

In accordance with the requirements of the Department of Education's School Admissions Code, Mill Hill County High School is consulting on their admission arrangements for the academic year 2022/23.

The consultation will run for 6 weeks commencing on **Monday 12th October 2020** and closing on **Monday 23rd November 2020**.

Main proposed change to Admissions Policy and Procedures Document:

- Inclusion of Sixth Form Admissions Policy

The proposed Admissions Policy and Procedures Document can be found on our website <https://www.mhchs.org.uk/sept-2022-intake/225892.html> and attached to this email.

The consultation has been communicated by Mill Hill County High School to:

The London Borough of Barnet Council

Neighbouring Councils

Head teachers of primary and secondary schools in the borough of Barnet

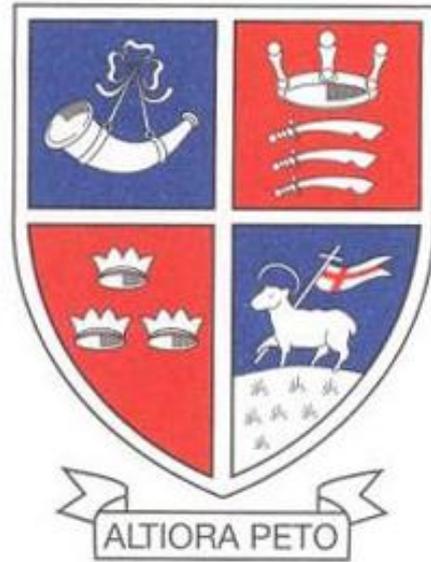
All parents, carers and guardians of Mill Hill County students via the Mill Hill County High School website

Public Notice placed in Hendon & Finchley, Edgware & Mill Hill, Barnet & Potters Bar and Borehamwood Times newspapers

Responses to these arrangements are invited and should be submitted to Mrs A Leonard on Leonarda@mhchs.org.uk or by post to the school address MHCHS, Worcester Crescent, London, NW7 4LL, by **Monday 23rd November 2020**.

The Governing Body will then consider all responses before determining the final admission arrangements by **Sunday 28th February 2021**.

Mill Hill County High School



Procedures Document for Admission
under Criterion 5 of the
Admissions Policy

Technological, Musical and Dance Aptitude

For Year 7 entry in September 2022

The School Admissions Code 2014 requires that tests for aptitude in a particular subject should test only for aptitude in the subject concerned and not for ability. Parents should therefore **not** include certificates of attainment or references when registering for a test.

The School Admissions Code 2014 requires schools to conduct any aptitude tests and to report the results to parents before parents make applications for other schools.

Parents who wish their children to be considered for places in September 2022 under Criterion 5 of Mill Hill County High School's Admission Policy, must apply to take the Technological and/or Musical and/or Dance Aptitude Tests by 3:00pm on Friday 14th May 2021. To register your child please access the school website www.mhchs.org.uk. Click on Admissions tab and then select Sept 2022 Intake and click 'Apply for Aptitude Test 2022'. You will be required to complete a registration for each criterion you wish your child to have access to. You can apply for one or a combination of the three options under Criterion 5. On successfully completing the on-line registration, you will receive an email confirming your chosen test(s) stating your child's Unique ID Number. This ID Number must be quoted in all correspondence with the school regarding your child's aptitude test(s). Failure to complete the required registration by the deadline will result in your child missing the opportunity to take an aptitude test. Please ensure that your registration is completed no later than the deadline as late registrations will **NOT** be accepted.

Special Consideration for the Aptitude Tests: If you consider that your child may be disadvantaged under the terms of the Disability Discrimination Act or has special educational needs which require the school to make particular provision for the tests, you must provide written evidence of this from your child's current school. This evidence should be sent immediately after registering for the test(s) quoting your child's Unique ID number. In order for special arrangements to be made, this information should be received by Friday 21st May 2021. You will be informed in advance of the test date of any appropriate special arrangements that will be made for your child.

Registering to take Aptitude Tests does not commit parents to naming Mill Hill County High School as one of their choices on the Common Application Form for secondary transfer.

The school will write to the parents of all pupils who take the test(s), giving the pupils' offer score(s). Because a score on its own is likely to mean very little to parents, the school will provide information about the range of scores which led to the allocation of places under Criterion 5 for the previous intake to help parents to judge whether or not it is worthwhile to apply for a technological, musical and/or dance aptitude place at the school.

