



## **Slough Consortium of Grammar Schools**

**Guide to the 11+ Entrance Examination**

***For entry to Year 7 in September 2024***

**Herschel Grammar School**

**Langley Grammar School**

**St Bernard's Catholic Grammar School**

**Upton Court Grammar School**

## Key dates for September 2024 admission

|   |   |
|---|---|
| <b>Thursday<br/>27th April 2023</b>     | Registration opens.<br>The registration form is completed online through a portal which can be accessed from the link on any of the Consortium grammar school websites or directly at <a href="https://slough.applicaa.com">https://slough.applicaa.com</a> |
| <b>Monday<br/>12th June 2023</b>        | Registration closes at 10.00am.<br><b><i>Late applications will NOT be accepted unless there are exceptional circumstances.</i></b>   |
| <b>Saturday<br/>16th September 2023</b> | 11+ entrance examinations take place at examination centres for all registered children.  |
| <b>Mid-October 2023</b>                 | Parents notified of results of 11+ entrance examination in time for completion of Common Application Form.  |
| <b>Tuesday<br/>31st October 2023</b>    | Deadline for submission of Common Application Form to home local authority.   |
| <b>Friday<br/>1st March 2024</b>        | Notification of allocation of school places by home local authority.<br>Formal offers from schools will follow as soon as possible afterwards.  |

## 1. The Slough Consortium of Grammar Schools

The four grammar schools in Slough operate as a consortium for the purposes of the 11+ entrance examination. The schools use a common 11+ entrance examination and administer it according to common procedures. A child sits just one 11+ examination, irrespective of how many of the Slough Consortium grammar schools parents are applying to.

## 2. School Admissions Code

The current [School Admissions Code](#) was introduced in September 2021 and applies to all applications for school places in September 2024.

The Code requires that the results of selection tests must be made available to parents before the final deadline for submission of the Common Application Form (CAF). This is intended to support parents in making an informed choice of schools.

## 3. Testing and application process

- a) If you are thinking of applying to one or more of the four grammar schools in Slough, the first step is to register your child to take the Consortium 11+ entrance examination.

You must complete the **online registration form**, available from **Thursday 27<sup>th</sup> April 2023**, which can be accessed through the Consortium portal at <https://slough.applicaa.com>.

Your details will be held on the central Consortium database. Please ensure you have a recent digital photograph of your child to upload as your registration cannot be completed without it.

You will be given a userID and will be asked to create a password **which you must keep to be able to access your child's results**. You will need the same userID and password if you choose to make an appeal at a later date.

The **only purpose** of registration is to enable your child to sit the 11+ entrance examination, and the Consortium will order one set of examination papers for your child. Please therefore ensure that you complete the registration process **once** only.

**Registering for the 11+ examination is NOT an application for a place at a particular school, and is NOT considered to be an expression of interest in any particular school.**

At this stage you are simply asking for your child to sit the Consortium 11+ entrance examination. On the basis of the result of that test, you may choose to apply to one or more Slough Consortium grammar schools, or none at all.

The **deadline** for registration is **10.00am on Monday 12th June 2023**. Late applications will **NOT** be accepted unless there are exceptional circumstances.

- b) The next step is for your child to actually sit the 11+ entrance examination. Testing will take place on **Saturday 16th September 2023** for all candidates whatever their home address or current primary school.

There will be four test centres in Slough. At the point of registration you will be able to indicate your preference for a testing centre, but this is a preference **only**.

You will be advised of your test centre and test arrangements by email before the end of the summer term, using the email address you have provided on the registration website. This information will be sent again in early September. Your child will be invited to a specific morning or afternoon session and **this cannot be changed**.

- c) You will be able to access the results of the 11+ entrance examination online in time for you to consider your choice of schools and to complete your Common Application Form (CAF) before the deadline of **Tuesday 31st October 2023**. As papers are externally marked by the test provider, a specific date cannot be given for publication of results.

