

## YEAR 7 ADMISSIONS 2022-2023





# St Albans Girls' School



## Determined Admissions Arrangements for 2022-23 (Single Sex)

### Determined Admission Arrangements for 2022/23

#### 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 2022 will be **240**.

All applicants must complete the Hertfordshire County Council's **Common Application Form (CAF)** indicating your preferred schools, including St Albans Girls' School, in rank order of preference. The completed CAF should be returned to Hertfordshire County Council at [www.hertfordshire.gov.uk/admissions](http://www.hertfordshire.gov.uk/admissions) or by post to HCC, CHR 102, County Hall, Pegs Lane, Hertfordshire SG13 8DQ.

The Admissions Policy for entrance into our Co-educational Sixth form is given in **Appendix 4**.

If the School receives more applications than places available, the following criteria will be applied to in the order printed below to prioritise applications.

Girls with an Education, Health and Care Plan (EHCP) that naming the school in accordance with Section 324 of the Education Act 1996 and Section 43 of the Children and Families Act 2014 must be admitted and will count towards the published admission number.

#### Oversubscription criteria:

**Rule 1 – Children looked after and children who were previously looked after**, 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 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.



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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)

**Rule 5** – Children who, at the closing date of application, attend the following priority primary school: Beech Hyde primary school and nursery

## **Priority area for St Albans Girls' School**

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 living in the priority area:**

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 6:** 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 7:** 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.



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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 8:** 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 9:** 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.

Further details about the parish proportionality calculation are attached at Appendix 2 of these arrangements. Definitions and explanations are attached at Appendix 3.

## **Tiebreak**

These rules are applied in the order they are printed above. If more children qualify under Rules 1, 2, 3, 4, 5 and 6 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 1-5 above and then as follows:



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**Rule 6:** 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 7:** Children in the priority area on a random basis.

**Rule 8:** 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 9:** 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. If necessary the school will admit over the Published Admission Numbers.

## 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:

Hertfordshire County Council 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)





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## Sixth Form Admissions

Admission to the Sixth Form will be for any student (existing St Albans Girls' School or new to the school) who meets the minimum academic standards expected as set out in the Sixth Form Prospectus.

The PAN for external students is **100**.

### Minimum academic entry requirements to study A levels

Students must have achieved at least 40 GCSE points, calculated as follows, from their best 8 GCSE results: Grade 9 = 9 points, Grade 8 = 8 points, Grade 7 = 7 points, Grade 6 = 6 points, Grade 5 = 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.

In the event of oversubscription to the Sixth Form places will be offered by applying the following criteria in the order given:-

**Rule 1 – Children looked after and children who were previously looked after**, 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 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

**Rule 3:** Sibling. Children with a sibling already at the school at the time of application where there is a reasonable expectation that the sibling will continue to be attending the school at the start of the new academic year

**Rule 4:** Children of staff

**Rule 5:** Children who live nearest to the school.

**Continued interest list:** all unsuccessful applicants will be added to the school's continued interest list. Any places which become available will be allocated in accordance with the admission rules set out in this document in relation to Sixth Form entry and the over-subscription criteria.

All unsuccessful Sixth Form applicants have the right to appeal and St Albans Girls' School must admit any student who is admitted through the appeal process. The governors' admissions panel will oversee all sixth form appeals. Any such students take precedence over the continued interest list.

