



# St Albans Girls' School



## YEAR 7 ADMISSIONS 2019-2020



**National Teaching School**  
designated by



National College for  
Teaching & Leadership

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*Learning for Life in a Community where All can Excel*



# St Albans Girls' School



## Determined Admission Arrangements for 2019-20 (Single Sex)

### General Principles

St Albans Girls' School is a single sex comprehensive school in St Albans for girls aged 11-18. The sixth form is co-educational. We are a high achieving specialist Business and Enterprise Academy, specialising in educating girls. Girls are admitted at the age of 11+ without reference to ability or aptitude using the criteria below. The main principle of admission to STAGS is to maintain the integrity of the character of the school providing a superb breadth of learning opportunities for young people in the community of St Albans. Applications are welcome from parents whose children are likely to make a full and committed contribution to the life of the school, and to benefit from the extensive additional facilities and opportunities.

The published admission number (PAN) for Year 7 for September 2019 will be **240**.

The Admissions Policy for entrance into our Co-educational Sixth form is given in Section 5.

Section 324 of the Education Act 1996 requires the governing body to admit a girl with a statement of Special Educational Needs that names St Albans Girls' School. We will also admit a girl with an Education, Health and Care Plan (EHCP) that names the school in accordance with Section 43 of the Children and Families Act 2014. These children will count towards the published admission number.

If there are fewer applications than places available all applicants will be admitted. If there are more applications than places available, the criteria outlined below will be used to prioritise applications.

### Oversubscription criteria:

**Rule 1 - Children looked after** and children who were looked after, but ceased to be so because they were adopted (or became subject to a child arrangements order or a special guardianship order).

**Rule 2 - Medical or Social:** Children for whom it can be demonstrated that they have a particular medical or social need to go to the school.

A panel of Hertfordshire County Council officers will determine whether the evidence provided is sufficiently compelling to meet the requirements for this rule. The evidence must relate specifically to the school applied for under Rule 2 and must clearly demonstrate why it is the only school that can meet the child's needs.

**Rule 3 - Siblings living in the priority area:** Children who have a sibling at the school, living in the priority area at the time of application (unless the sibling is in the last year of the normal age-range of the school) Note: the 'normal age range' for our school is Years 7 to 13 as we are an 11-18 school.

**Rule 4 - Children of Staff:** Children of members of staff who have been employed at the school, on a permanent contract, for two or more years at the time at which the application is made, whether full time or part time, teaching or education support staff. Children of a member of staff recruited to fill a vacant post for which there is a demonstrable skill shortage.

For the purpose of this rule, the child of a member of staff is defined as any child for whom a member of staff has parental responsibility. Parental responsibility is defined as:

- He/She is the child's natural mother, natural father or has demonstrable legal parental responsibility, for which evidence is provided. Further information on parental responsibility can be found at:  
[http://www.direct.gov.uk/en/Parents/ParentsRights/DG\\_4002954](http://www.direct.gov.uk/en/Parents/ParentsRights/DG_4002954)

### **Girls living in the priority area**

Parishes/unparished areas or towns in the school's priority area are: St Albans, Sandridge, Aldenham, Colney Heath, Harpenden, Kimpton, London Colney, Redbourn, Shenley, St Michael, St Stephen and Wheathampstead. See map of Admissions Priority Area Appendix 1, to assist as visual reference.

### **Girls who live in the priority area on a proportional basis:**

Places will be allocated to each parish/unparished area or town in the priority area in proportion to the number of applications made. In the event of there being more applications than places available to a particular parish/unparished area or town, places will be allocated as follows:

**Rule 5:** To girls in the priority area for whom STAGS is their nearest Hertfordshire maintained school or academy that is non-faith, non-partially selective and makes provision for children of the relevant gender. If more children qualify than there are places available, those living closest to the school will be prioritised

**Rule 6:** To girls in the priority area for whom it is **not** their nearest Hertfordshire maintained school or academy that is non-faith and non-partially selective and makes provision for children of the relevant gender. These places will be allocated on a random basis.

Any unused places are reallocated to parishes to remain as near to the originally established proportions as possible. This is achieved by considering each place to be redistributed in turn and assigning it to the most under allocated/least over allocated parish.

### **Girls living outside the priority area**

**Rule 7:** Siblings living outside the priority area: Children who live outside the priority area and who have a sibling at the school at the time of application, excluding sisters who a) first entered the school in the Sixth Form (Year 12) or b) are in Year 13 which is the last year of the normal age range of the school.

**Rule 8:** Places will be allocated on a random basis.

Random allocations are undertaken independently of the school by Hertfordshire County Council. Every child's preference is allocated an individual random number between 1 and 1 million when their name has been entered onto the county council's admissions database. If a preference is expressed for St Albans Girls' School, this number will be used in the random allocation process, with the lowest number being given priority.

