



Liverpool College

**YEAR 7 ADMISSIONS 2021
INFORMATION BOOKLET
Becoming a Lerpoolian**



Tel : 0151 724 4000

www.liverpoolcollege.org.uk

INTRODUCTION TO LIVERPOOL COLLEGE



Who we are:

In 1840, Liverpool College was founded on a commitment to educate the whole person. Although we made this pledge over 175 years ago, it has never been more relevant than today.

Our motto, “Non solum ingenii verum etiam virtutis”—to build ‘not only the intellect, but also the character’—speaks directly to the resilience and flexibility required for a life of learning. It reflects the balance of ability and resilience needed to flourish and finds its contemporary expression in our focus on personal development.

Every young person that joins our school has the potential to excel regardless of their background or any disadvantage. We create a structure around which potential grows and flourishes, the foundation on which personal fulfilment and excellence is built.

We intend for every pupil, whatever their background or ability to leave Liverpool College not only with the best possible academic qualifications and skills for university and further education and training but also with the character, love of learning and confidence to lead a happy, productive and fulfilling life

Mr H van Mourik Broekman
Principal

Please bear in mind whilst reading this information that all the arrangements are subject to change due to the unknown situation regarding Covid-19 restrictions. Our overriding concern is for the health and safety of pupils and staff and we are working closely in line with government guidance

We will communicate with all applicants by email as soon as definite plans can be made for Visits and the Banding Test. In the meantime please check our website for updates.

Year 7 Admission Arrangements

Taken from Liverpool College Admissions Policy for September 2022 entry

[The Full Admission Policy is available to download from our website: www.liverpoolcollege.org.uk](http://www.liverpoolcollege.org.uk)

5. Year 7 Admission Arrangements

5.1 Application Process and Admission Number

- 5.1.1. Applications for places at Liverpool College are part of the Coordinated Admissions Arrangements operated by Liverpool's Local Authority. Applications for places in Year 7 in September 2022 should be made to the home local authority using the Preference Form (Common Application Form). The national closing date for applications is **31st October 2021**.
- 5.1.2. In addition, parents or guardians must complete a supplementary Liverpool College application form in order to register for the fair banding test outlined in 4.2.4 below. This supplementary application form is to be completed online (link accessed via the school website Admissions page) by 4.00pm on **24th September 2021**. For those unable to access the application online, a paper form (available from Liverpool College) should be completed and returned to Liverpool College by 4.00pm on **24th September 2021**.
- 5.1.3. In addition to registering for the fair banding test outlined in 5.1.2, those who wish to register for the music aptitude test outlined in 5.2.3 below should complete the relevant section on the online supplementary form. For those unable to access the supplementary application form online, a separate Musical Aptitude paper form (available from Liverpool College) should be completed and returned to Liverpool College by 4.00pm on **24th September 2021**.
- 5.1.4. Liverpool College has an agreed admission number of 87 pupils. The College will accordingly admit at least 87 pupils into Year 7 each year if sufficient applications are received. The admission number applies only to those being admitted from outside of Liverpool College. If fewer than 84 pupils intend to transfer from Year 6, the College will admit over the admission number up to the overall size of the Year 7 group (i.e. 171), should sufficient applications be received.

5.2 Oversubscription Criteria for Year 7 Admissions

- 5.2.1. Pupils in Year 6 in the Preparatory School will have an option to transfer to Year 7. If fewer than 84 of the College's Year 6 pupils choose to progress, the College will admit more pupils into Year 7 up to the capacity of 171 pupils.
- 5.2.2. Where the number of applications for admission for available places is greater than the published admission number, applications will be considered against the criteria set out below. Where the number of applications for admission is greater than the published admission number, and after the admission of pupils whose statement of special educational needs (SEN) or Education, Health and Care (EHC) plan names Liverpool College applications for Year 7 will be considered against the criteria set out below, in
priority order:
- 5.2.3. In accordance with its first specialism, Liverpool College will select 10% of the published admission number on their aptitude for music, as demonstrated by the school's Music Aptitude Test. The test takes place in two parts with candidates who achieve the score required in the

first part (listening test) invited to take the second part (aural test). There will be one date for each of the test parts which will be set out on the Liverpool College website. The places will be allocated in test score order. In the event that there is a tie for the last place(s) available, the tie-break will be via a random allocation process¹, supervised by someone independent of the school. All applicants who seek a place under the music criterion but to whom a music aptitude offer is not made will be considered against the remaining oversubscription criteria. All applicants, including those sitting the aptitude test, will sit the fair banding ability test, in accordance with the Fair Banding procedure set out in section 5.2.5 and 5.2.6 below. Where Liverpool College is oversubscribed the successful music criterion applicants will not be allocated a place until after all Looked After Children, or children who were looked after, but ceased to be so because they were adopted (or became subject to a residence order or special guardianship order) have been allocated a place within their relevant band.

