



YEAR 7 ADMISSION SEPTEMBER 2025

Urmston Grammar
Newton Road
Urmston
Manchester
M41 5UG

Telephone: 0161 748 2875
Email: admissions@urmstongrammar.org.uk
Web site: www.urmstongrammar.org.uk
Headteacher: Mrs R S Wall

Urmston Grammar is a highly successful co-educational 11-18 selective academy with admission normally taking place at 11 and 16 years.

Admission arrangements for boys and girls who will be 11 years of age by September 2025.

Applicants **must** have a date of birth between 1st September 2013 and 31st August 2014

The Admission Authority for this school is the Governing Body
and the intended admission number for 2025 is 150.

ENTRANCE EXAMINATION DATE

Monday 16th September 2024

Urmston Grammar is part of the Trafford Grammar Schools GL Consortium and will use examination papers in the entrance examination provided by GL Assessment. (Altrincham Grammar School for Boys, Altrincham Grammar School for Girls, Sale Grammar School, Stretford Grammar School and Urmston Grammar are known as The Trafford Grammar Schools GL Consortium).

In accordance with the Co-ordinated Admission Arrangements, all parents will be notified of the outcome of their application by their Local Authority on or about 1st March 2025 (National Offer Day). Late applications may not be considered until after 1st March 2025.

Please consult individual websites for further specific information including the admissions policy for each school.

Altrincham Grammar School for Boys Marlborough Road, Bowdon, Altrincham, Cheshire WA14 2RS www.agsb.co.uk	Single sex – boys only
Altrincham Grammar School for Girls Cavendish Road, Bowdon, Altrincham, Cheshire WA14 NL www.aggs.bright-futures.co.uk	Single sex – girls only
Sale Grammar School Marsland Road, Sale, Cheshire M33 3NH www.salegrammar.co.uk	Mixed – girls and boys
Stretford Grammar School Granby Road, Stretford, Manchester M32 8JB www.stretfordgrammar.com	Mixed – girls and boys
Urmston Grammar School Newton Road, Urmston, Manchester M41 5UG www.urmstongrammar.org.uk	Mixed – girls and boys

Application & Admission Process

Altrincham Grammar School for Boys, Altrincham Grammar School for Girls, Sale Grammar School, Stretford Grammar School, and Urmston Grammar are using the same entrance examination and consequently your child can only sit **one** examination at one centre.

How to apply for a place at Urmston Grammar

Please enter your child for the entrance examination by completing the online registration form available at:

[Admission of children to Year 7 for September 2025](#)

You only need to register for the exam at one school within the Trafford Grammar Schools GL Consortium, but you must state where you want your child to sit the examination and which schools you wish to receive a total standardised result for. Scores cannot be retrospectively shared between the schools after the standardisation process has taken place. **Only boys can sit the examination at Altrincham Grammar School for Boys and only girls can sit at Altrincham Grammar School for Girls.**

Applications open at **12 noon on Thursday 25th April 2024** and close at **12 noon on Friday 21st June 2024**. Late applications cannot be considered until after the 1st March 2025.

Upon receipt of your application to sit the entrance exam, the Resource Centre will send you an email confirming that your child has been registered for the exam. This may take up to 48hrs to receive.

In the event our exam centre reaches its maximum capacity then ALL spaces will be reallocated by gender and distance, those living closest to the centre will be given priority.

You must also complete your Local Authority's Common Application Form (CAF). In Trafford, this must be submitted to them by **31st October 2024**. If you reside outside of Trafford, please check the return date specified

by your Local Authority. If you wish your child to be considered for a place at this school, you must ensure that you have **named** Urmston Grammar as a preference when completing your Common Application Form (CAF).

