

BISHOP WORDSWORTH'S CHURCH OF ENGLAND GRAMMAR SCHOOL
INFORMATION LEAFLET FOR
THE SELECTION PROCEDURE FOR ENTRY INTO YEAR 7 IN SEPTEMBER 2027
(The 11+ Entry Procedure)

(In this document 'Parent(s)' includes guardian(s) or any person who has parental responsibility for the boy or who has care for him.)

The [School Admissions Policy](#) must be referred to as indicated below when reading this document. It is on the Website [here](#) and is obtainable, if necessary, on hard copy from admissions@bishopwordsworths.org.uk.

1. The 11+ selection procedure is designed to determine by examination whether boys who are not yet of secondary school age have the academic requirements for admission to Bishop Wordsworth's Grammar School.
2. Parents should note that reaching the qualifying standard is not a guarantee of an offer of a place because, if more boys achieve the qualifying standard for the examination than the Planned Admissions Number, they will be prioritised according to the oversubscription criteria in Annex D of the Admissions Policy.
3. All applications for admission to the School and offers of places into Year 7 will be coordinated by Wiltshire Council (WC) who are the School's Local Authority (LA).

MAKING AN APPLICATION

4. Grammar schools are required to run their selection tests and notify parents of the results before parents make an application to their Local Authority (LA) for a secondary school place for their children.
5. **Application Forms.** Parents of all boys wanting to apply for a place at the school must complete the following

a. **Bishop Wordsworth's School Form.** The School's on-line 11+ Registration Form must be completed (if necessary, a paper form may be requested and sent direct to the School). This form provides evidence to the School allowing applications to be prioritised according to the oversubscription criteria in Annex D of the Admissions Policy. When the online registration form has been submitted, an email acknowledgment will be sent confirming registration. The online application portal is the primary method through which all communications from the School regarding the application are sent. It is the parent's responsibility to ensure that all sections of the form are completed accurately.

If a child has a current statement of educational needs, speaks English as an Additional Language or faces any other barrier to learning, whether medical or educational (eg specific learning difficulties), or parents feel their child's circumstances may affect their performance in the exam, they can request that special access arrangements be given to them. Parents must complete the Special Access Arrangements section of the registration form and upload all supporting evidence. This evidence must be less than two years old on the date of the 11+ Examination. The School will consult with appropriate medical or educational professionals (such as the pupil's Headteacher, SENCo and the LA Educational Psychologist). Parents will be advised of the outcome of that consultation in writing prior to the date of the exam itself, and informed as to

whether special access arrangements will be granted. If a child's poor performance in the exam is directly attributed to their special circumstances, and the School has not been informed by the deadline stated on the School's online application form, their circumstances will not be taken into account retrospectively.

b. Local Authority Form. Year 7 applications are coordinated by Wiltshire Council (WC). All applicants must apply to their local authority by completing the Secondary School Application form. LA applications open on 1 September 2026 and close on 31 October 2026. Places will not be offered until 1 March 2027. Parents are required to put schools in preference order on the Secondary Application Form and return the form to their own LA. Please note that if 'Bishop Wordsworth's School' is not listed as first preference then a place will not be offered at this School, irrespective of whether the qualifying standard has been met if another school that a parent has nominated as higher preference has a vacancy. See Paragraph 18.

Registering for the 11+ Examination at the School does not replace applying for admission through the LA application form.

6. **Qualifying Standard.** All boys who meet the qualifying standard will be considered to have the academic requirements for admission to the School, but this does not guarantee that they will be offered a place at the School. The qualifying standard is determined by the headteacher in consultation with the School Governing Body.
7. **Pupil Premium Qualifying Standard.** Applicants who have ever been in local authority care for at least one day or who have met the eligibility criteria to claim **free school meals** at any time within the previous six years, qualify for pupil funding to be paid to the school. For candidates who qualify for Pupil Premium, the qualifying standard will be set at 10% lower than the standard qualifying standard, and 10 places are reserved for these applicants. If fewer than 10 applicants meet the reduced qualifying standard, any unfilled places will be reallocated to applicants who meet the standard qualifying standard. Supporting evidence will be required to confirm eligibility.
8. **Date of Birth.** It is the parent's responsibility to ensure that the boy's date of birth is entered accurately on the application form. If a boy is not in his normal academic year group, you will be required to complete an Out of Year Application with your Local Authority. Guidance can be found <https://www.gov.uk/government/publications/summer-born-children-school-admission/making-a-request-for-admission-out-of-the-normal-age-group>
9. **EHCP.** A boy who meets the qualifying standard in the 11+ examination and has a statement of Special Educational Needs or an Educational Health and Care Plan (EHCP) that names this School, will be made an unconditional offer. This offer will be made irrespective of whether there are places or not and the boy will take precedence over any boys on the waiting list. Supporting evidence will be required to confirm eligibility.

PREPARING FOR THE EXAMINATION

10. **Preparation.** The examination is taken under public examination conditions, and most boys will be affected by nerves at some point in the weeks and days beforehand. Therefore, parents are strongly advised to monitor and limit any activities that might put undue additional pressure on the boy and therefore performance. In cases where parents engage private tutors to prepare their son for the examination, this is entirely a

matter for parental choice and any feed-back or advice provided by a tutor is a private matter. The School and GL Assessments are not responsible for what is taught and a tutor's opinion will have no bearing on any subsequent appeal.

11. **Source of Examination Papers.** Examination papers are prepared by GL Assessments. For familiarisation materials provided by GL Assessment please see [here](#).

For security and copyright reasons, papers from previous years will not be made available to parents.