The School Admissions Code 2014 makes it clear that schools must not indicate to parents that they have a guaranteed selective place.

1. Technological Aptitude Test

All applicants who submit their registration before the deadline on Friday 14th May 2021, 3pm will be offered the opportunity to sit a Verbal Reasoning and Abstract Reasoning Test. The test will take place on one test day to be held on Saturday 11th September 2021. Please note it may be necessary to allocate additional dates without prior advertising to accommodate the number of registrations received. Slots will be allocated at the discretion of the school and are not negotiable.

The results of both tests will be added together to produce an offer score. No minimum score will be required, places being offered strictly in descending order of each applicant's combined score. In the event of pupils gaining equal final scores, priority will be given to Criterion 2 geographical proximity to the school.

Please be aware that when you receive your child's score it is an age standardised score, we do not give out raw scores.

The Tests are Multiple Choice papers set by GL ASSESSMENT to be completed on Multiple Choice Answer Sheets. The papers each last for one hour with additional time for explanation and practice questions given by staff at the start of each timed section.

The ability of the pupil to listen to and follow all instructions and to complete the answer paper fully is itself tested.

Pupils are instructed not to write on the question papers, which are costly and which are used over and over again. Question papers are individually checked after each testing session; any marks are erased, if that is possible, and if it is not, the papers are replaced. It is not possible, however, to be 100% sure that every mark has been noticed and erased marks may leave indentations or other traces. If pupils find marks on their question papers, they should understand that they have been placed there by previous pupils, contrary to instructions, and are obviously no guide whatsoever to the correct answers.

All those who have registered to take the Technological Aptitude Test should have been informed of their test time and date by Friday 28th May 2021. If this has not happened, parents **must** email (admissions@mhchs.org.uk) or write to the Admissions Office at the school by Friday 4th June 2021.

The online registrations via the school website open on Friday 26th March 2021 and close at 3pm on Friday 14th May 2021.

Late registrations to take the test cannot be accepted.

Please see §4 on Page 7 below for information about difficulty with dates.

2. Musical Aptitude Test

- i. Aptitude will be assessed entirely on the basis of the child's musical aptitude test. Grade examination passes (eg. Associated Board, Guildhall, Trinity etc.) are not required and are not taken into consideration. Certificates and mark sheets should not be submitted.
- ii. Applicants for music places will be tested in two elements of National Curriculum: listening and performing.
- iii. With the time constraints, it is not possible to assess fairly children's aptitude for the third element of the National Curriculum Music, composing, since there is no way of guaranteeing that any work presented is actually the candidates' own. Composing is not therefore a part of the selection.
- iv. Children's musical backgrounds vary considerably and throughout the testing process, staff will be looking for aptitude and not accomplishment. A child with a keen sense of pitch and rhythm, good physical coordination and the ability to perform even the simplest piece well, will score more highly than a Grade 3 trumpeter with a weak sense of pitch and rhythm.

There will be two parts to the test:

1.1 Listening

There will be three tests each on rhythm, melodic memory, listening & awareness.

Pupils will be marked out of a total of 60 marks according to the accuracy of their responses as follows:

Rhythm	a) 3 marks	b) 5 marks	c) 8 marks	= 16
Melodic Memory	a) 4 marks	b) 7 marks	c) 11 marks	= 22
Listening & Awareness	a) 4 marks	b) 7 marks	c) 11 marks	= 22
				60

Examples of listening tests 1 and 2 are provided in the Appendix. This is to assist primary school music teachers and others to help children to understand what will be required of them. The School also hopes that by providing examples of the tests, primary school/music staff may advise parents whether or not this test is appropriate for their child.

1.2 Performance

Applicants will be asked to perform one prepared piece (one instrument only **OR** singing), no minimum length, maximum length 2 minutes (applicants will be stopped after 2 minutes, whether or not they have finished). The piece may be sung **or** played and there are no restrictions on the choice of performance medium, subject only to practicality; any style of singing, all classroom instruments, orchestral instruments, percussion, piano, guitar etc. are admissible. The only stipulation is that instruments other than piano, keyboard and basic drum kit (single pedal bass drum, tom-tom, snare drum, high-hat and crash cymbal) must be brought by the applicant, unless prior arrangements have been made with the school. The pianos/keyboards available at the test will be Electric Keyboard Yamaha PSR 450, Electric Piano Technics SX PX665 or Acoustic Boston Grand Piano. Applicants can also bring their own electric keyboard with adaptor. An amplifier and lead will be available for keyboards/electric guitars; a CD player is available for backing tracks, but these must be accompaniment only: eg. applicants will not be permitted to sing along with a recorded vocal track, also there are no click tracks permitted.