By **Tuesday 10th September 2024** you should have received the final details for the examination, which will include information advising arrival time and venue, along with the Special Circumstances Form and Attendance Form which will be posted 1st class to the home address of all applicants. The applicant **MUST bring the attendance form on the day of the exam, complete with photograph of your child securely attached as instructed on the form.** Failure to bring this form on the day will result in your child not being able to sit the examination on that day. You may use the **Special Circumstance Form** to record exceptional circumstances which may have affected your child prior to the examination, or on the day of the examination itself. If you have not received this information **by Tuesday 10th September 2024**, contact us by emailing admissions@urmstongrammar.org.uk with your child's name, date of birth, and address.

The Entrance Exam

The entrance exam will consist of two tests, each approximately one hour in length, containing questions that assess verbal, non-verbal and mathematics skills. For each element there will be a range of different types of questions.

Questions that test verbal ability skills may include questions relating to word choice, knowledge of words and their meanings and how words relate to each other. Students may also be asked questions that relate to verbal reasoning comprehension skills.

Questions that test non-verbal ability skills may include questions relating to relationships between shapes and sequences of shapes, identification of common features from a set of figures and applying them to a new figure, codes and spatial awareness questions.

Questions that test mathematics skills generally cover content taught in schools up to the start of Year 6. The areas assessed typically include aspects of number, measurement, geometry and statistics. Some questions may involve using current mathematical skills to solve mathematical problems.

There will be a short break between the two tests for a toilet break and/or drink/light snack. **No refreshments are provided by the school.**

If your child does have to leave the room because of illness and subsequently goes home, please complete and return the Special Circumstances Form as soon as possible giving full details. We will then contact you.

Exam Results

You will receive your child's total standardised score prior to **31st October 2024** in time for you to complete your Common Application Form (CAF). Success in the entrance exam will not mean your child automatically receives a place at this School.

The exam scores will be standardised according to age.

Qualification

The qualifying score will be achieved by those candidates who score **334 or 334R** and above in the exam, please view 'Our Allocation Process' in our [Admissions Policy 2025](#)

Oversubscription Criteria and how places are awarded:

Where the number of eligible applicants who meet the published academic requirements or who qualify for admissions to Urmston Grammar exceeds the number of places available in the relevant year group, the following criteria will be applied, in the priority order set out below, to decide which children to admit:

Entry Category A

- i. Places are initially allocated to candidates with an Education Health Care Plan (EHCP) who have named the school and have successfully met the entry requirements for the school.
- ii. A 'Looked After Child' or a child who was previously looked after but immediately after being looked after became subject to an adoption, child arrangements, or special guardianship order including those who appear to have been in state care outside of England and ceased to be in state care as a result of being adopted. A looked after child is a child who is (a) in the care of a local authority, or (b) being provided with accommodation by a local authority in the exercise of their social services functions (see the definition in Section 22(1) of the Children Act 1989).

Entry Category B – approximately 20 places

Using the first list (rank score order) of candidates, the (20) top scoring candidates, irrespective of home residence, will be allocated a place under Category B. Candidates with equal scores to the lowest candidate in this second allocation will also be offered places.

Entry Category C – approximately 10 places

Parents will have the opportunity to submit a Pupil Premium Supplementary Form when candidates receive a positive outcome; evidence must also be submitted. Ten places will be allocated to the highest performing candidates who qualify for Pupil Premium, irrespective of distance, and who did not qualify under Entry Categories A or B above. Candidates on Pupil Premium, with equal scores to the lowest candidate in this third allocation will also be offered places.

Entry Category D

Children who have parents who are serving members of Urmston Grammar staff, and who have had a permanent contract at UGS for at least eight continuous years will be offered a place.

Entry Category E - approximately 120 places

Upon removing the candidates who are allocated places via Entry Categories A, B, C and D, places in category E will be allocated in accordance with their distance from the school to their home address as per a straight line, firstly by M41 and M31 postcodes followed by the remaining candidates. This arrangement is listed as Category E. The address used will be the permanent address of where the child resides. For the home address, the distance will be calculated using property co-ordinates provided through a combination of Trafford's Local Land and Property Gazetteer (BS7666) and Royal Mail Postal Address information. In the case of a child living in a block of flats, co-ordinates will be obtained in the same way. The co-ordinates that will be used for the School are 376120, 394926.