### **Tiebreak**

These rules are applied in the order they are printed above. If more children qualify under Rules 1, 2, 3, 4 and 5 than there are places available, a tie-break will be used by applying the next rule to those children.

Where there is a need for a tie-breaker where two different addresses measure the same distance from a school, in the case of a block of flats for example the lower door number will be deemed nearest as logically this will be on the ground floor and therefore closer. If there are two identical addresses of separate applicants, the tie break will be random. Every child entered onto the HCC admissions database has an individual random number assigned, between 1 and 1 million, against each preference school. When there is a need for a final tie break the random number is used to allocate the place, with the lowest number given priority.

## **In Year Admissions**

The school is part of the Hertfordshire County Council's coordinated In Year admissions scheme. In-year applications should be made online at [www.hertfordshire.gov.uk/admissions](http://www.hertfordshire.gov.uk/admissions). A paper application form can be requested from the Customer Service Centre, 0300 123 4043.

Places will first be allocated in accordance with rules 1-4 above and then as follows:

**Rule 5:** Children who live in the priority area for whom it is their nearest Hertfordshire maintained school or academy that is non-faith, non-partially selective and makes provision for children of the relevant gender.

If more children qualify under rule 5 than places are available, the tiebreak would be those that live closest to the school.

**Rule 6:** Children in the priority area on a random basis.

**Rule 8:** Children outside the priority area on a random basis.

## **Continuing Interest**

After places have been offered, Hertfordshire County Council will maintain a continuing interest (waiting) list on behalf of the school. A child's position on a CI list will be determined by the admission criteria outlined above and a child's place on the list can change as other children join or leave it. The county council will contact parents/carers if a vacancy becomes available and it can be offered to a child. Continuing interest lists will be maintained for every year group until the summer term (date to be specified and confirmed to parents at the time of allocation). To retain a CI application after this time, parents must make an In Year application.

## **Fair Access**

The school participates in the Hertfordshire County Council's Fair Access protocol and will admit children under this protocol before children on continuing interest.

## **Sixth Form admission arrangements**

The school will admit up to 50 external students to its Sixth Form. Minimum academic entry requirements to study A levels are:

Students must have achieved at least 40 GCSE points, calculated as follows, from their best 8 GCSE results:

- a. For English Language, English Literature and Mathematics: Grade 9 or 8 = 8 points, Grade 7 = 7 points, Grade 6 = 6 points, Grade 5 = 5 points, etc.
- b. For all other subjects: Grade A\* = 8 points, Grade A = 7 points, Grade B = 6 points, Grade C = 5 points, etc.

Students choosing to study Maths and/or Science at A Level, require Grade 7 or above at GCSE in those subjects. For all other subjects, Grade 6 is required in the subject to be studied at A Level. New subjects available for study at A Level, usually require Grade 6 or above in associated GCSE subjects. Full details are on the school website.

If the school is oversubscribed, priority will first be given to:

- a. Children looked after or previously looked after, who meet the academic entry criteria
- b. Children living closest to the school

## **Appeals**

"Parents wishing to appeal who applied through Hertfordshire's online system should log in to their online application and click on the link "register an appeal". Out of county residents and paper applicants should call the Customer Service Centre on 0300 123 4043 to request their registration details and log into [www.hertfordshire.gov.uk/schoolappeals](http://www.hertfordshire.gov.uk/schoolappeals) and click on the link "log into the appeals system"."

### **For In Year Admissions:**

"We will write to you with the outcome of your application and if you have been unsuccessful, we will include registration details to enable you to login and appeal online at [www.hertfordshire.gov.uk/schoolappeals](http://www.hertfordshire.gov.uk/schoolappeals)"

