



# **The Crossley Heath School Admissions Process**

## **Frequently Asked Questions**

**How do I apply to sit the admissions test?**

All applications must be made online through North Halifax Grammar School or Crossley Heath School websites before the advertised deadline.

**When do I need to apply for the admissions test?**

The registration process usually opens around the end of March (when your child is in Year 5) and the closing date is usually in late June, but please check the Halifax Grammar Schools' websites. All applications must be made online using the online application procedure on the Halifax Grammar Schools' websites. If you do not have access to the website contact either school office.

**What happens if I miss the application deadline?**

No late applications will be considered without extenuating circumstances.

**What happens if my child is registered to sit an admissions test elsewhere on the same day?**

Unfortunately we are unable to offer an alternative date to sit our test.

**Is there a fee?**

No. There is no charge for the test and neither school operates a fee-paying system upon entry.

**When is the admissions test date?**

The entrance test usually takes place in September (this may be subject to change). All applicants will be sent an email in early September confirming the specific date and timings for the day.

**Is there a pre-test my child can sit?**

No. The schools do not organise a pre-test. We recommend taking a look at the familiarisation materials suggested on the admissions section of our website.

**What does the admissions test consist of?**

There are three papers consisting of English and Mathematics, and Creative Writing.

**Does it matter where I live, whether I have siblings in school or whether I am in receipt of pupil premium?**

If more children reach the required standard in the test than there are places available, the following oversubscription criteria will apply;

- 1) Children looked after, previously looked after or with special guardianship
- 2) Children attracting Pupil Premium and Service Premium

Once the above places have been allocated, the remaining places will be offered according to order of merit until the school reaches PAN.

Where two or more children achieve the same score as the child in the last place to be offered at CHS, the following oversubscription will apply;

- 1) Siblings
- 2) Proximity of the child's home to the school

*Please note - Parents of children in receipt of free school meals/pupil premium should ensure they identify this on the online application form and provide evidence to the Halifax Grammar Schools before the test date. The evidence should be in the form of a letter from the local authority confirming that your child is in receipt of free school meals/pupil premium.*

**When will I hear that I have been entered for the test?**

All applications submitted will receive a 'completed' notification to confirm that the application has been received. In early September you will receive an email containing full details of the test day and confirming where your child will be sitting the exam.

**If my child has a recognised Special Educational Need, Disability or other Medical Requirement is this taken into consideration?**

You will need to indicate this during the registration process and upload a copy of your child's diagnosis with supporting evidence from your child's current primary school (*see the Admissions Policy for further details*). An Access Arrangements Officer from the grammar schools will contact you before the test date to confirm any agreed access arrangements.

**Why is my child sitting the test at North Halifax Grammar School when my first choice is Crossley Heath?**

It makes no difference where your child sits the admissions test. We house the children according to postcode wherever possible. Due to the large number of applications we have to balance the numbers to ensure supervision requirements are met.

**How many children sit the test each year?**

On average approximately 1300 children sit the test each year.

**How many places are available in year 7?**

The admission number for 2026 entry into year 7 is 180 at each Halifax Grammar School.

### **What if my child is ill on the day of the test?**

If you think your child is feeling unwell leading up to the test day, and subsequently is too ill to perform their best on the day, it is your responsibility, as parent/carer, to make the decision as to whether or not to allow them to sit the test. If you sign to consent that your child is fit and well to sit the test and they are unable to perform to their best ability, you do so at your own risk as there is no opportunity for a re-test. Should your child not be well enough to sit the test, you must notify the school as per the Admissions Policy and provide the stipulated evidence. Should your child suffer an injury prior to the test date that may affect their performance please contact the school to discuss suitable arrangements.

### **What happens if my child becomes unwell during the test?**

If your child becomes unwell during the test they will need to inform an invigilator as soon as possible. Your child will be unable to return to any incomplete test(s). Any outstanding tests can be sat at a later date.