Home Address:

To be considered as living in a property within our catchment area, families must prove ownership of that home and provide proof of residency upon request where this becomes relevant at appeal or otherwise.

Where the property has been owned for less than 2 years, families must provide (upon request at appeal or otherwise) proof of disposal of the previous home i.e., proof that the property has been sold.

To be considered as living in a rental property within our catchment area, families must provide a current rental agreement and proof of residence upon request, where this becomes relevant at appeal or otherwise. In the case of a short tenancy or the retention of another property more distant from school we may invite the applicant to provide further evidence.

In the case of parents who are separated, the application will also be considered from the address where the child normally and permanently lives, even though the child may regularly spend some time at another address. Where it is claimed that the child's residency is shared equally between two addresses parents may decide which address will be used for the purpose of the application. However, applicants will be required to submit documentary evidence to support the claim.

Applicants who move into the priority admission area, after the date of registration, who submit an on-time application to their home Local Authority, including Urmston Grammar as a preference, will be given consideration from the address given on the original on-line registration form on the school website, made direct to the school until after the first round of offers. The new address will only be considered if the following evidence and legal documentation in relation to the change of residency is submitted to the school:

- evidence and legal documentation to the effect that they have purchased the new property along with proof of disposal of the previous home.
- a tenancy agreement for the new home
- documentation to prove the applicant and their parent(s)/carer(s) became resident at the new home.

Proof of residency will be required. Parents/carers must inform the school of any changes to their address or circumstances. An allocated place may be subsequently withdrawn if incorrect or misleading information has been provided, which has led to the offer of a place or has advantaged the applicant in the priority offer for oversubscription.

Applicants who move further away from the school after the date of application will be considered from their new address with immediate effect.

Please note - If there are two or more applications that cannot be separated by the oversubscription criteria outlined above, the school will use the distance between the school and a child's home to decide between applicants. Priority will be given to children who live closest to the school.

Tiebreak

Random allocation will be used as a tiebreak to decide who has the highest priority for admission where the qualifying score and the distance between the applicants' home and the school is the same.

Admission of children outside their normal age group

Places will normally be offered in the year group according to the child's date of birth. However, consideration will be given to applications for admission outside their normal age group and the decision made by our admission authority will be based on the circumstances of each case and in the best interest of the child. This will consider the child's academic, social and emotional development and factors outlined in Section 2.18 to 2.20 of the Schools Admissions Code (2021).

Waiting List

A waiting list for Year 7 admissions will be maintained until 31 December, provided the applicant has achieved a successful outcome from the entrance examination.

From 1st January the In-Year Assessment will apply.

As part of the In-Year Admission process, applicants in Y7-11 will be tested in our In-Year assessment and if successful will be placed on the waiting list.

When a vacancy arises, the waiting list will be ranked in accordance with our published oversubscription criteria.

Priority will not be given to children based on the date their application was received or their name was added to the list.

Late Application

Information regarding late applications for entry in the Urmston Grammar Entrance Exam is available from the Admissions Officer; email admissions@urmstongrammar.org.uk

Right of Appeal

Any applicant refused admission has a right of appeal to an Independent Appeals Panel against the decision of the Admission Authority (School Board of Governors) under the terms of the Education Act 1998. The Admission Authority (School Board of Governors) will establish arrangements for appeals against non-admission.

The Appeals Panel will be strictly independent of the school. The decision of the Independent Appeals Panel will be final and binding on all parties.

Appeals within the normal admission round will be heard within 40 school days of the deadline for lodging appeals. An appeals timetable is published on the school website by 28th February each year.

If you wish to exercise your right to appeal and request an Appeal Application Form, please contact the school directly.

Frequently Asked Questions

Are practice papers available?

Practice papers are available on the GL website and on the consortium schools' websites.

How many questions/sections are there?