Please note that due to time constraints we are not able to play music from mp3 players (eg. an iPod), mobile phones or cassette tapes and these should not be brought to the test. If required pupils must ensure that music is brought to the test on a CD, which can be played on a CD player.

Applicants are advised to perform unaccompanied, but school staff will be available to provide accompaniments so long as the piano accompaniment sheet music is attached to the child's registration form and received by the school before the deadline on **Friday 14th May 2021, 3pm.**

For reasons of timing, applicants will not be permitted to bring their own accompanists. Musicians will be on hand in the warm-up room to assist with tuning, where necessary, but there will not be an opportunity for rehearsals.

The performance piece may be a composition of the applicant's own.

All applicants, including those playing their own compositions and those who have included a piano accompaniment, must forward with their registration a separate copy of the music which they intend to play so that the testing staff may assess the accuracy of performance.

A copy of the sheet music to be played must be received by the school in **hard copy** by the deadline on Friday 14th May 2021, 3pm. In order to avoid confusion, parents should quote their child's Unique ID Number issued on registering for the test and should print out a copy of the online music registration form which they will receive as an attachment to their email confirmation and enclose this with the music. **If the music sheet score is not received by the deadline on Friday 14th May 2021 at 3pm the registration for**

a musical aptitude test will be considered incomplete and your child will not be permitted to test for a musical aptitude place.

No changes to the piece of music to be played can be made after the deadline on Friday 14th May 2021, 3pm.

The performance will be marked out of 60 as follows:

Accuracy of pitch & rhythm	16 marks
Interpretation	16 marks
Expressive Qualities	16 marks
Standard of difficulty	12 marks
Total	60 marks

In the event of pupils gaining equal final scores, priority will be given to the total marks scored Performance that is accuracy of pitch and rhythm, interpretation, expressive qualities and standard of difficulty.

Musical aptitude tests will be held on Sunday 13th June 2021, Sunday 20th June 2021, Saturday 26th June 2021 and Saturday 10th July 2021. It may be necessary to allocate additional dates at short notice and without prior advertising to accommodate the number of registrations received. Slots will be allocated at the discretion of the school and are not negotiable. Pupils who are offered a place under this criterion will be expected to participate in the extra-curricular musical activities of the School, at least until the end of Year 9.

Applicants should have been informed of their musical aptitude test date and time by Friday 28th May 2021. If this has not happened, parents **must** email (admissions@mhchs.org.uk) or write to the Admissions Officer at the school address by Friday 4th June 2021.

The online registrations via the school website open on Friday 26th March 2021 and close at 3pm on Friday 14th May 2021.

Late requests for a musical aptitude test cannot be accepted.

Please see §4 on Page 7 below for information about difficulty with dates.

3. Dance Aptitude Test

Dance aptitude tests will be held on Sunday 27th June 2021 and Saturday 3rd July 2021. Additional dates will be added at short notice and without prior advertising to accommodate the number of registrations received. Slots will be allocated at the discretion of the school and are not negotiable.

During the dance aptitude test students will be taught a short movement sequence and given time to improvise for 32 counts to demonstrate any dance actions of their choosing. They will learn this as a group and then perform the taught sequence and improvisation individually. Whilst we study and appreciate a wide range of dance styles at MHCHS the main focus is on contemporary dance and therefore we expect the students to dance in bare feet. Students will be expected to show an aptitude and potential in this style.

The dance aptitude test will be graded out of a total of 40 marks as follows:

Demonstration of technical and physical skills	15 marks
Demonstration of expressive skills (focus, projection, energy, timing, musicality)	15 marks
Composition (ability to create own material)	10 marks
Total	40 marks

The test will last between 30 and 40 minutes.

No minimum score will be required, places being offered strictly in descending order of each applicant's score. In the event of pupils gaining equal scores, priority will be given to Criterion 2 geographical proximity to the school.

Pupils who are offered a place under this criterion will be expected to participate in the extra-curricular dance activities of the School, at least until the end of Year 9.

The school is not able to provide childcare facilities for pupils at Dance aptitude tests. Parents must be on hand to receive their children when their test is finished.

Students should dress appropriately for a dance aptitude test in comfortable clothing, no costumes, no jewellery and hair should be tied back.

