

Borden Grammar School



IN-YEAR CASUAL ADMISSIONS

An in-year admission is the process whereby you apply for a place at a school if your child is already attending school and you wish to move them to another school.

Mid-Year Entry

At present our school is full and oversubscribed in KS3 and KS4 and we are operating waiting lists.

If you live in Kent or are about to move into Kent and want a place for your child at our school, you must complete an In Year Casual Admissions Form (IYCAF) and return this to the Admissions Officer at the School. This form is available to download on our website or a paper copy can be obtained from the school office. Parents or guardians should complete the application form. Parents or guardians must fill in a separate form for each school to which you apply and also for each child of school age who needs a place.

If you have a new address, please attach evidence that you and the child reside at this address. If you have not yet moved, we will process the application when we receive evidence to show that the move is taking place (eg; an exchange of contracts or a rental agreement on a property in Kent).

We are a grammar school and as such any student applying for a place here must have been assessed as suitable for a grammar school place through Kent County Council's 11+ assessment procedure (Kent Test) or where the applicant has not taken the Kent Test, the school will arrange for an internal assessment to take place. Being assessed as suitable for a place at this school does not in itself guarantee a place and in the event of the year group being over-subscribed, a waiting list will be held and ranked according to the over-subscription criteria please see our Admissions Policy.

If you require further information from the school please do not hesitate to contact Mrs Jackie Cole, Admissions Officer, Borden Grammar School, Avenue of Remembrance, Sittingbourne, Kent ME10 4DB or by e-mail jcole@bordengrammar.kent.sch.uk. Please provide the applicant's details, including name, year group, date of birth and address.

Admission into Year 10

In most circumstances boys would not benefit from joining the school in Year 10. This is because Borden students start their GCSE syllabuses in Year 9 and boys joining after that time would be significantly disadvantaged and required to spend a lot of time on private study to be working at the same level of their peers.

Appeals

Parents have a statutory right of appeal, should an application be refused. Please write to: The Clerk to the Trustees, Borden Grammar School, Avenue of Remembrance, Sittingbourne, Kent ME10 DB. Appeals should take the form of a letter briefly setting out the grounds for the appeal. The Clerk will acknowledge receipt and will initiate arrangements for the hearing of the appeal by an Independent Appeal Panel.