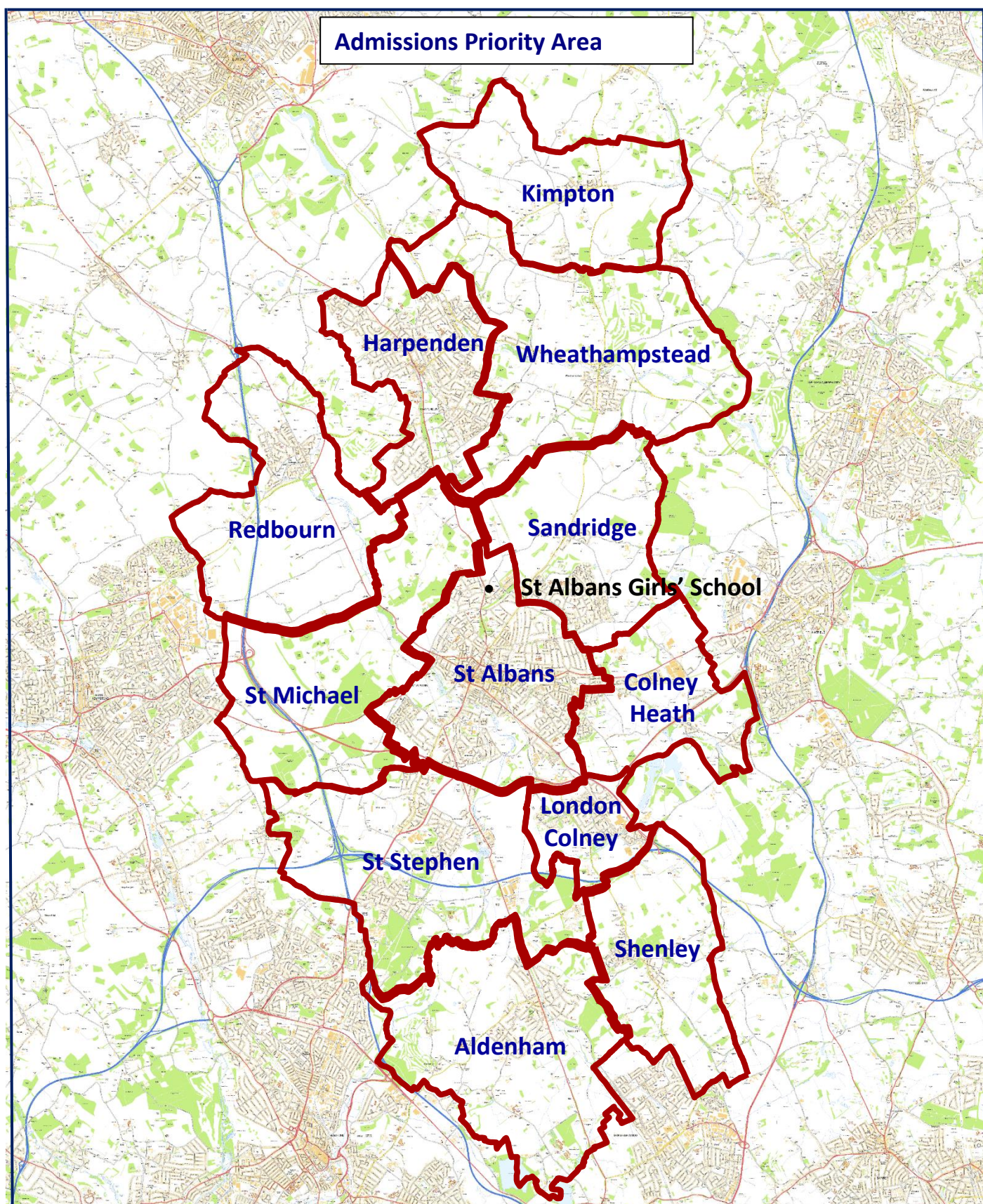
Tie break: In the event of two identical applications, the tie break will be random. For further guidance on our sixth form provision and an application form, please visit

