



THE PRIORY ACADEMY
LSST

20th June 2018

Dear Parent/Carer

Admissions Policy and Aptitude Assessment Invite

I wish to provide you with an overview of The Priory Academy LSST Admissions Policy. All applications to the Academy are made via Lincolnshire Local Authority, through the Academy Admissions section of their website.

The Academy's Admission Policy provides details regarding how the 240 places available are allocated to children of the Lincoln area. An important aspect of the Academy's Admission Policy which is often missed by parents is the Technology Aptitude Assessment. As a Specialist Technology Academy we can allocate 10% of our places to students who have an aptitude for Technology. These places are awarded to the top 24 students (10 percent of overall intake) who meet the minimum standard in the assessment each year.

Our policy allocates the remaining 90% of our places to the primary academies on our list. Every primary academy with a Lincoln telephone number or was previously part of the NGFL Group of Academies is allocated a number of places based on Year 6 figures at the time of applying. Full details of our Admissions Policy are published in the Going to Academy in Lincolnshire Booklet. A copy of the policy will be given out on the Academy Open Evening or can be obtained from the Academy Reception at any time. It is also available on the Academy's Website.

To ensure the greatest possible opportunity of a place at The Priory Academy LSST we encourage parents to enter their child for the Aptitude Assessment even if they are making an application for an allocated place.

The Aptitude Assessment, based on our Technology specialism, is a one hour paper. Parents/carers should note that the Aptitude Assessment is not one that can be prepared for and it is not possible to sit it more than once. **The Aptitude Assessment will be held in the New Hall, accessed via the main academy entrance on Cross O'Cliff Hill.** As there are two dates to choose from it is possible for everyone who wishes to take the Aptitude Assessment to do so. Parents applying for a place, who are not eligible for an allocated place, must go through the Aptitude Assessment route.

Headteacher: Mrs J Hopkinson

The Priory Academy LSST, Cross O' Cliff Hill, Lincoln, Lincolnshire, LN5 8PW

Tel: 01522 889977 Email: generalenquiries@priorylsst.co.uk www.priorylsst.co.uk

The Priory Academy LSST is part of The Priory Federation of Academies Trust. For further information please contact:

The Priory Federation of Academies Trust, Cross O'Cliff Hill, Lincoln LN5 8PW Telephone: 01522 889977

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Applications to The Priory Academy LSST must be made on the Common Application Form for Lincolnshire Academies. The closing date for this is **31st October 2018**. Please note that taking the Aptitude Assessment is not, in itself, a formal application and the Common Application Form must be completed.

Aptitude Assessment Dates

1 st Assessment	Saturday 29 th September 2018	9.00am (arrival time 8.45am)
2 nd Assessment	Saturday 6 th October 2018	9.00am (arrival time 8.45am)

Refreshments will be available in the Sixth Form Common Room for parents who wish to wait for their children taking the assessment.

I have attached an Aptitude Assessment Application Form to this letter together with a "Frequently Asked Questions" sheet which should help you clarify the process. If you wish to discuss any of the details in this letter please contact Mrs J Staniland at The Priory Academy LSST on 01522 889977 or attend our Open Evening which will be Thursday 4th October 2018 starting at 6.30pm.

I look forward to seeing those parents/carers who choose to bring their children for the aptitude assessment on the dates published.

Yours faithfully,



Mr L Mackrill
Deputy Headteacher

THE PRIORY ACADEMY LSST APTITUDE ASSESSMENT. FREQUENTLY ASKED QUESTIONS

Q What do I do if I wish my child to take the Aptitude Assessment?

A You must complete the Aptitude Assessment Form attached to this letter or available from the Academy reception, stating which day you intend to come and include your child's name, address, home telephone number and current primary school.

Q Does my child have to take the Aptitude Assessment?

A No. You can apply in the normal way for an allocated place by completing the Common Application Form, but in that case your application will be considered only for the allocated places.