Having thought carefully about which schools to apply for, you must then complete the CAF for your home local authority by 31 October 2023. You must include any school for which you wish your child to be considered, and you must place grammar schools higher in your order of preference than non-selective schools, if your priority is for your child to attend a grammar school.

- d) The grammar schools will supply the 11+ entrance examination scores to Slough Local Authority, together with any specific over subscription criteria which will need to be applied.
- e) Slough Local Authority will coordinate the process and allocate each child a place at the highest -ranked school on their CAF for which they are eligible. Where a pupil can be placed at more than one school the offer will be for the highest ranked school where places are available.
- f) The home local authority notifies parents of the allocation of school places on **Friday 1st March 2024**. The grammar schools are their own admissions authorities. This means the formal offer of a place comes from the grammar school itself, and will be made as soon as possible after the national allocation day. The offer of a place must be **accepted directly with the school** in addition to accepting the place with your local authority.

#### 4. Format of the 11+ entrance examination

The Consortium 11+ entrance examination is provided by the **GL Assessment**. The examination consists of **two** separate papers, each of approximately 60-65 minutes duration. One paper will test verbal skills - a combination of verbal reasoning and English. The other paper will test non-verbal reasoning and mathematics.

Questions on both papers have a range of answer formats. Pupils indicate their answers on a separate answer sheet which is marked by computer and must be filled in **exactly** as directed in the instructions. The question booklet **will not** be marked and answers cannot be transcribed to the answer sheet after the examination.

11+ familiarisation material published by the test provider will be placed on the websites of the Consortium grammar schools and will give examples of the question and answer formats.

#### 5. Access Arrangements

Extra time may be available for pupils with special educational needs. This is **up to 25%** for each paper. The registration form on the Consortium portal has a section for you to request additional time, as it must be requested in advance of the test date. **Professionally supported evidence of your child's need will be required**; this must be sent to the Consortium as requested during the registration process and received no later than **Monday 19th June 2023** at 3.00pm. Details of what would constitute acceptable evidence will be emailed to you once your child's registration is received.

A general rule would be that if your child regularly receives additional time to complete assignments in school, they may be eligible for additional time in the 11+ entrance examination. Your child's primary school will be asked for information about the regular provision for your child. There may also be other reasons for special consideration, eg visual impairment or physical disability.

If your child has an Education Health and Care plan, there are separate consultation processes for secondary school application, and you should speak with your local authority. However, you should still register your child for the 11+ examination using the Consortium portal.

Details of the access arrangements that have been agreed by the Slough Consortium will be passed to any other schools for which you have registered your child and requested the score to be shared.

## 6. Illness and special consideration

If your child is ill on the test day, you should contact the test centre as soon as possible. There will be someone at the test centre you can talk to and explain the circumstances.

**Please do not let your child sit the examination if they are unwell. Alternative arrangements will be made for your child to sit the test at a later date if they have been ill.** Supporting medical evidence such as a doctor's note may be required in the event of illness.

Similarly, please do not let your child sit the test if there has been a family trauma of any sort immediately prior to the test. If this is the case, you should contact the test centre to explain the situation, and special consideration may be possible in allowing your child to sit the test at a later date.

## 7. Test results and standardisation

Papers are marked by GL Assessment, who then carry out a standardisation process. This is a statistical procedure whereby raw scores (number of questions answered correctly) are converted to standardised scores to make it fair for candidates of all ages. Standardisation takes into account how a child has performed compared with the average performance of all the children taking each test in the Consortium **and** how the child has performed in each test compared with children of similar age.

The procedure results in a fair score for all children whether born at the beginning, in the middle or at the end of the academic year. Children do not have marks added because they are born in August, or taken away if they have a September birthday - it really isn't as simple as that! Standardisation also means that it is possible for children to gain a high standardised score whilst getting some questions wrong or failing to complete all the questions.

