



# LEE Hurst Swan ADMISSIONS POLICY FOR CHILDREN ENTERING THE SENIOR SCHOOL

Last reviewed in February 2018 by the Headmaster

## **THIS POLICY IS PUBLISHED ON THE SCHOOL WEBSITE FOR PARENTS.**

The aim of selecting children to join the Senior School is to ensure that all pupils are able to cope in a class situation without individual teacher support. There may be children for whom additional support becomes necessary (pupils with dyslexia, for example) and this will be arranged with the agreement of the parents.

The preferred time of entry into the Senior School is at the start of the academic year, but entry can be at any time, provided a place is available.

Children would normally be accepted into their correct curriculum year. Only in exceptional circumstances are they placed one year behind their natural year group. Children are **not** allowed to be ahead of their natural year group without full and compelling reasons supported by educational and welfare assessments.

The school does not permit sex, sex orientation, religion, race, colour or disability to be used as criteria for admission and has an Equal Opportunities policy.

### **Year 7**

Children entering Year 7 will sit an entrance examination in the January of the year in which they will join Year 7. The Entrance Examination consists of a Science Paper, a Mathematics Paper, an Essay and a Comprehension. A school report is also requested from each feeder school. Children not already in the school will be invited for interview. They meet the Headmaster and a member of staff from the Senior School. There is also an opportunity for parents to meet the Headmaster.

As a result of the examination, interview (external candidates only) and school report parents will:

- be offered a place for their child
- told that their child's name is on the waiting list
- told that there is no place available for their child

Parents of children already in the school will have been warned if it is thought that their child is unlikely to reach the standard required for entry into the Senior School. There is no automatic transfer from the Prep Department to the Senior School.

Parents are asked to make their decisions two weeks after the offer of a place has been made or the 14th March, whichever is the later.

Scholarships are available for children entering the Senior School at Year 7. Parents can apply for their child to be considered for an Academic, Sport, Music or Art Scholarships that are not means tested.

The scholarships are awarded in the following way:

Academic Scholarships: performance in the Entrance Examination  
Sport Scholarship: trials testing a variety of skills  
Music: audition and sight reading  
Art: examination and portfolio

Each non means tested scholarship is up to the value of 30% of fees and is valid for the pupil's time in the Senior School. Pupils who are awarded non-academic scholarships are expected to participate fully in the

extra-curricular activities linked to their subject and pupils who fail to do this can lose their scholarship. Scholarships are awarded subject to the standard Conditions of Scholarship as signed at the time of the offer.

Means tested, academic scholarships of up to 100% are available for pupils, whose parents require financial assistance, entering Year 7 depending on performance in the Entrance Examination. Parents requesting consideration for these places for their children should inform the school. They will be asked to complete declarations of income forms which can be obtained from the Bursar and returned on, or before, the day of Entrance examinations.

### **Years 8 – 11 and during Years 7 and 9**

All children entering the Senior School will sit a Mathematics test and an English test. These are arranged on a day that the child spends in school with their current year group and may be in the morning or afternoon depending on the timetable for that day.

The decision to offer a place is dependent on the candidate's performance in the tests and throughout the day and the availability of a place.

The Headmaster's decision, based on the recommendations of the staff, is final.

This policy is subject to annual review according to a timetabled programme.