Applicants should have been informed of their test date and time by Friday 28th May 2021. If this has not happened, parents **must** email (admissions@mhchs.org.uk) or write to the Admissions Officer at the school address by Friday 4th June 2021.

The online registrations via the school website open on Friday 26th March 2021 and close at 3pm on Friday 14th May 2021.

Late requests for a dance aptitude test cannot be accepted.

Please see §4 below for information about difficulty with dates.

4. Medical/Religious

Pupils unable to attend aptitude tests because of their own illness will require a medical certificate/note; in such cases alternative arrangements **may be made**. Medical certificates/notes must be received within 10 days of the missed test.

Parents of pupils who are unable to attend tests for religious reasons need to inform the school within 10 days of receiving their allocated date and time, including a supporting letter (on their headed paper) from a recognised minister of religion. Again, alternative arrangements **may be made**.

There is no provision for alternative test dates and times other than in the medical and religious circumstances detailed above. For example, the school will not make alternative arrangements for testing if different schools have tests on the same day; the school has taken every reasonable step to try to avoid clashes. It is the responsibility of parents to decide if children are fit to take the test. Once the test has been taken, it is not possible to take medical or other concerns into consideration, marks cannot be adjusted and tests may not be re-taken.

As The School Admissions Code 2014 requires schools to report the results of aptitude tests to parents before parents make their applications for schools, should an alternative date be arranged due to medical or religious reasons due to time constraints the school may give less than 24 hours' notice of the new date and time of the test.

Year 7 Entry in September 2022 Timetable:

Online Aptitude Test Registrations Open	Friday 26th March 2021 - Deadline: Friday 14th May 2021, 3pm Please note registrations must be completed by Friday 14th May 2021, 3pm , late registrations will not be accepted
Notification of Aptitude Test dates and times	Parents/carers who register for an aptitude test before the deadline on Friday 14th May 2021, 3pm will be informed of their appointment date and time by Friday 28th May 2021 Please note registrations must be completed by Friday 14th May 2021, 3pm , late registrations will not be accepted
Deadline for enquiring regarding Aptitude Test dates and times	If you registered for a test but have not received confirmation of your date and time you must contact the Admissions Officer (admissions@mhchs.org.uk) by the deadline: Friday 4th June 2021
Dance Aptitude Test Dates	Sunday 27th June 2021 and Saturday 3rd July 2021 Slots will be allocated at the discretion of the school and requests for alternative dates and times will not be accommodated except in the incident of religious or medical grounds as out lined in the schools Admissions Procedures Document <i>Additional dates may be added at short notice to meet the number of registrations received for dance aptitude tests</i>
Musical Aptitude Test Dates	Sunday 13th June 2021, Sunday 20th June 2021, Saturday 26th June 2021 and Saturday 10th July 2021 Slots will be allocated at the discretion of the school and requests for alternative dates and times will not be accommodated except in the incident of religious or medical grounds as out lined in the schools Admissions Procedures Document <i>Additional dates may be added at short notice to meet the number of registrations received for musical aptitude tests</i>
Notification of Dance and/or Musical Aptitude Results	By Friday 23rd July 2021 If you have not received notification by this day please contact the Admissions Officer via email (admissions@mhchs.org.uk)
Admissions Office closed	Monday 26th July 2021 – Wednesday 1st September 2021 (TBC) Please note that it may not be possible to address queries raised during this period or respond to telephone calls or emails
Technological Aptitude Test Dates	Saturday 11th September 2021 Slots will be allocated at the discretion of the school and requests for alternative dates and times will not be accommodated except in the incident of religious or medical grounds as out lined in the schools Admissions Procedures Document <i>Additional dates may be added to meet the number of test registrations received</i>
Notification of Technological Aptitude Test Results	By Friday 15th October 2021 If you have not received notification by this day please contact the Admissions Officer via email (admissions@mhchs.org.uk)
Local Authority Secondary transfer online applications	1st September 2021 - Deadline: 31st October 2021 If you wish, your child to be considered for a place at MHCHS you must include it as one of your preferences
Open Evening	Date to be confirmed
National Offer Day	1st March 2022 Local Authorities inform applicants which secondary school they have been allocated

SECTION 1: RHYTHM

Candidates should clap the following rhythms after hearing each one played twice

a)

