

## **SEVENOAKS SCHOOL ADMISSIONS POLICY**

### **GENERAL**

Sevenoaks School is a co-educational independent school for pupils from ages 11 to 18. The school has just over 1100 pupils, 400 of whom are boarders. Deciding on the right school for your child is very important, and we believe that a personal visit is invaluable. We hope that you and your child will visit Sevenoaks. We hold a number of open events throughout the year which give a general introduction to the school. Details are published on our website. We are also very happy to welcome prospective parents and their children at other times. To arrange a visit, please contact the Registrar ([regist@sevenoaksschool.org](mailto:regist@sevenoaksschool.org)) for entry to Year 7 (11+) and Year 9 (13+), or the Sixth Form Registrar ([regist6@sevenoaksschool.org](mailto:regist6@sevenoaksschool.org)) for entry to the Sixth Form, (16+).

### **THE ENTRY PROCEDURE**

Sevenoaks is an academically selective school. Selection is based upon academic merit which is assessed through an entry examination, an interview at the school and references from the candidate's previous school. Our selection process is designed to identify pupils who are able to benefit from our broad and balanced education and who will make a positive contribution to the life of the school.

The usual points of entry are at 11+/Year 7, 13+/Year 9 and 16+/Year 12.

Applicants for admission should register by 1 September of the year before entry for 11+, by 1 October two years before entry for 13+ admissions and by 1 August of the year before entry for 16+ admission.

Details of the entry procedures for all three entry points, information on preparation for the tests and the dates of the tests for this year's entry can be found on our website: [www.sevenoaksschool.org/admissions](http://www.sevenoaksschool.org/admissions).

### **EQUAL TREATMENT**

Sevenoaks School encourages the widest possible diversity of background in applications from candidates. This enriches our community and is vital in preparing our pupils for today's world. The school is committed to equal treatment for all, regardless of a candidate's gender, race, ethnicity, religion, disability, sexual orientation or social background.

We offer a number of free day places (Bursaries) to help applicants who meet the school's admission criteria to attend the school. The school's provision for bursaries is described below.

## **SPECIAL NEEDS**

The school welcomes pupils with special educational needs and disabilities. In doing so it is essential for the welfare of the applicant that the School carries out an informed assessment of the child's needs to ensure that they can be properly met by the School's Learning Support Department, its pastoral care structures, and the campus environment. We strongly advise parents of a child with special educational needs or physical or mental disabilities to discuss their child's requirements with us before he/she sits the entrance exam. Parents should provide a copy of an educational psychologist's report or a medical report if they have one. The school will discuss thoroughly and carefully with parents and their medical advisers the child's needs and the adjustments that can reasonably be made if he/she becomes a pupil at the school.

## **FAMILY AND OLD SENNOCKIANS POLICY**

We welcome applications from children who have siblings at the school, or whose parents studied at Sevenoaks. All being equal, these candidates will be selected in preference to those who candidates who have no prior connection with the school. However admission is not automatic and there may be occasions where the school judges that a sibling is likely to thrive better in a different academic environment.

## **SCHOLARSHIPS**

Sevenoaks offers 50 scholarships a year for excellence in:

- Academic studies
- Music
- Art
- Sport
- Drama

Academic and Music scholarships are available at entry at 11+, 13+ and 16+. Sport, Drama and Art scholarships are available to internal and external candidates at entry at 13+ and to external candidates at 16+.

### **Purpose of Scholarships**

Scholarships are designed to reward excellence and to celebrate exceptional talent. In recognition of this achievement, for entry to Years 7 and 9, the scholar is offered a fixed amount of reduction from the day or boarding fees (£1,000 per annum) and for entry to the Lower Sixth the scholar is offered a 10% reduction in the day fees, subject to satisfactory progress. Up to 50% of the day fee may occasionally be offered at all entry points following means-testing. In addition, Music scholars are offered free tuition in one musical instrument.

Parents of scholarship-standard applicants who anticipate that they will experience difficulty in meeting the balance of the tuition fees should apply at the time of confirmation for scholarship means-testing.

Details of the procedure and criteria for all scholarships can be found on our website at [www.sevenoaksschool.org/scholarships](http://www.sevenoaksschool.org/scholarships).

## **BURSARIES**

A bursary is means-tested financial support for school fees. Our bursary policy can be viewed on our website at [www.sevenoaksschool.org/bursaries](http://www.sevenoaksschool.org/bursaries). Sevenoaks School's bursary programme is designed to make it possible for able students from families with (broadly speaking) below average income who meet our entry criteria to take up a day place at the School. Bursaries are means-tested in accordance with the criteria published on the School's website.

Parents are asked to indicate on the confirmation form (which they will be asked to complete in advance of entrance tests) if they wish to apply for bursary funding. Except where a family's financial circumstances have changed during the application process, late indications of financial need will not be accepted. Following an initial self-assessment of suitability using the school's guidelines, families will be visited in order to be financially assessed. If this process is unsuccessful, the pupil will be withdrawn from the application process. Successful candidates will be notified of the outcome of the bursary assessment before the admissions testing takes place.

## **OVERSEAS APPLICANTS**

We welcome overseas pupils who can study at Sevenoaks as boarders provided that they have a relative or legal guardian living in the UK with whom they can stay for some weekends. The school does not provide guardians but guardians can be found through guardianship agencies. We suggest parents refer to the AEGIS website at [www.aegisuk.net](http://www.aegisuk.net). Parents of overseas pupils should appreciate that Sevenoaks does not run a short-term study programme and expects overseas pupils to finish a complete course of study such as Years 7-8, Years 9-11, or Years 12-13.

## **Fluency in English**

In order to cope with the high academic and social demands of Sevenoaks, where all subjects are taught in English (apart from languages), pupils must have a high level of fluency in English, both written and spoken: between an Intermediate and Upper Intermediate level, equivalent to between B1 and B2 (CEFR); ALTE level 2/3; or IELTS level 6. Formal language qualifications are welcomed but not required. Normally pupils should have been educated in the English medium for at least five years before coming to the school. Any student who has been assessed as needing some additional practice in English is offered one lesson per week of support in English as an Additional Language (EAL) free of charge.

## **RELIGIOUS BELIEFS**

Sevenoaks School is a lay foundation and it does not select for entry on the basis of religious belief, but is supportive of pupils of different religious backgrounds who wish to practise their own faiths. However, parents should be aware that there is compulsory Saturday school.

## **SCHOOL'S CONTRACTUAL TERMS & CONDITIONS**

We normally expect pupils to complete their schooling at Sevenoaks School. A term's notice, or the payment of a term's fees in lieu of notice, is required for any pupil who leaves the school before the end of the Upper Sixth. Copies of the School's contractual terms & conditions are available on the school's website and will be made available to parents as part of the admissions process.

## **COMPLAINTS**

The school hopes that prospective parents and pupils will be very happy with the school's admissions process, but copies of the school's complaints procedure can be sent to parents on request, and are available on the website here: <https://www.sevenoaksschool.org/policies/>.

## **REVIEW**

The Admissions Policy accords with the charitable objectives of Sevenoaks School. The policy is reviewed and approved annually by the Governing Body.

*November 2019*