<https://www.stags.herts.sch.uk/page/?title=Sixth+Form&pid=12>

## What Happens When

1 September 2021	Online system opens for you to apply online
<b>31 October 2021</b>	<b>Deadline to apply for a school place</b>
3 December 2021	<ul style="list-style-type: none"> <li>Last date to submit a written explanation giving reasons why your application was late, for your application to be agreed as 'on time'.</li> <li>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.</li> </ul>
31 January 2022	Applications received after this date will not be offered a school place until the week of 25 – 29 April 2022.
<b>1 March 2022</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.</li> <li>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 opting out, making a new application and submitting an appeal.</li> </ul>
1 – 15 March 2022	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> <li>Email <a href="mailto:transfer.admissions@hertfordshire.gov.uk">transfer.admissions@hertfordshire.gov.uk</a> if you do not want your child to remain on continuing interest lists</li> </ul>
1 – 8 March 2022	<b>Continuing interest applications open</b> <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 2022.</li> </ul>
<b>15 March 2022</b>	<b>Last date to accept the place offered</b> <ul style="list-style-type: none"> <li>Online applicants should accept the place online</li> <li>Paper applicants should return their response form to the Admissions and Transport Team.</li> </ul>
21 – 25 March 2022	<b>First continuing interest run</b> <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>
28 March – 8 April 2022	Continuing interest applications open again <ul style="list-style-type: none"> <li>You can add new school preferences for all schools for the second run of continuing interest.</li> </ul>
1 April 2022 (4pm)	Last date to register an appeal.
8 April 2022	Last date to register a change of preferences or for new applications to be added for the second continuing interest run.
25 -29 April 2022	<b>Second (and final) continuing interest run</b> <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>
6 May – 21 June 2022	School place appeals take place during this period (excluding 30 May – 3 June).
May – July 2022	If school vacancies occur, places will be filled from remaining continuing interest lists.
22 July 2022	Continuing Interest lists for Year 7 (secondary school) close on 21 July 2022. To retain your continuing interest for a Hertfordshire secondary school you will need to make an in year application from 22 July 2022.





## Key

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

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# St Albans Girls' School



## School Buses and Transport

St Albans Girls' School is served by a variety of private and public bus services that ensure your daughter can travel to school. However, St Albans Girls' School provides no school transport.

It is a Parents/Carers responsibility to ensure that, if they accept a place at STAGS, their daughter can arrive at school on time and travel to and from school safely.

The school does not organise any buses for the students, but there are buses, organised by parents/Herts County Council, available from the following areas:-

### **Greenwood Bus Services (dedicated school bus/private bus service)**

Two Buses serve:

- Service 1 - Borehamwood, Shenley, Radlett, Frogmore, Park Street
- Service 2 - 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. Prices are dependent on route and are subject to change. Please contact Ann Hayward for details.

Ann Hayward: Tel: 07905 201228

email: [Greenwoodbusservice@gmail.com](mailto:Greenwoodbusservice@gmail.com)

### **E446 - Hertfordshire County Council Bus Service**

Parents of students who are entitled to free school transport can apply for this through Admissions and Transport at Hertfordshire County Council. This should be done as soon as is possible and once

Admissions and Transport have been contacted then they will send out forms for the parent to complete.

Spare seats on a vehicle are allocated last and HCC do not process these until the new school year has started and they have ensured that all entitled children are dealt with. Parents should contact HCC directly once the 2021/22 academic year has started if they wish to pay for a spare seat on the E446.

Bus serves Kimpton, Blackmore End, Wheathampstead, St. Albans Girls' School.

Please contact Herts County Council Admissions and Transport for more details: Tel: 0300 123 4040

email: [school.ticketing@hertfordshire.gov.uk](mailto:school.ticketing@hertfordshire.gov.uk). This bus service is operated for Herts County Council by Richard Taylor Travel. **Parents must apply via Herts County Council.** The following contact details are just for enquiries/lost property 01462 442409, email: [rtaylor2004@tiscali.co.uk](mailto:rtaylor2004@tiscali.co.uk)

## Public Buses

**84 and 84A Metroline** Buses serve Barnet, Potters Bar, South Mimms, London Colney, St Albans City Centre and St Albans Girls' School (bus comes on site twice in the morning and two buses collect at 3.20pm)

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, St Albans and Watford (stops on Harpenden Road/Sandridgebury Lane)

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)

Arriva Buses [www.intalink.org.uk](http://www.intalink.org.uk) 0344 8004411

## Metrolink Buses Serving St Albans Girls' School

### General Information

Metrolink bus route 84 provides a 7 day a week service between New Barnet and St Albans via Potters Bar, South Mimms, London Colney, Cell Barnes and St Albans. The service runs from early morning until late evening at intervals of around 30 minutes during weekday daytimes (half-hourly beyond Potters Bar to New Barnet).