3 marks

♩ = 74

A musical staff in treble clef with a key signature of two sharps (F# and C#) and a 2/4 time signature. The melody consists of a quarter rest, followed by a quarter note G4, a quarter note A4, a quarter note B4, and a quarter note C5. Below the staff are three empty brackets for clapping: the first bracket is under the quarter rest, the second is under the G4 and A4 notes, and the third is under the B4 and C5 notes.

b)

5 marks

♩ = 80

A musical staff in treble clef with a key signature of two flats (Bb and Eb) and a 2/4 time signature. The melody consists of a quarter note G3, a quarter note A3, a quarter note Bb3, a dotted quarter note C4, an eighth note Bb3, a quarter note A3, a quarter note G3, a quarter note F3, and a quarter note Eb3. Below the staff are five empty brackets for clapping: the first is under G3 and A3, the second is under Bb3 and C4, the third is under Bb3 and A3, the fourth is under G3 and F3, and the fifth is under Eb3.

c)

8 marks

♩ = 66

A musical staff in treble clef with a key signature of two flats (Bb and Eb) and a 6/8 time signature. The melody consists of a quarter note G3, a quarter note A3, a quarter note Bb3, a quarter note C4, a dotted quarter note Bb3, a dotted quarter note A3, a quarter note G3, a quarter note F3, a quarter note Eb3, a quarter note D3, a quarter note C3, a quarter note B2, and a quarter note A2. Below the staff are eight empty brackets for clapping: the first is under G3 and A3, the second is under Bb3 and C4, the third is under Bb3 and A3, the fourth is under G3 and F3, the fifth is under Eb3 and D3, the sixth is under C3 and B2, the seventh is under A2, and the eighth is under the final A2 note.

SECTION 2: MELODIC MEMORY & PITCH

(preferably sung to 'la', but a 'hum' or 'whistle' may be acceptable)

Candidates should repeat the notes/phrases after hearing each test played twice

N.B. THE STARTING NOTE SHOULD BE PLAYED FOR TEST b) and c)

a) (i)

1 mark



a) (ii)

3 marks



b)

7 marks



c)

11 marks



SECTION 3: LISTENING & MUSICAL AWARENESS

Test (a) DYNAMICS and ARTICULATION 4 marks

Sample Questions:

- Question 1. a) Were the dynamics mostly loud or soft? 1 mark
b) What is the musical term for that? 1 mark
- Question 2. a) Was it mostly smooth or detached? 1 mark
b) Do you know the musical term for that? 1 mark

Test (b) TEMPO, DYNAMICS & TONALITY 7 marks

Sample Questions:

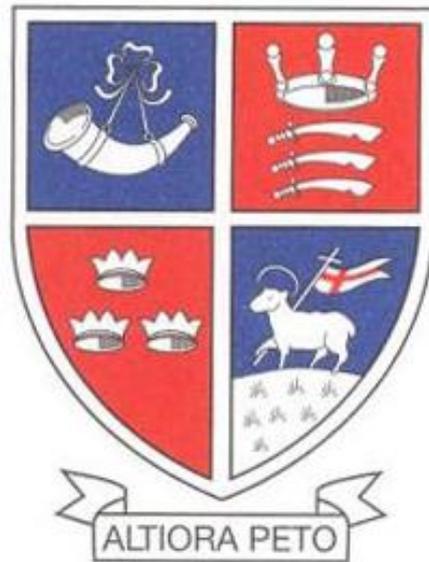
- Question 1. Did the music stay at the same tempo throughout? 1 mark
- Question 2. Where did it change/What change or changes took place? 2 marks
- Question 3. Is the music in a major or minor key? 1 mark
- Question 4. Can you broadly describe the dynamics? 3 marks

Test (c) BEAT, CHARACTER, TEMPO, TONALITY & DYNAMICS 11 marks

Sample Questions:

- Question 1. What is the pulse of this piece? Is it 3 or 4 beats? 1 mark
- Question 2. Can you describe the character or style of this piece? What is it like? 2 marks
- Question 3. a) Does it stay at the same tempo throughout? 1 mark
b) Describe the changes 2 marks
- Question 4. Tonality: Is it in a major or minor key? 1 mark
- Question 5. Can you describe any other particular features of this style of music? 3 marks

Mill Hill County High School



Admissions Policy & Admission Procedures

For entry the academic year 2022/2023

Admissions Policy 2022/2023

Year 7 Entry

Pupils will be admitted on transfer from Year 6 into Year 7. The Published Admission Number for September 2022 is 243 (two hundred and forty-three).