- 5.2.4. All applicants will take a non-verbal reasoning assessment. The non-verbal reasoning assessment will not be used for determining offers under the music criterion. There will be one date for the test which will be set out on the Liverpool College website. All applicants will be offered fair access to the test and reminded of the date, time and location of the test.
- 5.2.5. Liverpool College will admit the required number from each of the five ability bands based on the following percentage guidelines:
- Band 1 20%
 - Band 2 20%
 - Band 3 20%
 - Band 4 20%
 - Band 5 20%

It is possible that the number of places to be determined by Banding will not be a multiple of five, in which case the following will apply:

If the number of places to be determined by banding leaves:

- (a) a remainder of 1 when divided by 5, the place will be allocated to band 3;
- (b) a remainder of 2, when divided by 5, the places will be allocated to bands 2 and 4;
- (c) a remainder of 3, when divided by 5, the places will be allocated to band 2, 3 and 4
- (d) a remainder of 4, when divided by 5, the places will be allocated to band 1, 2, 4 and 5.

- 5.2.6. Once banding is applied, applications for Year 7 within each band will be considered against the criteria set out below, in priority order:

- (i) Children who are 'looked after' in accordance with section 22 of the Children Act 1989 and previously looked after children.
- (ii) Next, we will admit - from each band - the pupils allocated a music aptitude place who are placed within that band.

In the following criteria children of multiple births (twins, triplets etc) will have priority²:

- (iii) Pupils who, on the date of admission³, will have a sibling (i.e. a natural brother or sister, or a half brother or sister, or a legally adopted brother or sister or half brother or sister, or step brother or sister who will be living with them at the same address at the date of their entry to Liverpool College) in years Reception-13 of Liverpool College. Proof of the sibling relationship will be required.

¹ See appendix A to this policy for further detail on the random allocation procedure

² This means that when random allocation is used to allocate places in the oversubscription criteria in each band, if one of the twins/triplets etc is selected through the random allocation process, the other twin/triplets etc will then be allocated a place if they are in the same band as the applicant selected.

³ Date of admission is 1 September 2022.

- (iv) Pupils whose parents are employed by Liverpool College and who have been employed continuously by the College for two years or more, at the time of application.
- (v) 50% of the remaining places will be offered to pupils who live within a two (2) mile radius of the main entrance gates of the Liverpool College site (situated on Molyneux Road) [see map], by random allocation⁴. The two (2) mile distance is measured as a straight line. If there is an uneven number of remaining places, an additional place will be offered to a pupil who lives within the two miles of the main entrance gates. Proof of residence will be required (council tax bill, utility bill).
- (vi) the remaining places, after places offered to pupils who live within a two mile radius of the main entrance gates as outlined above, will be offered on the basis of random allocation⁵.

5.2.7. If there are more applicants than places available in criteria (i), (iii) and (iv), the tie-break will be via a random allocation process⁶. This will be supervised by someone independent of the school.

5.2.8 Liverpool College will take all reasonable steps to inform parents by email of the outcome of the selection tests outlined in 5.2.3 and 5.2.4 before the closing date for secondary applications (31 October).⁷

5.2.9. Applications from children who do not sit the school's chosen Fair Banding Test will not be considered for places until after applications from children who have sat the banding test. It is therefore unlikely that applications in the initial admissions round from children who do not sit the banding test will be successful, although children being considered for vacancies that subsequently occur will not be required to sit the banding test. Children who are looked after and previously looked after children will always have priority for admission.

5.2.10. If false or misleading information is used to gain entry to Liverpool College, the Application will be reconsidered and the correct level of priority given which may result in the offer of a place being withdrawn.

⁴ See appendix A to this policy for further detail on the random allocation procedure

⁵ As above

⁶ As above

⁷ See appendix C to this policy for further details about results of the banding test

Year 7 Admissions 2022: Frequently Asked Questions

1. How can we find out more information about Liverpool College?

This year it is not possible to confirm whether there will be an opportunity to visit the school until Covid-19 restrictions are clear but we hope to arrange some Tours in September and will post details of how to book one of these at the end of August 2021. We will send up to date information to all applicants and post updates regularly on our website. There is also a virtual tour posted on our website.

The College website also has information and up-to-date news about the school:

www.liverpoolcollege.org.uk

2. How many places are there in Year 7 in 2022?

Liverpool College has an agreed admission number of **87** pupils. The College will accordingly admit at least **87** pupils into Year 7 each year if sufficient applications are received.

The admission number applies only to those being admitted from outside of Liverpool College. If fewer than 84 pupils intend to transfer from our Year 6, the College will admit over the admission number up to the overall size of the Year 7 group (i.e. 171).

3. Who can apply to Liverpool College?

While we remain a Church of England foundation, admissions are non-denominational and are not faith based. We will consider all applications for a place.