## 8. Notification of test results

The 11+ results will be made available to view online via the Consortium portal. This will be in October before the deadline for submission of the common application form. The 11+ result notified to you will be the **standardised score** across both papers. The raw scores attained by candidates are not supplied to the schools and therefore will **not** be given to parents.

## 9. Other schools using the same test

Some parents may be considering applying to one of the grammar schools in Reading as well as one or more of the Slough consortium grammar schools, or to other grammar schools in the London area.

**Please note that following the change of test provider to GL Assessment, the previous arrangements where some schools used the same test as the Slough Consortium no longer apply.** In Reading, Kendrick School (which is for girls) and Reading School (for boys) use different testing procedures to Slough. There is no facility for sharing scores between the schools any more.

There are a number of grammar schools around the London area, all of which have different arrangements for testing. As there only two or three weekends in the early Autumn term on which it is possible to run the 11+ tests, there will inevitably be schools running tests on the same day.

The Slough grammar schools primarily serve the interests of children already living in Slough and the surrounding area. We have taken reasonable steps to avoid clashes with other entrance tests where this is possible. If you register your child to sit entrance tests elsewhere and there is a clash of dates, you must choose the school or consortium you regard as your top priority and your child must sit that test on Saturday 16th September 2023 at that centre.

A **single** alternative test date will be available for applicants who cannot attend on Saturday 16th September 2023 for religious or medical reasons. **However, there are no opportunities to take the test at a later date because of clashes.**

## 10. Completing the Common Application Form

You must complete the Common Application Form (CAF) for your home local authority by **Tuesday 31st October 2023**. The CAF is available from the beginning of September and is normally completed online. The format varies between local authorities but in all cases you will receive a unique log-in and can change preferences anytime up to the closing date.

The number of schools to which you can apply depends on where you live; parents in Slough have six choices, but other areas may differ. On the CAF you must state **all** the state schools you wish to apply for including grammar schools both **in and outside** of your home local authority.

The address you give on the CAF **must** be your permanent address on the closing date of 31 October 2023, and you may be asked for proof of this address. **Please ensure that you notify any change of address to both your local authority and the Slough Consortium of Grammar Schools.**

You should rank your choices of school in your preferred order, irrespective of how likely or unlikely you believe the probability of being offered a place. All preferences are considered using the over-subscription criteria for each school. If you would prefer a grammar school for your child, you should place grammar schools highest on your preference list. This will ensure that if a grammar school place can be offered, it will have priority over the non-selective schools that might also be able to offer a place based on the distance you live from the school.

It is essential that you place the schools on the CAF in your genuine order of preference. If you place a non-selective school above a grammar school on the CAF, the local authority will assume that is your preferred choice; if your child was eligible for the non-selective school and also scored high enough in the 11+ entrance examination to be eligible for a grammar school place, they would be allocated a place at the non-selective as it is the preferred school.

Additionally, there is no such thing as 'tactical placing' of schools in a particular order. Schools do not know where you have placed them in the order of preference. Our advice is simply to ***list the schools to which you are applying in your genuinely preferred order.***

Local authorities will make offers to eligible pupils using the stated admission criteria for each school. **It is therefore very important to find out the particular admission requirements for each school in which you are interested.** These will be published on each school's website.

## 11. Allocation of places

If you live outside Slough and are applying to any Slough schools, your home local authority will send your application information through to Slough Local Authority. All preferences are considered using the over-subscription criteria for each school. Where a pupil could be placed at more than one school the offer will be for the highest ranked school where places are available.

You will be notified which school your son or daughter has been allocated through your local authority on 1st March 2024 - this is the national allocation day. Grammar schools are their own admissions authorities - the formal offer of a place comes from the grammar school itself, and will be made, as soon as possible after the national allocation day. You must confirm acceptance of the place with both the local authority and the school, or the school may assume you are no longer interested and offer the place to another child.

## 12. Waiting lists

If your child cannot be offered a place at your preferred school, they will be allocated a lower preference. They will also be placed on the waiting list of any school higher up your order of preference, but for which you have not been offered a place. These waiting lists will remain in place until 31st December 2024, ie the end of your child's first term in Year 7.