The Published Admission Numbers for Years 8 to 11 from September 2022 is 243 (two hundred and forty-three).

There is a separate admissions process for children with an Education, Health and Care Plan (EHC). Parents should seek assistance from their Local Authority. The procedures outlined below should not be used.

Where Year 7 applications for admission exceed the Published Admission Number, the following criteria will be used, in the order given below, when considering which children to admit:

1. Looked after children (Children in public care) or previously looked after children
 2. 90 pupils on the basis of geographical proximity
 3. Siblings
 4. Children of members of staff of Mill Hill County High School
 5. Up to 24 technological aptitude, 24 musical aptitude and 12 dance aptitude places
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1. Children who are in public care, under the provision of the Children Act 1989, or who were in public care but ceased to be so because they were adopted (or became subject to a residence order or special guardianship order).
 2. A maximum of 90 (ninety) pupils will be admitted on the basis of geographical proximity, distance is measured in a straight line between the address point for the child's home, supplied by Ordnance Survey, to the Head's Office using the Council's computerised geographical information system. Applicants from the same block of flats, or applicants who live the same distance from the school will be selected in random order using Barnet Council's computerised system and places will be offered accordingly. The pupil's recognised permanent home address and place of residence at the time of the closing date for applications to the school is used. Where parents have shared responsibility for a child following the breakdown of their relationship and the child lives for part of the week with each parent, the closer of the two addresses will apply under this criterion. Documentation (e.g. utility bills, but not mobile telephone bills) should be included to verify this address. The offer of a place may be withdrawn if the address given is found not to be the permanent address. The 90 places will include any applicants who could be admitted under other criteria.

3. All applicants, who have an elder sibling who is on the school roll at the time of the closing date for applications to the school, and who is permanently resident at the same address, will be offered places. For the purposes of this criterion, “sibling” is understood to mean brothers and sisters, half-brothers and half-sisters, step siblings, adopted siblings and other children for whom there are a guardianship order in place who live permanently at the same address with at least one adult who has parental responsibility for them both. “Foster siblings” are also included, provided that it is a long-term fostering arrangement which is in place both at the time of application and when the younger child enters the school. The offer of a “foster sibling” place may be withdrawn if the fostering arrangement ends before the younger child would enter the school.

Multiple births:

It is the school’s policy to admit both (or all) brothers or sisters in the case of multiple births, provided that at least one of the siblings gains a place under any criterion and that the school is deemed appropriate for the educational needs of the additional child(ren). The additional place(s) will be counted as sibling admission.

4. The school will admit a child of a member of staff provided that:
 - a) the member of staff (defined below) has been employed at the school for two or more years at the time at which the application for admission to the school is made and/or
 - b) the member of staff is recruited to fill a vacant post for which there is a demonstrable skill shortage

For the purposes of satisfying these criteria, a member of staff is defined as a member of the full-time teaching staff, or of the part-time teaching staff with a 50% and above timetable, or a member of the full-time support staff (on a 38 week and above contract), or of the part-time support staff who work 50% and above as determined by their role (on a 38 week and above contract) whose role and activities can be demonstrated to provide a significant impact on student achievement at the school. The Governors’ Admissions Committee will determine whether the member of staff meets the requirements for this rule. Children of staff must live at the same address as the member of staff on a permanent basis.

This definition does not include contract staff. Where a service such as catering has been ‘in house’ and is subsequently ‘contracted out’, children of staff will not be eligible for admission under this criterion. This definition does not include peripatetic staff employed by LBB.

If there are 60 remaining places after allocations under Criteria 1 – 4 and any places allocated to children with an Education, Health and Care Plan (EHC) formally known as Statements of Special Educational Needs (SEN), those 60 places will be allocated on the basis of technological aptitude* (24), musical aptitude** (24) and dance aptitude*** (12).

If there is a tie for the final place to be offered (for technological aptitude, music or dance) then the place will be offered on the basis of geographical proximity, as in Criterion 2.

If there are more than 60 places remaining, 60 places will be allocated as above and any remaining places will become additional geographical proximity places, under Criterion 2.

If there are fewer than 60 places remaining, all remaining places will be allocated on the basis of technological, musical and dance aptitude in the proportions $\frac{2}{5}$ (two fifths) to technological, $\frac{2}{5}$ (two fifths) to music and $\frac{1}{5}$ (one fifth) to dance, any odd places being allocated first to technological aptitude and then to music.

The total number of places allocated under Criterion 5 will not exceed 60.