Q Will the fact that my child does not take the Aptitude Assessment have any bearing on the allocated places?

A No. Allocated places are given using the published Admissions Criteria.

Q If I apply for an allocated place and am not successful, can my child then take the Aptitude Assessment?

A No. If you wish to apply for a place based on aptitude you must take one of the assessment opportunities.

Q Will the result of the Aptitude Assessment be made available to parents?

A Parents will be notified by post whether their child has met the minimum standard for consideration for an aptitude place, prior to application, from the Academy. The letter will be sent after the final date for the test in October. However, this is not an indication of whether your child has a place or not.

Q If I apply for a place based on aptitude, do I still have to fill in the Common Application Form?

A Yes. You must complete the Common Application Form. Simply taking the Aptitude Assessment is not in itself an application.

Q When will I know whether my application has been successful?

A There is a nationally agreed date which is 1st March 2019. Letters to parents will come from the Local Authority. A letter from the Academy will follow.

Q What happens if I am successful?

A An offer letter will be sent on 1st March 2019. The offer has to be accepted by the date indicated in the offer letter. If you decide not to accept the offer, or you do not return your acceptance in the timescale given, you will have to re-apply to another school/academy but that application can only be considered after all other applications have been dealt with.

Q When will I know if my child has/has not been allocated a place based on the Aptitude Assessment?

A Your child will not be told whether they have been allocated a place through aptitude but you can get an indication of whether your child has met the minimum standard as published in our policy in the last week of October.

Q What happens if my child is unsuccessful in gaining a place either by allocation or the Aptitude Assessment route?

A You may appeal directly to the Independent Appeal Panel. The Appeal meetings will be held in April/May.

Q Can my child take the Aptitude Assessment a year early?

A Only those children who intend to start a year early can take the Aptitude Assessment early. To do this, written support must be obtained from the current primary Headteacher. Parents wishing to

go down this route would be advised to discuss this possibility with the Admission team at the Local Authority or Mr Mackrill, Deputy Headteacher at LSST.

Q What if the published Aptitude Assessment dates are not suitable?

A In certain circumstances special arrangements may be made but cannot be guaranteed.

Q What form does the Aptitude Assessment take?

A The Aptitude Assessment paper will last approximately one hour. The paper will test for an aptitude in technology. There is no preparation required prior to taking the assessment.

Q What does my child need to bring with them?

A Children will need to bring a pen, pencil, rubber and sharpener with them. They will also need to know their home address, home telephone number and the name of their current primary school. This may be written on a piece of paper and brought with them on the day.

THE PRIORY ACADEMY LSST APTITUDE ASSESSMENT APPLICATION FORM

Name of Child Girl Boy

Home Address.....

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Home/Mobile Telephone Number(s).....

Current Primary School

Emergency Contact

Medical Information (including medication taken).....

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Any other information you feel we should know.....

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Preferred date for Aptitude Assessment 2018:

Saturday 29th September Saturday 6th October

Please tick the appropriate box.

Please return this form to Mrs J Staniland, The Priory Academy LSST, at least 1 week prior to your chosen Aptitude Assessment date.

All Aptitude Assessments will take place in the New Hall, at 9.00am.

Access on the Saturdays is from Cross O’Cliff Hill - students must arrive by 8.45am and be collected at 10.15am. Parents and children should assemble in the Sixth Form Common Room and the students will be collected from there and taken to the New Hall. After completing the test the students will be accompanied back to the Sixth Form Common Room.

Students who are taking part in the Masterclass Enrichment Days can remain in the New Hall and will be taken to where they need to be to take part. They can then be collected from the front of school when the Masterclass Enrichment Day has completed. Applications for the Masterclass Enrichment Days should be made separately.

Please note that the application for the Aptitude Assessment does not constitute an application for The Priory Academy LSST. You must complete the Lincolnshire Common Application Form as instructed by the Local Authority.