DETAILS OF THE SELECTION PROCEDURE

12. **Examination Arrangements.** The 11+ Examination will be held on the morning of Saturday 26 September 2026. Parents who have registered for the exam will receive details of the arrangements by email approximately one week before the exam. The information will include the 11+ timetable, a candidate declaration form and a map showing the entrance to the School your son has been allocated. The candidate declaration form must be signed by the parent on the morning of the examination to confirm that the boy is physically and emotionally fit to sit the exam.

13. **Examination Details.** The examination consists of two papers.

- Paper 1: Nonverbal reasoning; approximately 40 questions. Maths; approximately 25 questions.
- Paper 2: English; approximately 26 questions. Verbal reasoning; approximately 32 questions.

Total examination time is 1 hour and 30 minutes. There will be a break between the two papers when candidates will be able to have a drink and a snack (not provided by the School) and go to the toilet if necessary.

Please note that no extra time will be given at the end of the examination for any candidate who left the exam room because of illness or because they needed the toilet.

Be advised that no mobile phones, smart watches, timers or any other electronic devices are permitted in the examination room.

Each candidate may only sit the 11+ examination for Bishop Wordsworth's School once.

14. **Marking.** Papers are marked centrally by GL Assessments who then carry out a standardisation process. Standardisation is a statistical procedure whereby raw scores (number of questions answered correctly) are converted to standardised scores by age weighting which takes account of the boy's age on the day of the examination. It is the parent's responsibility to ensure that the boy's date of birth is entered accurately on the application form. The standardisation is carried out by statisticians at GL Assessments. The result notified will be the standardised weighted score from both papers. The raw scores attained by candidates are not supplied to the School and will therefore not be made available to parents.

15. **Health & Personal Circumstances.** If your son is unwell or experiencing personal circumstances that may affect his performance on the day of the examination, the

School must be notified by email admissions@bishopwordsworths.org.uk before the day of the exam or by 8.00am on the examination.

If an alternative date is required, the School will confirm this once valid supporting evidence has been provided. This may include a medical letter from a GP or confirmation of absence by the boy's current school.

Please note that temporary tiredness, for example from a school trip, is not sufficient justification for an alternative examination date.

It is assumed by the School that any child who sits the exam is fit and well enough to do so. However, any parent who considers that their child's performance may have been adversely affected on the day of the exam is required to write to the School by Friday 2 October 2026 giving full background information and accompanying evidence (such as a medical note obtained from the GP or some other form of medical evidence if the child was unwell)

MAKING A LOCAL AUTHORITY APPLICATION FOLLOWING THE RELEASE OF THE 11+ RESULTS

16. 11+ exam results will be made available via the School's online admissions portal by Friday 23 October 2026 in time for parents to complete and return the online application form (or paper version) for their LA, the deadline for which is 31st October 2026 for Wiltshire, Hampshire and Dorset residents. The results give details of the exam score and whether the child has met the qualifying standard (and is "eligible" for admission). It is important to note that meeting the qualifying standard does not guarantee that your child will be offered a place at Bishop Wordsworth's School if the school is oversubscribed.
17. Parents of candidates living in Wiltshire should access the Wiltshire Council online application via www.wiltshire.gov.uk, where there is a link from the home page. Candidates from other counties should apply via their own county's application form. Their County Council will then inform Wiltshire Council of a candidate's preference for Bishop Wordsworth's School.

ALLOCATION OF PLACES

18. Local Authorities are required to operate an equal preference system. This means that a child who is eligible for their first preference school will be offered that school. Therefore, a boy with Bishop Wordsworth's School as a second or third preference, even if they have reached the qualifying standard for the 11+ examination, will not be offered a place here if they are eligible for a school for which they have indicated a higher preference on the LA Secondary Application Form.

Therefore, we advise that Bishop Wordsworth's School is entered as the first preference on the LA Secondary Application Form.

Parents should contact their LA if they are unclear about the preference system.

ACCEPTANCE OF A PLACE

19. **Notification.** The LA will notify parents of their child's school allocation on dates published in their Determined Coordinated Admissions Arrangements. Parents will be required to accept the offer of a place with their LA.

The School will inform parents or guardians of all applicants who listed the school as their first preference whether a place has been offered, or whether the applicant has been placed on the waiting list (see paragraph 20).

If your son has been offered a place, you must let the school know whether you wish to accept or declined this place. See paragraph 21. This is in **addition** to notifying the LA.

If your son has been declined by the School, the letter will give information on the appeal procedure. See paragraph 24.

20. **Waiting List.** A boy who has achieved the qualifying standard for the examination and applied for a place at the School but who, under the oversubscription criteria, falls outside the Planned Admission Number for Year 7 will be put on the waiting list. Boys will be placed on the waiting list in their relevant position irrespective of the time of application. Therefore, a boy's position on the waiting list will fall if subsequent additions to the waiting list take higher priority. The School will contact the parent if a boy's position on the waiting list changes.
21. **Deadline for Accepting an Offer.** Parents must **confirm via the online application** that they wish to accept the offer of a place. If a parent does not respond within two weeks, a second offer notification will be sent through the online application to provide a further opportunity to respond. This second notification will explain that the offer may be withdrawn if there is no response within one week of it being sent.
22. **Informing Local Authority.** Parents must also confirm to their LA that they wish to accept the offer of a place.
23. **False Information.** Providing false or misleading information regarding a boy's main residence, or any other details completed at the time of the application, may result in the offer of a place being withdrawn.
24. **Appeals.** If a parent wishes to challenge the outcome of the selection procedure, is dissatisfied by the outcome of the selection procedure, or by the refusal to offer a place, an appeal can be lodged to an independent appeals committee which will be convened according to current guidance by the Department for Education. Further details are [here](#).
25. **Authority for Admissions.** It should be noted that Bishop Wordsworth's School is an academy and that therefore overall responsibility for admissions rests with the Governors.