The School Admissions Code 2014 requires schools to conduct any aptitude tests and to report the results to parents before parents make applications for other schools. Tests for technological aptitude, music and dance places are publicised on the MHCHS website. Details of the aptitude tests are included for information in the Procedures Document for Admission under Criterion 5 of the Admissions Policy. Online applications for aptitude tests will open on Friday 26th March 2021 and the final date to apply to take these aptitude tests in respect of admission to Year 7 in September 2022 is 3:00pm Friday 14th May 2021.

*

Technological Aptitude. All applicants seeking a place on the basis of technological aptitude must previously have sat our test on Verbal Reasoning and Abstract Reasoning. The results of both tests will be added together to produce an offer score. No minimum score will be required, places being offered strictly in descending order of each applicant's combined score. In the event of pupils gaining equal final scores, priority will be given to Criterion 2 geographical proximity to the school.

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Musical Aptitude. All applicants seeking a place on the basis of musical aptitude must previously have obtained a score in our musical aptitude test. If there are more applicants than places, places will be offered strictly in descending order of each applicant's score. In the event of pupils gaining equal final scores, priority will be given to the total marks scored for Performance that is accuracy of pitch and rhythm, interpretation, expressive qualities and standard of difficulty, should the scores still tie then criterion 2 will be used.

Dance Aptitude. All applicants seeking a place on the basis of aptitude for dance must previously have obtained a score in our dance aptitude test. If there are more applicants than places, places will be offered strictly in descending order of each applicant's score. In the event of pupils gaining equal final scores, priority will be given to Criterion 2 geographical proximity to the school.

Vulnerable Children (Fair Access Protocol)

Barnet Council's Fair Access Panel may require the school to admit a child exceptionally, either outside the normal admission arrangements or in excess of the published admission limit, in order to protect the interests of vulnerable

children and those with challenging behaviour. These pupils will be shared between schools in ways that are fair, objective and transparent.

Admissions of Children outside their normal age group

It is the school's policy for children to be educated within their correct chronological year group, in line with DfE guidance. If parents/carers believe their child should be educated in a different year group they must, at the time of application, submit supporting evidence from relevant professionals working with the child and family stating why the child must be placed outside their normal age appropriate cohort. The Academy Trust of MHCHS after consulting the Headteacher is responsible for the decision to accept the application on the basis of the evidence submitted. There is no guarantee that an application will be accepted on this basis. If the application is not accepted this does not constitute a refusal of a place and there is no right to an independent statutory appeal in accordance with the Schools Admissions Code 2014.

Late Applications

All applications received after the national deadline, 11.59pm 31st October 2021, will be treated as late applicants. They will be considered in keeping with the "Late Applications" arrangements set out in Barnet's application literature as part of the Co-ordinated Admissions arrangements.

Appeals

If you are unsuccessful in being allocated a place at Mill Hill County High School you will receive details of the Appeals procedure.

The School has established arrangements for appeals to an Independent Appeals Committee against non-admission. Details of admissions and appeals arrangements are published at the end of February each year.

Waiting Lists and In Year Admissions

In addition to the right of appeal, unsuccessful candidates will be offered the opportunity to be placed on a waiting list.

This waiting list will be maintained in order of the oversubscription criteria set out above until December and thereafter the following oversubscription criteria will apply in number order: 1. Looked After Children and former Looked After Children; 2. Siblings; 3. Children of the members of the staff of Mill Hill County High School; 4. Proximity to the School.

In Year admission applications for Years 7 to 11 are coordinated via Barnet Local Authority. To place your child on our lists please follow the instructions on the following link:

<https://www.barnet.gov.uk/schools-and-education/school-admissions>

Vacancies in Years 8 to 11 will be filled in accordance with the following oversubscription criteria in number order: 1. Looked After Children and former Looked After Children; 2. Siblings; 3. Children of the members of the staff of Mill Hill County High School; 4. Proximity to the School.

Admissions Process for year 7 entry

1 Read our Admissions Policy and Procedures Document

These documents will be available on our website by February 2021.

2 Apply for Aptitude Tests

Should you wish your child to be considered for a place under criteria 5 applications for our Technological Aptitude, Musical Aptitude and Dance Aptitude Test open on Friday 26th March 2021 and close at 3pm on Friday 14th May 2021. You are strongly advised to consult your child's Headteacher about whether or not your child should undertake the aptitude tests.

3 Read our School Prospectus

The Prospectus will be available on the school website at the start of the autumn term.