Liverpool College serves the local and wider community, and welcomes applications from parents both within and outside the Liverpool area.

4. I live within 2 miles of the school. Which oversubscription criteria will my child be considered under?

If you live within two miles (and the application hasn't been considered under higher criteria), your child will be considered under oversubscription criterion 5.2.6 (v) above and then also under oversubscription criteria 5.2.6 (vi) above if a place was not allocated under criterion (v).

5. I live over 2 miles from the school. Which oversubscription criteria will my child be considered under?

If you live outside two miles, your child will be considered under oversubscription criterion 5.2.6 (vi) above (if the application hasn't been considered under higher criteria).

6. How do we apply to join Year 7 at Liverpool College in 2022?

Applications for places at Liverpool College are part of the Coordinated Admissions Arrangements operated by Liverpool's Local Authority. Applications for places in Year 7 in September 2022 at Liverpool College should be made to the home local authority using the Preference Form (Common Application Form). **The Liverpool Local Authority will start to accept applications from 12th September and the closing date for application is 31 October 2021** (other local authorities may have a different closing date).

In addition, parents or guardians must submit a supplementary Liverpool College application in order to register for the fair banding test. These are to be submitted on-line and can be found on the admissions page of our website or by following the link below :

<https://www.smartsurvey.co.uk/s/BANDINGTESTREGISTRATIONFORM/>

The supplementary application is to be submitted on-line by 4.00pm on 24th September 2021. You will receive an email to acknowledge receipt of your application within 5 working days (but not during the summer holiday period which is from 10th July – 30th August).

If you wish your child to be registered for the Music Aptitude Test please tick the relevant box on the application.

(please read information about the test on our website [HERE](#))

7. How are places in Year 7 allocated?

Where fewer applications than places are received, Liverpool College will offer places to all those who have applied. Last year over 1700 applications were received for Year 7.

SEE YEAR 7 ADMISSION ARRANGEMENTS ABOVE

Note: the 10% Music aptitude places will be allocated before banding is applied, but these children will be included in the bands. Where Liverpool College is oversubscribed, the successful Music Aptitude criterion applicants will not be allocated a place until after all those in public care (Looked After Children), or previously looked after children have been allocated a place within their relevant band.

Note: For Year 7 admissions- when random allocation is used to allocate places in the oversubscription criteria in each band, if one of the twins/triplets (etc) is selected through the random allocation process, the other twin/triplets etc will then be allocated a place **only if they are in the same band as the applicant selected.**

Note: Siblings – (Admission Policy 5.2.6(iii)) – the date of admission referred to in this criteria is 1st September 2021 so if your child has a sibling who will still be on roll at Liverpool College on that date they will be considered under that criteria. If the sibling will have left by that date they will not be considered under that criteria)

8. What is Fair Banding?

Fair Banding is a form of selection that is used to ensure that in our Year 7 intake we have a proportionate spread of children with differing abilities. We use banding to produce an intake in Year 7 that represents the full range of ability of applicants to Liverpool College.

The Fair Banding Test consists of one half hour Non Verbal Reasoning Paper

9. How does Fair Banding work?

All external applicants will sit a non-verbal reasoning assessment. The scores achieved in this test will be placed in rank order, then divided into five equally sized ability bands. An equal number* will be taken from each band to make up the full complement of admissions, using the oversubscription criteria described in our admissions policy which is applied within each band.

The banding test will PROVISIONALLY take place on **Saturday 9th October 2021**. All applicants will be offered fair access to the test and will be reminded of the date and informed of the time and location of their test.

Please note that candidates who have taken the banding test will be considered for places before those who have not (apart from Children who are looked after and children who were formerly looked after who will always have priority for admission).

** It is possible that the number of places to be determined by Banding will not be a multiple of five, in which case the following will apply:*

If the number of places to be determined by banding leaves:

- (a) a remainder of 1 when divided by 5, the place will be allocated to band 3;*
- (b) a remainder of 2, when divided by 5, the places will be allocated to bands 2 and 4;*
- (c) a remainder of 3, when divided by 5, the places will be allocated to band 2, 3 and 4;*
- (d) a remainder of 4, when divided by 5, the places will be allocated to band 1, 2, 4 and 5.*

10. What is the Music aptitude test?

10% of places will be allocated to pupils with a particular aptitude for Music. Those who wish to be considered for a music aptitude place will be required to take a test designed to test Music aptitude. The 10% of places will be allocated in test score order.

These candidates are selected on how they performed in the Music aptitude tests irrespective of what band they are in. There will be two music aptitude tests and candidates who achieve the score required in the first test will be invited to take a second test on a later date. The first Music Test is a listening test and it will take place on the same day as the Banding Test. **NB:** *the 10% Music aptitude places will be allocated before banding is applied, but these children will be included in the bands.*

No previous knowledge of Music is expected or required because the test is looking for aptitude to learn rather than ability or knowledge. No preparation is necessary and there are no practice papers available. In order to ensure equal opportunities for all music applicants, we will not take into consideration any teacher references or music certificates so please do not send them in.

