



ADMISSIONS POLICY

(Senior School)

AIMS

To admit to the school

1. Pupils from a wide range of diverse backgrounds in order to enrich our community, enhance academic standards, to be socially inclusive, and widen educational opportunity
2. Pupils who meet the school's academic entry criteria and who have the ability to benefit from the educational opportunities provided at the school and contribute positively to the school community, in order to sustain and enhance the educational viability of the school
3. Sufficient numbers of pupils to sustain and enhance the financial viability of the school

OBJECTIVES

Admissions to the school are in numbers as may be determined from time to time by the Board of Governors after consultation with the Head. Individual admission depends upon

1. The availability of places, and
2. The ability of the candidate to gain optimum benefit from the educational opportunities provided at the school. In assessing this, a number of factors are weighed including academic ability, co-curricular interests and any other relevant factors.

All applications are considered in accordance with the school's *Equal Opportunities Policy* and *Disability Access Plan* and the school will make all reasonable adjustments to ensure that a disabled pupil is not treated less favourably for a reason related to his disability without justification.

METHOD 1 – For entry at age 11-plus and 13-plus, commencing September:

- a) The school's main entry point is at 11+. Places may be available at 13+; however, when available, this is normally only a small number (typically less than 5).
- b) Reports are sought from the candidate's present school.
- c) Initial assessments are made on the basis of available evidence to determine whether the school can make reasonable adjustments to enable pupils with declared disabilities to benefit fully from the provision offered.

- d) The candidate takes the entrance examination appropriate to his age.
- e) Each candidate will be interviewed by the Head and/or other staff. Please note that for late applicants it is not always possible to interview or obtain a reference.
- f) The offer of a place is dependent upon satisfactory performance in the entrance examination and an assessment of the candidate's ability to gain optimum benefit from the educational opportunities provided at the school.

METHOD 2 – For entry at age 16-plus, commencing September:

- a) Reference is sought from the candidate's present school, including a prediction of GCSE grades and a copy of the latest available report.
- b) Initial assessments are made on the basis of available evidence to determine whether the school can make reasonable adjustments to enable pupils with declared disabilities to benefit fully from the provision offered.
- c) The candidate is interviewed by the Head and/or by such other colleagues as the Head may feel appropriate.
- d) Depending upon an assessment of the candidate's ability to gain optimum benefit from the educational opportunities provided at the school, a place may be offered conditional upon the candidate's achieving the GCSE grades required by the Head.
- e) An annual limit on external places for the 6th form will be set and places allocated once candidates have been assessed.
- f) Candidates seeking to join the school at 16+ will be required to pay a deposit to secure the place. The deposit will be returned if the candidate fails to meet the required grades set for entry

METHOD 3 – For entry at any other age or in the course of an academic year:

- a) Reports are sought from the candidate's present school.
- b) Initial assessments are made on the basis of available evidence to determine whether the school can make reasonable adjustments to enable pupils with declared disabilities to benefit fully from the provision offered.
- c) The candidate is interviewed by the Head and/or by such other colleagues as the Head may feel appropriate.
- d) The candidate is assessed using the school's internal assessment procedures.

At all methods of entry a reserve list may operate if numbers dictate.

NOTIFICATION OF THE RESULT OF AN APPLICATION

Whether or not a place is offered rests with the Head: his/her decision is final. All offers of places are made in writing by the Head in a letter of offer. The school's Standard Terms and Conditions apply.

MEANS TESTED BURSARIES

There is a separate policy governing bursary assistance with fees.

SEND

The provision for students with Educational Health and Care Plans or other access requirements will be co-ordinated by the Head of Learning Enhancement who will ensure that admissions procedures are in accordance with the care plan and effectively meet their needs.

REVIEW:

Date policy updated	23 June 2023
Date policy to be reviewed by	31 December 2024 or earlier if required
Policy Owner	Head of QEH