# What Happens When

|                         |  |
|-------------------------|--|
| 3 September 2018        | Online system opens  |
| <b>31 October 2018</b>  | <b>Deadline to apply for a school place</b>  |
| 4 December 2018         | Last date to submit a written explanation giving reasons why your application was late, for your application to be agreed as 'on time'<br><br>If you move house, this is the last date for you to provide evidence of your new address and for it to be considered 'on time' in the allocation process   |
| 31 January 2019         | Applications received after this date will not be offered a school place until the week of 22–26 April 2019  |
| <b>1 March 2019</b>     | <b>National Allocation Day</b> <ul style="list-style-type: none"><li>• Herts County Council will email you the school you have been allocated, if you applied online and confirmed your email address. The online allocation system will be updated with allocations and be made available only after allocation emails have been sent</li><li>• Notification letters will be posted first class only to parents or carers who applied on paper</li><li>• If you applied online, you can use online facilities including appeals and viewing your continuing interest position</li></ul> |
| 1 – 15 March 2019       | Continuing interest lists are created <ul style="list-style-type: none"><li>• Applicants that did not get any higher preference schools will automatically go on the list for those schools</li><li>• Parents or carers should confirm this with schools responsible for their own admissions</li></ul>  |
| 1 – 8 March 2019        | Continuing interest applications open <ul style="list-style-type: none"><li>• There are a small number of Hertfordshire schools that will accept new preferences for the first continuing interest run. Please see <a href="http://www.hertsdirect.org/admissions">www.hertsdirect.org/admissions</a> for details from 1 March 2019</li></ul>  |
| <b>15 March 2019</b>    | <b>Last date for accepting the place offered</b> <ul style="list-style-type: none"><li>• Online applicants must accept the place online</li><li>• Paper applicants should return their response form to the Admissions and Transport team</li></ul>  |
| 18 – 22 March 2019      | First continuing interest run <ul style="list-style-type: none"><li>• Herts County Council will contact you with an offer of a new school place, if you are successful at this first continuing interest run</li></ul>   |
| 25 March – 5 April 2019 | Continuing interest applications open again <ul style="list-style-type: none"><li>• You can add new school preferences for the second continuing interest run</li></ul>  |
| 29 March 2019(by 4pm)   | Last date to register an appeal  |
| 5 April 2019            | Last date to register a change of preferences or for new applications to be added for the second continuing interest run   |
| 22– 26 April 2019       | Second (and final) continuing interest run <ul style="list-style-type: none"><li>• Herts County Council will contact you with an offer of a new school place, if you are successful at this second continuing interest run</li></ul>   |
| May – August 2019       | If school vacancies occur, places will be filled from remaining continuing interest lists.   |
| 3 May – 21 June 2019    | School place appeals take place during this period   |
| 25 July 2019            | Continuing interest for secondary schools close on 24 July 2019. To retain your continuing interest, you will need to make an in year application.   |