There are two papers, each approximately one hour long, containing questions which assess verbal, non-verbal and mathematics skills. The number of questions and theoretical maximum mark information is not released to the school in advance.

How are the three skills combined?

Information regarding examination scripts is confidential. All applicants have access to the free familiarisation materials available via our website ensuring fair access to all. Examination content is confidential, to protect the integrity of the exam, and is supplied to school with a confidentiality provision –Urmston Grammar School cannot disclose information about the exam.

Does the entrance examination take account of my child's age?

Yes, the results are age standardised.

When will the standardised mark be available?

The examination result will be made available prior to the 31st October 2024 and consists of one total standardised result. A breakdown of the exam result will not be available.

Is it possible for my child to pass the entrance exam for one school, but not the other?

Yes. Although the entrance examination will be the same for each school, the standardised results may be different. This is because the examination results are being compared to those of a different cohort of children.

What if my child needs to go to the toilet or leave the room during the examination?

No extra time is given if your child requires the toilet during the examination or needs to leave the room for any other reason. There will be a break between the two examinations where your child will be able to use the toilet if required.

What if my child requires access arrangements?

You must inform us at the point of application **no later than noon on Friday 21st June 2024** of any access arrangements your child may require during the entrance examination. Please provide supporting documentation for such requests with your application. We may contact your primary school in connection with the request. A panel, consisting of representatives from all five grammar schools, will meet after the closing date for registration to agree appropriate access arrangements and parents/carers will be notified of the decision as soon as possible following the meeting.

What if my child is ill on the day?

- If your child is ill immediately prior to, or on the day of the exam, please **do not bring them**. Kindly inform our Admissions' Department at admissions@urmstongrammar.org.uk and an alternative assessment date will be arranged. You should also submit a Special Circumstances Form. If you wish to inform us of any other special circumstances which may have affected your child prior to or on the day of the exam, please also submit a Special Circumstance Form. All forms to be received no later than **12noon on Thursday 19th September 2024**.
- If your child leaves the examination room because of illness and subsequently goes home, and has started one of the test papers, they cannot return on another date and finish that particular paper. We can only let your child sit the examination paper they have missed. Please complete a Special Circumstances Form and return to us by **12noon on Thursday 19th September 2024**. All forms will be held in support of any review process.

Do I need to make Urmston Grammar our highest preferred School on our Common Application Form (CAF)?

If Urmston Grammar is your highest preferred school, you are strongly advised to place us as your highest preferred school when completing your CAF. Should your child meet the admission criteria for more than one of your chosen schools, the Local Authority will allocate your child to the school of highest preference. For further advice on completing your CAF please contact your Local Authority.

What is a looked after child?

A looked after child is a child who is (a) in the care of a local authority, or (b) being provided with accommodation by a local authority, in the exercise of their social services functions (as defined in Section 22 (1) of the Children Act 1989). Previously 'Looked After Children' are children who were looked after but ceased to be so because they were adopted or became subject to a child arrangement order or special guardianship order. Section 14A of the Children Act 1989 defines a 'special guardianship order' as an order appointing one or more individuals to be a child's guardian (or special guardians). This category includes children who have been in state care outside of England and ceased to be in state care because of being adopted. A child is regarded as having been in state care in a place outside of England if they were accommodated by a public authority, a religious organisation or any other provider of care whose sole purpose is to benefit society.

What is Pupil Premium?

Pupil Premium is funding for publicly funded schools in England to raise the attainment of disadvantaged pupils and close the gap between them and their peers. Schools receive funding for each child registered as eligible for free school meals at any point in the last six years.

What is Service Premium?