Two morning journeys (one from New Barnet, the other starting at Potters Bar) are extended to STAGS on schooldays and vice versa in the afternoons. The one from New Barnet is an ordinary service bus available to the general public whilst the Potters Bar bus is solely for students. Students are asked to use the most appropriate bus for their journey to avoid either bus becoming too full.

### Bus times

Full timetable details can be found on the Metrolink website at [www.metroline.co.uk/country-routes](http://www.metroline.co.uk/country-routes). Timetable booklets are also available on the buses. Enquiries can be made at Potters Bar bus garage on 01707 347700 during office hours Monday to Friday, email [routes84and242@metroline.co.uk](mailto:routes84and242@metroline.co.uk)

Details of any service delays or disruption are given out on Twitter **@MetrolineH**, which we recommend you follow.

### Fares

Adult and child single and day return fares are available from the driver at any time of day on route 84. There is also a range of day, weekly and monthly tickets which can be bought on bus, details of which can be found at [www.metroline.co.uk/country-routes](http://www.metroline.co.uk/country-routes), see 'Our Fares and Tickets'. We now take contactless cards for fares up to £45, any fare above this can be bought on the app or in cash. They will give change when available but exact fares are helpful.

Metrolink also offer 'm-tickets' on smartphone through the free INTALINK app. These period tickets can be bought using debit/credit card or Pingit and are sold at a discount to the on-bus versions, offering the best value for money in most cases. New ticket types are added from time to time.

### Scholars' tickets

Metrolink offer discounted tickets covering half a term at time. There is a 'Rover' version which includes route 242 (Potters Bar – Waltham Cross) as well as route 84 and St Albans Bus Net ticket which can be purchased weekly on the bus or via the intalink app both valid to and from STAGS on the schoolday journeys. These tickets can currently only be bought on bus, at the start of each half-term, but can be used at any time including weekends until their expiry date. Prices are shown at [www.metroline.co.uk/country-routes](http://www.metroline.co.uk/country-routes) each term.

### Hertfordshire SaverCards

Child fares are only be available to under-11s, unless in possession of a valid SaverCard issued by Hertfordshire County Council. Details of these are available at [www.intalink.org.uk](http://www.intalink.org.uk). The card should be placed on the reader on top of the bus ticket machine in order to obtain the child fare. This applies to all 11-18 year olds, otherwise adult fares are charged. (As an alternative, a Transport for London Child Oyster photocard may be used to obtain the child discount but only up to age 16 and only for journeys starting or finishing within the Greater London area).

## Working Day Visits 2021

We are again extending our Open Mornings so that you have more of an opportunity to meet us during the school day, booking details will be available on our website at the beginning of the Autumn Term. 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. To ensure safety and social distancing we ask that **only Year 6 students and one parent/carers attend these visits.**

**All arrangements are subject to change for government guidance about school openings and event size. Any amendments will be posted on our website and through our school social media account.**

DAY	DATE	TIME
Monday	27 September	11.20am
Wednesday	29 September	8.55am
Thursday	30 September	10.00am
Monday	4 October	10.00am
Tuesday	5 October	12.25pm
Wednesday	6 October	11.20am
Tuesday	12 October	11.20am
Wednesday	13 October	12.25pm
Thursday	14 October	12.25pm
Monday	18 October	8.55am
Wednesday	20 October	10.00am
Thursday	21 October	11.20am

## Useful Information for Moving On 2021

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**





## St Albans Girls' School

**Head Teacher: Mrs M Chapman**

Sandridgebury Lane, St Albans,  
Hertfordshire, AL3 6DB

Tel: 01727 853134

E-mail: [admin@stags.herts.sch.uk](mailto:admin@stags.herts.sch.uk)

[www.stags.herts.sch.uk](http://www.stags.herts.sch.uk)

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