/entranceexamination>

Candidates at 10+ under active consideration will be interviewed, as will candidates at 14+, while candidates for Sixth Form entry will be invited to school for a Taster Day, to include an interview. The school also interviews candidates at other levels where it believes that a broader assessment will be helpful.

Our offer of places into Year 12/ Sixth Form is conditional upon a candidate achieving a minimum of at least three GCSE qualifications at Grade ⑦, with at least three further GCSE qualifications at Grade ⑥. In a subject proposed for study in the Sixth Form we would normally expect at least a GCSE Grade ⑥ to be achieved in the subject or a closely related subject. The school will ask for a higher threshold to be met for the study of certain subjects and/or combinations of subjects. Detail concerning such requirements will be available on request and is usually detailed in the Sixth Form Prospectus and offer letters.

The dates for the assessment process for the current year are published on our website, together with the dates when results are posted to families and the closing date for acceptances. We will offer places to candidates from our waiting list after the closing date for acceptances. References will be sought from the Head of a candidate's current school as part of the assessment process.

## **SIBLING POLICY**

Most siblings join us at Leicester Grammar School. However, admission is not automatic and there may be occasions where the school judges that a sibling is likely to thrive better in a different academic environment.

## **SCHOLARSHIPS**

Leicester Grammar School offers a number of scholarships (primarily for Years 7 and 12) each year for excellence in:

- Academia
- Art
- Drama
- Music
- Sport

Scholarships are only available at entry to Year 7 or Year 12, or at the point when the pupil applies to the school (if not year 7 or Year 12). A scholarship may be withdrawn in accordance with the terms on which such award is made or in accordance with the school's Terms and Conditions.

### **Purpose of Scholarships**

Scholarships are designed to reward excellence and to celebrate exceptional talent. These are formally reviewed on entry to the Sixth Form. Parents are asked to indicate on the Application Form whether they wish to apply for a scholarship. There is no Application Form for academic scholarships in Years 7-10. Candidates applying for an academic scholarship for entry into the Sixth Form should apply following the process outlined on the website. Details of the arrangements will be sent to all who express an interest. Further information is also available on the website - [Leicester Grammar School - Scholarships](#)

**We encourage parents of potential scholars who anticipate that they will experience difficulty in meeting the balance of the tuition fees to also apply (at the same time as registration of their child) for one of the school's means-tested bursaries described below.**

### **Academic Scholarships**

Candidates suitable for academic scholarships are selected from the most outstanding performers in the entrance examinations and at interview. Scholarships are held for the duration of a pupil's time at the school, provided his/her progress and conduct are satisfactory; a formal review occurs before entry to the Sixth Form. All candidates will be interviewed in addition to sitting papers in Mathematics, English and Reasoning (Years 7 -10).

Scholarships are also offered to new entrants to Year 12/ Sixth Form.

Further detail can be found here: [Leicester Grammar School - Scholarships](#)

### **Music Scholarships**

#### **Entry into Years 7 -12**

Co-curricular musical ability and interest may assist with entry to the school. The Director of Music is always keen to meet and to listen to pupils who are enthusiastic musicians and have an instrumental specialism; a few music scholarships are awarded each year. As a guide, pupils for 11+ entry who

are at or around Grade 4 standard can expect to be considered for scholarships; musical potential and proven commitment to music-making are also taken into consideration.

Further detail can be found here: [Leicester Grammar School - Scholarships](#). Music scholarships will only be awarded to pupils who have passed the school's entrance examination/assessment.

## **Sixth Form**

Music Scholarships are available for pupils seeking to enter the school in the Sixth Form. The Director of Music is always keen to meet and listen to enthusiastic musicians and they are invited to arrange a time to audition. Candidates will need to obtain a specialist reference from their current Head of Music before the audition.

## **Art Scholarships**

### **Entry into Years 7 and 12**

Candidates will be asked to sit a drawing examination, submit a portfolio of artwork and provide a confidential reference. The assessment comprises a series of preliminary studies and a timed test. The portfolio should contain material produced both at school and at home. There is no prescription concerning the contents, but a good submission is likely to include work based on direct observation and derived from the candidate's imagination. Experience of a range of media would also be expected.