The Service Premium is designed to support children with parents serving in the regular British armed forces. Pupils attract the premium if they meet the following criteria:

- a) one of their parents is serving in the regular armed forces
- b) one of their parents served in the regular armed forces in the last 3 years or one of their parents died while serving in the armed forces
- c) the pupil is in receipt of a pension under the Armed Forces Compensation Scheme (AFCS) and the War Pensions Scheme (WPS)

Please click on the link(s) below for an explanation of Pupil and Service Pupil Premium

- **Pupil Premium**
- <https://www.gov.uk/government/publications/pupil-premium/pupil-premium#eligibility-and-funding>
- **Service Pupil Premium**
<https://www.gov.uk/government/publications/the-service-pupil-premium/service-pupil-premium-what-you-need-to-know>

My child was successful in the entrance test but not offered a place; can they be placed onto the waiting list?

Yes, please contact School Admissions at Trafford Local Authority after your allocation letter has been received or email the Admissions Officer at Urmston Grammar admissions@urmstongrammar.org.uk.

Please note – your child will not be automatically included on the waiting list.

My child has been successful in the entrance test. We live outside the priority area. If the school is oversubscribed, what are the chances of my child being offered a place?

This is dependent upon on: -

- Upon removing the candidates who are allocated places via Entry Categories A, B, C and D.
- The remaining places will be allocated in accordance with their distance from the school to their front door as per a straight line firstly by M41 and M31 postcodes followed by the remaining candidates. This arrangement is listed as Category E.

What happens if my child does not achieve a successful outcome in the entrance exam for Urmston Grammar?

- Parents/carers will have the opportunity to request a Local Review if their child has achieved a score between 321 to 333.
- Under the terms of the 1998 Education Act parents have the right to appeal to an independent appeal panel. Parents/carers can pursue a Statutory Appeal following allocation of places on 1st March 2025.

What is a Local Review

Following the "**examination outcomes**" parents will have the opportunity to pursue a Local Review if their child has achieved a score between **321 to 333**. The Local Review will be conducted solely by the "Admissions Review Panel" of Urmston Grammar, upon receipt of the Local Review Form, along with optional supporting documents. The Local Review panel members include the Headteacher, the Assistant Headteacher, a member of the extended leadership team, and an independent literacy advisor. If deemed appropriate, advice may also be sought from a medical professional, or an educational psychologist. In the event of a conflict of interest between a panel member and an individual candidate, that panel member would not take part in the Local Review process for that candidate. In the review process, the following will be taken into consideration: the standardised test score, the report completed by the invigilator(s) during the testing process, the Special Circumstances Form, if one was submitted, along with any other evidence submitted by parents/carers to support their child's Local Review. To support parents/carers to submit appropriate evidence, please click here to see a sample of the [Local Review form](#).

The Local Review will be clear and objective, giving an accurate reflection of the child's ability or aptitude, irrespective of sex, race, or disability and will be completed before the allocation of places so that children who are consequently deemed to be of grammar school standard can be considered at the same time as others. The local review process does not replace a parent's right of appeal against the refusal of a place at a school for which they have applied.

A successful review will be deemed as eligible for admission to Urmston Grammar and the candidate's score will be amended to **334R**.

What if I do not know the outcome from the Local Review until after the submission of the Common Application Form (CAF)?

The decision relating to the Local Review will be notified by post and will be after the submission of the Common Application Form. It is important, that if you want your child to be considered for a place at Urmston Grammar, to indicate this as a preference on the form by 31st October 2024. **Do not** wait until you know the result of the Local Review as this could make your application late and reduce your chance of getting a place.

Can I request a re-mark following the outcome from the entrance examination?

No papers can be re-marked as all candidates must be treated equally.

The answer sheets are not held by the school, and we do not carry out manual remarks. We are fully confident in the reliability of the process and the accuracy of the scores provided by the service provider.

Can I request a breakdown of scores?

We only provide one standardised score. A breakdown of the examination result will not be available.

If the school is oversubscribed, what are the chances of my child being offered a place?

This is dependent upon the number of qualified applicants within each priority group and the parental preference of those applicants when completing their CAF

This document must be read in conjunction with our [Admissions Policy 2025](#)

For further enquiries, please contact the Admissions Officer: admissions@umrstongrammar.org.uk