

Admissions- Frequently Asked Questions

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What are banding assessments and why do you do them?

The assessments are to ensure we have a mixed ability intake every year. The banding assessment is set and marked by GL Assessment and is a cognitive test. It is only used for admissions purposes. The results are not used in school after enrolment. We cannot use data from your child's primary school as this is not available when places are offered.

The bands often bear little or no relation to your child's performance at school. They are cognitive processing tests. No extra time or special arrangements are given. The allocation to a band by the GL assessment is regarded by the Governors as final.

What happens at the banding assessment?

We use four assessments namely the non-verbal, verbal, quantitative and spatial assessments. This is a well tried and tested system widely used by schools for these purposes.

On the day of the assessment session your child will be met by staff who will explain how the assessment is conducted. Your child will take warm-up test questions before each test to give them an idea of what to expect. Your child does not need to prepare or train for the assessments. All the assessments will be completed in a single half day session to avoid tiring out your child. There will be time for comfort breaks and administrative time for instructions, taking in papers, etc. Please bring a pencil and an eraser to the assessment.

Why do you run assessments before I apply?

This is to ensure that you have the results of the assessment in advance of submitting your application to your local authority.

We need to do this because the Admissions Code 2012 states that banding is a form of selection. Although in practical terms the school bands to ensure a mixed ability and the results of the test have no real bearing on your child's likelihood of getting a place at the

school under any admissions criteria, a ruling by the Office of the School's Adjudicator has determined that the school must run these assessments before application.

Can my child fail the assessment?

No. The assessment is not something you pass or fail, and it should not be a source of anxiety for your child. The band your child is placed in has no bearing on their likelihood of getting a place. The number of places in each band available under the distance criterion varies from year to year as the number of children in each band who have applied under the other criteria also vary. These numbers cannot be known in advance of application.

Does my child need to attend the assessment?

Yes. The school gives priority to applications under criteria 2, 3, 4 or 5 to those applicants who have sat the assessment.

I don't live nearby. Should my child sit the banding assessment?

If you are applying under the distance criterion, and you live outside the historic maximum offer distances, the test is likely to prove an unnecessary burden on your child. The school offers places to those who live closest.

Can I give you the results from another school's test instead?

No. All schools have their own assessment processes. The schools' bands represent averages generated from the results from those who sit the test so your child may be in a different band when assessed by a different school.

Can my child sit it remotely?

No. Your child must come into school and sit the assessment. If your child has a statement of Special Educational Needs, you are applying under criteria 1, or if you have been advised by your local authority that you are able to apply to school in the UK despite currently living abroad, please telephone the school office on (020) 7485 3414 to discuss your specific circumstances.

I missed registering on time, can my child still turn up to the banding?

If you missed the registration deadline, but are not too late for the sessions, please telephone the school office on (020) 7485 3414. If the sessions are not full, your child may be able to still attend. However, if they are full, unfortunately your child will not be able to sit the assessment.

I missed or cannot attend the banding assessments – can the school arrange for another session for my child?

No. If the sessions have taken place, your child will not be able to sit the assessment. Nor can the school make special arrangements to accommodate individual circumstances.

My child has not sat the assessment, can I still apply?

Yes, you can still apply. However, as our application numbers are so high, it is highly unlikely that your application would be successful. Please refer to our Admissions Policy for full details. Priority is given to those who sit the assessment.

Does sitting the banding assessment mean my child has a place?

No. Sitting the assessment does not guarantee an offer of a place. But it means if you decide to apply, the school will consider your application under the relevant criterion.

How do I register?

Complete the online application form for banding assessments. You should register an account with the school. Registration means you can change your agreed assessment sessions should you need to if places are still available.

You will receive an automated email confirmation of your child's assessment times. The email address supplied to the school needs to be regularly checked. The school cannot take responsibility for incorrectly spelled email addresses. Please add CSG to your safe lists or address books to ensure that emails don't get caught in a spam filter. Please review this email carefully to ensure that all your details are correct.

Where can I find information on admissions?