### **Can my child sit a supplementary test?**

A candidate can only sit the supplementary test for the following reasons;

- i) Due to medical reasons\*.
- ii) Where a student has moved into the area after the admissions test has taken place\*\*.
- iii) Other extenuating circumstances\*\*\*.

\*Where a child is unable to sit the original admissions test due to being unwell immediately before or on the day of the test and is unable to attend, the school should be informed as soon as possible as per the Admissions Policy and provide the stipulated evidence.

**\*\*Evidence must be provided of the date a student has moved into the area after the admissions test has taken place.**

**\*\*\*E.g. Immediate family bereavement.**

### **Will my child be disadvantaged by sitting the supplementary test?**

No. All children who sit the supplementary test receive the same consideration. Please note that once all children have been tested, your child's order of merit may be subject to change. Should there be any subsequent supplementary test once the results have been issued, the order of merit may be affected.

### **When will I hear if my child has got a place?**

All children who sit the test will have their results uploaded to their Applicaa account approximately three weeks after the test date. Please refer to the admissions timeline on our website. Meeting the qualifying standard in all subjects is **not confirmation of a place**. There may be a supplementary test(s) taking place which could result in changes to your child's order of merit.

### **What is the pass mark?**

There is no pass mark for the admissions test. Places are allocated to the two schools according to the order of merit and in accordance with the Admission Policy for allocation and over-subscription.

### **What do I do once I have received my child's result?**

When you receive your results, if your child has met the qualifying standard for all three papers, they are suitable for a place at either of the Halifax Grammar Schools. You must then complete your local authority's online Common Application Form (CAF), by their closing date in order to be considered further. If you wish to be considered for both of the Halifax

Grammar Schools you must place both on the CAF. You must place your preferred grammar school as your first preference. If the CAF is incorrectly preferenced you may risk losing a place offered at the Halifax Grammar Schools regardless of the order of merit achieved.

**When should I expect to receive final confirmation of the place offered?**

All places are offered on National Offer Day (which falls on 2<sup>nd</sup> March in 2026) by the Local Authority according to the preferences made on the Common Application Form (CAF). Places are offered at both Halifax Grammar Schools strictly based on order of merit and in accordance with the allocation and over-subscription criteria in the Admission Policy.

**What if my child is not offered a place at the Halifax Grammar Schools on National Offer Day?**

If your child has met the entry criteria but hasn't been offered a place, you will have to follow the reallocation procedure which is a Calderdale local authority waiting list.

**What happens if my highest preference on my Common Application Form (CAF) was Crossley Heath School and I was allocated my second preference of North Halifax Grammar School? Could my child still be considered for Crossley Heath?**

Yes, but you would have to follow the reallocation procedure via Calderdale local authority. If at the end of the reallocation process a place did not become available, you would revert to the original second preferenced place offered.

**If my child is not offered a place at one of the Halifax Grammar Schools then will my other lower preferenced school place be compromised?**

Local authorities allocate places according to order of preference. If your child did not achieve the required standard for the Halifax Grammar Schools and they were your first and second preferences, the Local Authority would then allocate your child the lower preferenced school, if you matched their admission criteria.

It is worth noting, if you placed an alternative choice of school on your Common Application Form (CAF) as your first preference, and the Halifax Grammar Schools as your lower preferences and you matched that first preferenced school's admission criteria, the local authority would allocate your first preference to your child as it is your highest preference on the CAF. This is regardless of whether you qualified for a place at either of the Halifax Grammar Schools because you had listed the grammar schools as lower preferences on your CAF.

**Can I appeal if my child is not offered a place?**

All parents have the right to an appeal. You are unable to appeal solely on the grounds of not being offered a place simply because we only have 360 places available across the two schools. If you feel that you have grounds for an appeal this must be logged via the Calderdale local authority website.

Once this is completed the local authority will advise the grammar schools of any applications for appeal and parents will be contacted by the Independent Appeals Service with further instructions.