4 Visit the School

Parents considering applying for a place for their child at Mill Hill County High School are strongly advised to visit the School. Our Open Evening will be held in the autumn term, date to be confirmed. This will allow parents the opportunity to meet students and staff of the School, to look round the buildings and to ask questions. A very limited number of parents (not children) may be able to tour the school, by appointment, after the Open Evening has taken place. Places on such tours will be allocated on a first-come-first-served basis and there is, therefore, no guarantee that a place will be available. Please email the Admissions Officer at admissions@mhchs.org.uk for further details.

5 Applying for a place at the School

To apply for a year 7 place you will need to complete your Local Authority (LA) online secondary school transfer application form naming Mill Hill County High School as one of your choices.

6 Allocation of Places

The Governors will rank all on time applications in accordance with the published admissions criteria which is then forwarded to Barnet Council to dovetail into the PAN London allocation programme. If you have been allocated a place, the LA will write to you on 1st March 2021.

The School will also receive details of places allocated by the LA and we shall write to you detailing the criterion under which your child has been allocated a place, or, if your child has not been allocated a place, explaining why.

If you are unsuccessful in being allocated a place at Mill Hill County High School you will receive details of the Appeals procedure.

Further Enquiries

Due to the number of expression of interest received by the school it is difficult for us to deal with telephone enquiries, if you do have further enquiries, please write to the Admissions Office, at the school address, enclosing a stamped addressed envelope, or send an email to admissions@mhchs.org.uk. These are also the means of

communication which you should use if you have not been notified of an aptitude test date/time, by the dates specified in our Admissions Procedures document.

Year 12 Entry

Mill Hill County High School Sixth Form is co-educational. We pride ourselves on the care and continuing support which we give to all of our students throughout their time in the Sixth Form. This, together with our excellent reputation for preparing students for public examinations and University, has meant that we have always attracted a large number of students from other schools, as well as from our own Year 11. We welcome applications from both.

Preference is given to existing year 11 students who meet the academic requirements, however the total number in year 12 will not exceed 250 students.

Specific course admissions criteria will be published in the year of application and publicised on the school website.

Oversubscription Criteria:

In the event of the sixth form, being over-subscribed after the admissions criteria outlined above have been met and the admission of students with Education, Health and Care Plan where Mill Hill County High School is named on the plan, the following over subscription criteria will apply:

1. A looked after child or a child who was previously looked after but immediately after being looked after became subject to an adoption, resident or special guardianship order. A looked after child is a child who is (a) in the care of a local authority, or (b) being provided with accommodation by a local authority in the exercise of their social services functions as outlined in section 22 (1) of the Children Act 1989.
2. Students who were on roll at Mill Hill County High School in year 11.
3. Children of members of staff of Mill Hill County High School.
4. Students whose choices are most appropriate given their aptitude, their forecast GCSE grades, the size of sets, and the resources and funding available.

Admissions Process for year 12 entry

There is a separate admissions process for candidates with statements of SEN/Education, Health and Care plan. We would ask you to contact the Head of Sixth Form for an initial consultation by email: admissions@mhchs.org.uk

1 The Sixth Form Prospectus: Information about Mill Hill County High School Sixth Form can be found on our website by clicking on the Sixth Form tab followed by the Prospectus tab.

2 The Sixth Form Open Evening: A date has yet to be set for the Open Evening but it will be held in the Autumn term in 2021 (please check the school website

www.mhchs.org.uk in September). This will allow students and parents the opportunity to meet students and staff of the School, to look round the buildings and to ask questions.

3 Sixth Form Applications: Applications are initially on-line via our school website. You will be required to initially register your interest by completing an on-line application form. On submitting your on-line application you will receive a confirmatory email, with an attached application form. This form needs to be completed and returned to the school no later than the deadline on 31st January 2021. Failure to do this will mean that your application at this stage will not be progressed further.

On receipt of your completed form we will write to your school to request your predicted grades, those who meet the entry and course requirements will be invited to the school for a consultation to discuss course suitability in February/March.

We will write to you at the end of March with the outcome of your application.

Applications Post GCSE Results Day August 2022: It is possible that the School may have some places available in the Sixth Form post GCSE Results Day in August 2022. Please visit the School's website in the Summer Term for further information.

Right to Appeal

The School has established arrangements for appeals to an Independent Appeals Committee against non-admission. Details of admissions and appeals arrangements are published on our website at the end of February each year.