- Please click [here](#) for our admissions page, including our admissions policy, and next steps if you are considering applying for Camden School for Girls.
- Please click [here](#) for information on secondary school transfer information if you live in the London Borough of Camden.
- Please click [here](#) for secondary transfer information if you live in the London Borough of Islington.
- Please click [here](#) for the online application for a secondary school place.
- I don't know if I live near enough to get my daughter into the school. How do I find out?
- Please click [here](#) to view maximum offer distances for each band on a map for previous years.
- Please click [here](#) to find out how far away you live from the school.

Bear in mind that living within these maximum distances in no way guarantees an offer of a place.

If I don't live within the maximum offer area, can I still apply to the school?

Yes, you can still apply. However, if you are applying under the distance criterion, it is highly unlikely that your application would be successful. Please refer to our Admissions Policy for full details.

Do I need to apply directly to the school?

You do not apply directly to the school. You must fill out the online application for a secondary school place and you may list as many as six schools on that form.

However, you should register with the school to undertake the banding assessment (and if you are a music applicant, you should also register for the music aptitude assessment.)

Please click [here](#) to register online.

My child has a statement of Special Educational Needs. How do I apply?

Please telephone the school office on (020) 7485 3414 to arrange a meeting with the SEN team. If possible, your child should sit the banding assessment.

How do I apply under the exceptional medical or social need criterion?

Supplementary information from a suitably qualified professional such as a doctor or social worker must be emailed by the e-admissions deadline, 31 October, for the attention of the headteacher Ms Law to admissions@csg.school. The Headteacher and a group of Governors will review your application before deciding whether to offer a place on this criterion. You will be notified of the group's decision in writing before 1 March, National Offer Day, and the letter will indicate which criterion we will use to process your application.

Please note that before deciding to apply under this criterion there must be a compelling reason showing why Camden School for Girls is the only school that can meet this need. Be advised that based on previous decisions, Governors did not agree the following as an exceptional medical or social need:

- Asthma, eczema, allergies, diabetes, car/travel sickness
- dispensing of medication that may require some training as this can be undertaken by any school
- speech and language delay/use of a hearing aid/or because an EHC Plan has not been completed
- a need for your child to stay in friendship groups
- care arrangements where the carer lives close to a particular school

If you feel that one of these examples should be considered you can still apply but you would be expected to demonstrate how this has a significant impact on your child and why Camden School for Girls in particular can meet your child's need.

If I do decide to apply, what preference should I list the school?

That is your choice. The school does not receive this information from the borough. Bear in mind that your child will not be offered a place at Camden School for Girls nor placed on a waiting list should they be offered a place at another school listed higher as a preference. This applies to applications under all criterion.

My child has been offered a place - what happens next?

The school will write to invite you for an induction meeting in the summer term. At this meeting, you will be expected to provide documentary evidence of your permanent home address. If you are unable to provide this, the governors may withdraw the offer of a place. Please see the admissions policy for more information.

How 'long' is the waiting list?

The length of the continuing interest list depends on the year group. Please be advised that there is very little movement in the school population. A vacancy only arises if a current student leaves.

What position is my child on the list?

Please refer to our in-year admissions policy for more information on the criteria. When a vacancy arises, the place is allocated in accordance with the criteria.

How long will I have to wait for a place?

There is very little movement in the school population usually. You may never be contacted with an offer of a place. The governors are unable to take into account any exceptional circumstances unless there is a vacancy in the relevant year group. All in year applications are held on file and you will be contacted if there is a vacancy for which you are eligible.

What is covered by the social/medical criteria?

Applicants considered by the Governors to have an exceptional medical or social need that Camden School for Girls is specifically able to meet. Please refer to our admissions policies for more information.

We live closer to the school than another student but they have been given a place. Why?

It is likely that they were offered a place under a different admissions criterion, not distance.

I wish to appeal. What should I do?

Regardless of your circumstance, the Governors of the school can only offer a place to a child when there is a vacancy. Vacancies are extremely rare. Should you wish to appeal, you can find details of the independent appeals process on the school's website.

How do I apply for one of the music places at CSG?

Please complete the online registration form and select your chosen aptitude assessment date / time.

How do I register?

