

Parent /Carer of: «Forename» «Surname»
«AddressLine1»
«AddressLine2»
«AddressLine3»
«AddressLine4»
«Postcode»

Stuart Carlton, Corporate Director
Children and Young People's Service
Business Support,
Admissions, Transport & Welfare Team
Jesmond House, 31-33 Victoria Avenue
Harrogate, HG1 5QE
Tel: 01609 533679
Email: schooladmissions@northyorks.gov.uk
Website: www.northyorks.gov.uk/selection

Our ref: «InCatchment» RGS Reply slip
Pupil Ref: «Pupil_Ref_No»

29 May 2020

Dear Parent/Carer

Primary to Secondary School Transfer September 2021 Selection Tests to be held September 2020

We have identified that you live within the selective area for Ripon Grammar School, in order for your child to be considered for a Year 7 place at the school in September 2021, your child will need to sit a selection test for entry.

Due to the current Covid19 situation we are aware that there will be a requirement to alter previous testing arrangements and we will only be able to do this once we have a clearer picture of the number of pupils we need to test and in respect of any further guidelines on class sizes and social distancing.

The test is due to be held on Saturday 19th September at Ripon Grammar School, if there is any change to this, we will let you know.

In the meantime, however, it is important for us to prepare to make the appropriate arrangements for the selection tests and to ensure that we hold the correct information for your child, it is essential that you check the data and complete the enclosed form. The form should be returned as soon as possible and no later than Friday 19th June 2020.

You must indicate on the form and let us know if:

- **Your child is identified as having Special Educational Needs and they are receiving additional School Support**
- **Your child has an Education Health Care Plan (EHCP)**
- **You feel that your child requires special arrangements to enable them to access the tests**
This should reflect the arrangements that are already in place in school.
- **Your child has any medical needs that may require intervention eg. uses an epipen, inhaler, etc.**

Where special arrangements are required this must be discussed with your child's head teacher and that you agree to information being shared with us. The head teacher will then submit a request for the arrangements to the Local Authority and will include any supporting evidence. This must be received by 28th June. Request for special arrangements will be considered in July by a Local Authority Panel before being agreed and put in place for your child. Children requiring such arrangements will take the selection tests on an alternative test date. Please indicate clearly and briefly on the enclosed reply slip your child's additional needs and special arrangements being requested. Any additional supporting information from consultants and other professionals should be sent, marked confidential, to us at this office and indicate this on the reply slip provided.

If you have entered your child for testing and you change your mind and wish to withdraw your child from the testing, please let us know as soon as possible by email to schooladmissions@northyorks.gov.uk or by telephone and confirming in writing.

Confirmation of the test day and time your child will be invited to attend will be posted as soon as possible after the arrangements have been made.

Due to current Covid19 restrictions we are unable to hold the selection evening for parents this year. The evening provides an opportunity for officers from the LA to run through a presentation explaining the selection scheme. The presentation that would normally be given on the evening will be available on our website shortly at www.northyorks.gov.uk/selection.

You will be able to apply for a secondary school place for September 2021 from 12th September 2020 and the closing date for applications is 31st October 2020.

As we currently have limited access to telephones should you have any queries regarding the selection testing, please email us in the first instance schooladmissions@northyorks.gov.uk or contact us on 01609 533679 to leave a message and we will respond in due course.

Yours sincerely

Lisa Herdman

Lisa Herdman
Business Support Manager
School Admissions, Transport and Free School Meals

NORTH YORKSHIRE COUNTY COUNCIL

Pupil Ref: «Pupil_Ref_No»

SELECTION TEST REPLY SLIP

To be returned by Friday 19th June 2020

Please note it is important that you complete and return this form as indicated below to allow the Local Authority to make the necessary arrangements for selection testing

Child's Full Name: «Forename» «Surname»

Date of Birth: «DoB»

«AddressLine1»

«AddressLine2»

«AddressLine3»

«AddressLine4»

«Postcode»

Current school: «School_Name»

Please tick below as appropriate:

I confirm that my child will be attending selection testing at Ripon Grammar School on Saturday 19th September 2020.

I **do not** want my child to sit the selection tests and I understand that my child will be withdrawn from the selection test scheme.

I feel that my child requires special arrangements to undertake the selection tests and these have been discussed with the Head Teacher. Please provide brief reasons below.

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I understand that should special arrangements be agreed the test date may not be on the Saturday above and that it could be later in September/October.

Please complete the details below:

Parent/Carers Name:	Email:
Address:	
Post code:	
Main contact phone:	Mobile contact (if different):
Parent/ Carer Signature:	
Date:	

Please return this form asap and no later than FRIDAY 19TH JUNE 2020

Email: schooladmissions@northyorks.gov.uk (please include in the Subject box "Selection test Reply Slip")

Post: School Admissions, Jesmond House, 31-33 Victoria Avenue, Harrogate, HG1 5 QE

Contact: Lisa Herdman, Business Support Manager, 01609 534953.