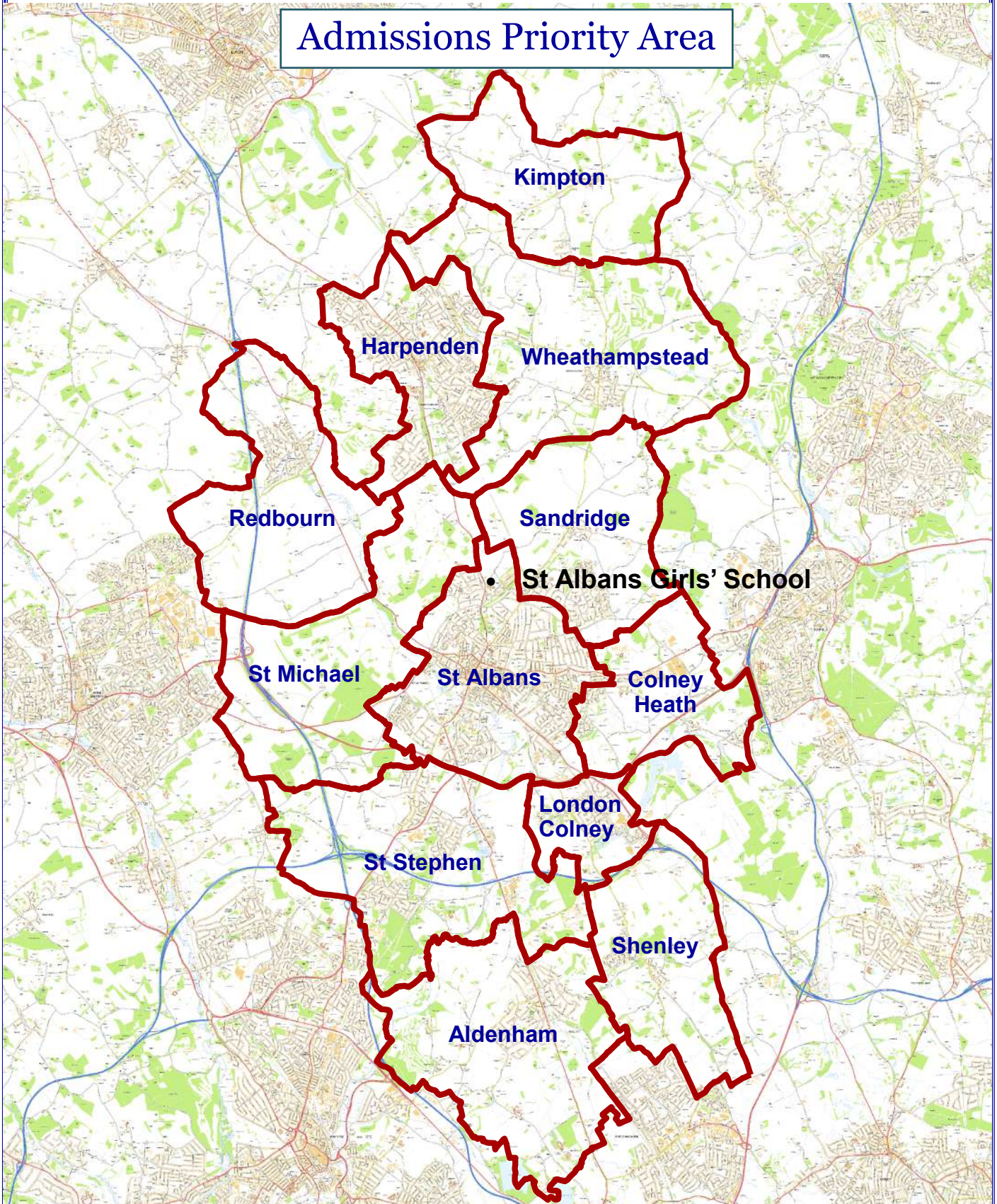


# St Albans Girls' School

Specialist Business and Enterprise Academy



## Admissions Priority Area



### Key

- St Albans Girls' School
- ▭ Parishes/towns & Unparished areas in the Priority Area

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# School Buses and Transport

## **Greenwood Bus Services (dedicated school bus)**

### **Two Buses serve:**

- **Borehamwood, Shenley, Radlett, Frogmore, Park Street**
  - **Bricket Wood, How Wood, Chiswell Green, Verulam Estate**
- Buses stop at a number of dedicated points which are set out on an exact timetable which will be sent with your pass.
- Ann Hayward: Tel: 07905 201228  
email: [Greenwoodbusservice@gmail.com](mailto:Greenwoodbusservice@gmail.com)

## **E446 – Welham Travel**

- **Bus serves Kimpton, Blackmore End, Wheathampstead, St Albans Girls' School**  
[Welhamtravel@btconnect.com](mailto:Welhamtravel@btconnect.com)  
Welham Travel: 01707-334040
- Herts County Council Passenger Transport Unit – Bus Passes/home to school transport  
Tel: 0300 123 4050 [www.hertfordshire.gov.uk/services/schools-and-education/school-admissions/home-to-school-transport](http://www.hertfordshire.gov.uk/services/schools-and-education/school-admissions/home-to-school-transport)

## **PUBLIC BUSES**

### **84 Metroline**

**Buses serve New Barnet, Potters Bar, South Mimms, London Colney, St Albans City Centre and St Albans Girls' School (on site)**

Metroline 01707-347700 [www.metroline.co.uk](http://www.metroline.co.uk)

### **300, 301**

Buses serve Welwyn Garden City, Hatfield, Fleetville (Hatfield Road), St Albans City Station, St Albans City Centre and St Albans City Hospital

### **305**

Buses serve Brookmans Park, Welham Green, Colney Heath, Smallford, Fleetville, St Albans City Station, St Albans City Centre, Green Lane

### **321**

Buses serve Luton, Harpenden and St Albans (Sandridgebury Lane) Watford

### **653**

Buses serve Welwyn Garden City, Hatfield, Jersey Farm, Marshalswick, New Greens

For further information please contact:

[www.hertfordshire.gov.uk/services/schools-and-education/school-admissions/home-to-school-transport](http://www.hertfordshire.gov.uk/services/schools-and-education/school-admissions/home-to-school-transport) or [www.intalink.org.uk](http://www.intalink.org.uk)



## Working Day Visits

If you would like to attend one of our Working Day Visits as listed below, please contact our Reception on **01727-853134** to book a place. They will include a tour of the school and a question and answer session with a member of our Senior Leadership Team and will last approximately an hour. You are welcome to bring your daughter.

| DAY       | DATE       | TIME    |
|-----------|------------|---------|
| Monday    | 8 October  | 11.00am |
| Tuesday   | 9 October  | 9.40am  |
| Wednesday | 10 October | 12.00pm |
| Thursday  | 11 October | 2.20pm  |
|           |            |         |
| Monday    | 15 October | 11.00am |
| Tuesday   | 16 October | 8.35am  |
| Friday    | 19 October | 12.00pm |
|           |            |         |
| Tuesday   | 23 October | 9.40am  |
| Wednesday | 24 October | 2.20pm  |

## Useful Information for Moving On 2019

If you are a Hertfordshire resident you should make an on-line application at:

[www.hertsdirect.org/admissions](http://www.hertsdirect.org/admissions)

If your child lives outside Hertfordshire,  
please contact your own local authority for details on how to apply

Hertfordshire County Council administer our admission allocations, for help and support please contact the Customer Service Centre on: **0300-123-4043**