Complete the online application forms for both the music aptitude and banding assessments. You should register an account with the school. Registration means you can change your agreed assessment sessions should you need to if places are still available.

You will receive an automated email confirmation of your child's banding and aptitude assessment times. The email address supplied to the school needs to be regularly checked. The school cannot take responsibility for incorrectly spelled email addresses. Please add CSG to your safe lists or address books to ensure that emails don't get caught in a spam filter. Please review this email carefully to ensure that all your details are correct.

What happens at the musical aptitude assessment?

When arriving at the school your child will be met by a member of staff who will explain the aptitude assessment, which is a listening test designed to provide an objective measure of musical aptitude. It does not require any previous training or practice or any knowledge of music theory. The test lasts for approximately 1.5 hours and there will be a comfort break if required. Please would your child bring a pencil, a sharpener and an eraser to the assessment.

What happens after the assessment?

The three highest scoring candidates will automatically be contacted by email and informed that should they wish to apply for a place at the school, they will be offered a place on the basis of musical aptitude (if Camden School for Girls is matched by the secondary transfer system as a preference).

A waiting list of candidates will be drawn up in ranked order of the aptitude only scores from which students will be drawn in the event of candidates turning down their offer. Those candidates who ranked in the top 50 will also be contacted to inform them of their position on this aptitude only waiting list and to invite them back to school to attend a performance audition to further demonstrate their musical aptitude and ability.

What happens at the audition?

For the audition, students will be asked to perform 1-2 pieces on one or two instruments/voice for up to 5 minutes. This may be a song that they have taught themselves, a piece that they have learnt at school (perhaps in a music club or through a Wider Opportunities project) or something that they have worked on in individual lessons.

For this part of the assessment, although the school is looking for a degree of technical fluency, as appropriate to the demands of the piece, more important is the musicality and sense of style of the performance and the way in which the performer communicates and interprets the music. An accompanist will not be provided but you are welcome to bring your own.

The five highest scoring candidates in the performance audition will be offered a place at the school (if Camden School for Girls is matched by the secondary transfer system as a preference).

A waiting list of candidates will be drawn up in ranked order from which students will be drawn in the event of candidates turning down their offer.

When will I be notified of the results of the aptitude assessment and/or audition?

Please click [here](#) for the list of dates. You will be notified of your child's position on the waiting lists if in the top 50.

Why did my child not get invited to the performance audition?

The music aptitude assessment process is very competitive and usually the school receives in excess of three times the number of applicants to audition spaces. Therefore, two thirds of applicants are not successful in progressing to the next stage of the assessment process. The school will email you to inform you of this. If you decide to list CSG on your application form, your application will automatically be considered under the distance criterion.

Do you have music place waiting lists, and is there movement on the lists?

Yes, we do maintain two separate waiting lists, in rank score order. The first list refers to only the music aptitude assessment. The second list refers to only the performance audition. There is often significant movement on both waiting lists over the application and place acceptance process, so it is possible that your child may be offered a place from the waiting list if you did decide to apply.

My child didn't get offered a music place – what position are they on the waiting list?

You will be contacted by email regarding this or you should contact the school office on (020) 7485 3414 who can advise you on your position on the waiting list.

My child has been offered a music place. How do I accept?

You should follow the instructions provided to you by the Local Authority and accept the offer of a place with them directly.

There is a problem with my online registration. Who do I contact?

You can contact the school directly on (020) 7485 3414 or by email to admissions@csg.school if you are having problems. If you need help completing the forms, you can contact the school office.

I wish to appeal against the decision not to offer my child a place.
How do I do this?

You can appeal by downloading the forms available on the school's website. Please read the accompanying guidance carefully before doing so.

I have an in-year application. What should I do?

Please refer to the in-year admissions document available on the school's website.

My child didn't get a place - can they go on the waiting list?

If Camden School for Girls was listed higher on your preference form than the school you were offered, you will be placed on a waiting list for a place at the school.

My child didn't get a place – what position are they on the waiting list?

The Local Authority has responsibility for the waiting list for non-music places during the spring and summer terms. You are advised to get in contact with Camden Council's admissions team.