Further detail can be found here: [Leicester Grammar School - Scholarships](#)

Art scholarships will only be awarded to pupils who have passed the school's entrance examination/assessment.

## **Sports Scholarships**

### **Entry into Years 7 and 12**

A small number of sports scholarships are awarded at Year 7 and Sixth Form entry to outstanding, all-round sportsmen/ women who have achieved a high level of competence in two or more sports, of which at least one is a major LGS team-sport. Candidates will be assessed and interviewed by the Director of Sport and will be expected to demonstrate qualities of leadership and team-play of a very high order. Candidates will be required to provide a specialist reference from their current Head/ Director of PE/ Sport. They will be expected to be committed to the sporting life of the school.

Further detail can be found here: [Leicester Grammar School - Scholarships](#)

## **BURSARIES**

Leicester Grammar School's bursary programme is designed to make it possible for as many as possible of those who meet the school's entry criteria to take up a place at the school. The school offers means-tested awards annually to entrants at the usual points of entry, where the parents have indicated on the Application Form that they require financial support. Bursaries are means-tested in accordance with the criteria published on the school's website <https://www.lgs-senior.org.uk/bursaries>. Parents are required to provide proof of their income and assets and they and their children may be invited into school for a meeting and interview (respectively). The level of support varies according to parental need but can exceptionally extend to 100% remission in cases of proven need.

Entry bursaries are always offered for 12 months at a time. The family is required to provide fresh information about its circumstances for every year that their child attends the school. Levels of support

may vary with fluctuations in income or wealth. Bursaries are only offered to families who are resident in the UK.

Our Bursaries and Scholarships policy can be viewed on our website - <https://www.lgssenior.org.uk/policies> or can be obtained from the Admissions Manager. A bursary may be withdrawn in accordance with the terms upon which such an award is made or in accordance with the school's Terms and Conditions.

## **OVERSEAS APPLICANTS**

The school welcomes applications from overseas candidates, subject to the normal academic qualification and the requirement for a good standard of English (see below). Further details can be obtained from the Admissions Manager.

### **Fluency in English**

In order to cope with the high academic and social demands of Leicester Grammar School, pupils must be proficient English speakers. Normally pupils will have been educated in the English medium for at least two years before coming to the school. Tuition in English as an Additional Language (EAL) can be arranged at the parent's expense.

## **RELIGIOUS BELIEFS**

Leicester Grammar School welcomes applications from prospective pupils of all faiths and of no faith and is a happy and diverse community.

Although Leicester Grammar School has a Christian foundation, the school does not select for entry on the basis of religious belief, and it offers the opportunity for pupils of all faiths to practise their faith.

However, parents should be aware that there are compulsory assemblies and services that all pupils are expected to attend, *e.g. the annual Foundation Day service*.

## **SCHOOL'S TERMS & CONDITIONS**

The school's Terms and Conditions are on the school's website - <https://www.lgssenior.org.uk/policies> and will be made available to parents as part of the admissions process.

## **COMPLAINTS**

The school's Complaints Procedure is on the school's website - <https://www.lgs-senior.org.uk/policies> - and can be sent to prospective parents on request.

## **ADMISSIONS REGISTER**

The school follows the guidance outlined in Working Together to Improve School Attendance. This includes keeping a register of all admissions for the duration of each pupil's time at the school. This information is maintained on file for six years after they leave the school.

## **RECORDS AND REVIEW**

Applicants' details will be held on file with due regard to data protection legislation and the school's Privacy Notice. The school will not hold the personal data of you or your child for longer than is

necessary for a lawful purpose. This will generally be no more than 6 months following an unsuccessful application, but reasons to retain for longer might include: if the parents express an interest in the candidate re-applying for any reason at a later date or in the potential candidacy of a sibling; or to address any ongoing matters or queries arising from the application.