There will be no performance aspect in the music aptitude test.

All applicants who seek a place under the Music Aptitude criterion but to whom an offer is not made will be considered in accordance with the Fair Banding procedure.

For further details about the music aptitude test see website

11. When is the Banding Test taking place?

The **banding test** will PROVISIONALLY take place on **Saturday 9th October 2021** at Liverpool College. All those who have submitted their on-line application by 4pm on 24th September 2021 will be registered for the fair banding test.

In the week commencing 4th October 2021 all those who are registered will receive further information about the arrangements for the tests, including timings and location.

12. When are the Music aptitude tests taking place?

Those who apply to take the Music Aptitude Test will sit the first test on the same day as the Banding Test (9th October) and those children who achieve the score required will be invited to take a second test on a later date.

13. Will I receive my child's banding test results?

Although in practical terms the school bands to ensure a mixed ability intake and the results of the banding test have no real bearing on your child's likelihood of getting a place, the school admissions code requires schools to make all reasonable efforts to inform parents of the results of any selection tests undertaken.

The College will therefore take all reasonable steps to inform parents by email of the outcome of the banding test before the closing date for secondary applications (31 October).

Please note:

The banding test is **not** something you pass or fail and places are **not** allocated on the basis of how an applicant does in the banding test. Rather the result in the test is used to place applicants in one of five ability bands and then the criteria described in our admissions policy is used to allocate places within each of the bands.

The band your child is placed in has no real bearing on their likelihood of getting a place. The number of places in each band to be allocated under each criterion varies from year to year. These numbers **cannot** be known in advance of application.

14. When do we find out if we have a place at Liverpool College?

As we are part of the Coordinated Admissions Arrangements of the Local Authority, you will be informed by email/letter from the Local Authority on **1 March 2022** if you have been allocated a place at Liverpool College.

15. Can we appeal an admissions decision?

Parents or guardians will have the right to appeal to an Independent Appeal Panel if they are dissatisfied with an admission decision of Liverpool College. The Appeal Panel will be independent of the College. The arrangement for appeals will be in line with the School Admissions Appeals Code published by the Department for Education as it applies to Academies. The determination of the Appeals Panel will be made in accordance with the School Admissions Appeals Code and is binding on all parties. Liverpool College will prepare guidance for parents or guardians about how the appeals process will work and provide a named contact who can answer any enquiries about the process. Last year 103 Appeals were heard and 1 was upheld.

16. What are the deadlines for applications?

If you wish to apply for a place at Liverpool College, please list Liverpool College as one of your choices on the Common Application Form (Preference Form) which is submitted to the Local Authority by **31 October 2021** for Liverpool Local Authority (other local authorities may have a different closing date).

ALL external applicants must also complete the on-line Year 7 Application (the school's supplementary application form) and submit it to the school by 4pm on Friday 24th September 2021.

17. How can we access the Liverpool College Admissions Policy?

The Admissions Policy is available to view and download on the College website. You can also request that a printed copy be sent to you by contacting the admissions office at the College.

18. Who is the main contact at the College for queries about admissions?

For queries regarding admissions to Liverpool College, please contact Mrs Sally Loveridge (Registrar) – sloveridge@liverpoolcollege.org.uk or 0151 724 4000 ext 3228

The College website also has information regarding the admissions procedure as well as up to date news and information about all parts of the College. www.liverpoolcollege.org.uk

Liverpool College 2 mile radius from main gate on Molyneux Road



KEY DATES FOR YEAR 7 ADMISSIONS 2022

12 September 2021	Application window opens to Parents / Guardians to apply to their local authority See www.liverpool.gov.uk/admissions
September 2021	It may be possible to book a Tour during September and dates and times will be published at the end of August. In the meantime there is a Virtual Tour on the admissions page of our website.
24 September 2021	Liverpool College Y7 Application Form should have been submitted on-line https://www.smartsurvey.co.uk/s/BANDINGTESTREGISTRATIONFORM/
9 October 2021	Banding Test & Music Aptitude Test = Provisional – dependent upon Covid-19 restrictions
31 October 2021	Liverpool Local authority closing date for applications (Common Application or Preference Form). Other local authorities may have a different closing date.
November 2021- February 2022	Local authority coordinates admissions arrangements with schools to allocate places
1 March 2022	Offer emails and letter sent to parents by the local authority

**For more detailed information on the curriculum, routine and timetable at
Liverpool College, please visit our website:**

www.liverpoolcollege.org.uk

If you have any questions please don't hesitate to contact Sally Loveridge
sloveridge@liverpoolcollege.org.uk.