After 1st March, further rounds of allocations from the waiting lists will be made as places in schools are accepted and rejected. You will not necessarily be consulted about this, as the Local Authority regard your CAF preferences as a set of instructions which they will try and fulfil.

It is very important that you tell your local authority if you want to be taken off the waiting lists of any higher-preference schools., for example if you change your mind about your order of preference, or you are happy with the allocation you have received.

### 13. Appeals

There is no process to appeal your child's 11+ score - there is no mechanism to do that. However, as parents, you do have the right to appeal against a decision by a particular school not to admit your child. This means that once your child has been allocated a school place on 1st March 2024, you can appeal to the school or schools higher up your order of preference on your CAF that did not offer your child a place.

After you have received your school allocation on 1st March, you would have a maximum of 20 school days in which to lodge an appeal. Appeals are heard on behalf of each school separately by an independent appeals panel. The appeal hearings must take place within 40 school days of the request being received.

There are therefore two possible reasons for an appeal to a grammar school.

- 1) The first is that your son or daughter scored **more than 111** on the 11+ test, but due to oversubscription was not offered a place at a school to which you had applied. There were more applicants than places available, and after the oversubscription criteria had been applied, your child was not offered a place. The most common reason for this would be that the school was allocating its last places in rank order of score and has cut off at a score higher than that obtained by your child.
- 2) The second reason is that your son or daughter scored **below 111** on the 11+ test, and was therefore not eligible for consideration. If you are in this position you may believe that the 11+ score was not a fair reflection of your child's ability. Remember that it is not possible to appeal your child's 11+ score itself. You only have the right to appeal against a decision not to offer a place. Therefore if you intend to appeal in the belief that you son or daughter did not perform according to their ability in the 11+ test, you must **name at least one grammar school** on the CAF. This is because you can only appeal against a decision not to admit your son or daughter – and that decision can only be made if you actually apply.

You should note that if you do appeal, it could be mid-June before you know whether or not your appeal has been successful – this is some 9 months after your son or daughter will have sat the 11+ examination.

## 14. Slough Consortium grammar schools – contact details

General contact details for the four schools in the Slough Consortium are shown below.

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|---|---|---|
| <b>Herschel Grammar School</b><br>Northampton Avenue<br>Slough<br>Berkshire<br>SL1 3BW          | Tel: 01753 520950<br>email: <a href="mailto:mail@herschel.slough.sch.uk">mail@herschel.slough.sch.uk</a><br>Web: <a href="http://www.herschel.slough.sch.uk">www.herschel.slough.sch.uk</a>                         |    |
| <b>Langley Grammar School</b><br>Reddington Drive<br>Langley<br>Berkshire<br>SL3 7QS            | Tel: 01753 598300<br>email: <a href="mailto:admissions@lgs.slough.sch.uk">admissions@lgs.slough.sch.uk</a><br>Web: <a href="http://www.lgs.slough.sch.uk">www.lgs.slough.sch.uk</a>                                 |    |
| <b>St Bernard's Catholic Grammar School</b><br>1 Langley Road<br>Slough<br>Berkshire<br>SL3 7AF | Tel: 01753 527020<br>email: <a href="mailto:admissions@st-bernards.slough.sch.uk">admissions@st-bernards.slough.sch.uk</a><br>Web: <a href="http://www.st-bernards.slough.sch.uk">www.st-bernards.slough.sch.uk</a> |   |
| <b>Upton Court Grammar School</b><br>Lascelles Road<br>Upton<br>Slough<br>Berkshire<br>SL3 7PR  | Tel: 01753 522892<br>email: <a href="mailto:office@uptoncourtgrammar.org.uk">office@uptoncourtgrammar.org.uk</a><br>Web: <a href="http://www.uptoncourtgrammar.org.uk">www.uptoncourtgrammar.org.uk</a>             |  |