



# Farringtons School Admissions Policy

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Author :	Deputy Head - NY
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## **Farringtons School Admissions Policy**

### **1 Introduction**

1.1 This policy has been written to detail our admissions policy and to help explain our admissions process. We hope you find this information useful, if you have any further questions please do not hesitate to contact our School Registrar (details are below) and thank you for your interest in joining Farringtons.

1.2 Farringtons School is a co-educational independent School for pupils from ages 3 to 18 years. Deciding on the right school for your child is very important, and we believe that a personal visit is invaluable. We very much hope that you and your child will visit Farringtons School. We hold a number of open events in the autumn term, 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 to visit by appointment. Please contact, the School Registrar (telephone 020 8467 0256 or email on [admissions@farringtons.kent.sch.uk](mailto:admissions@farringtons.kent.sch.uk)) to arrange a visit.

### **2 The Admissions Procedure**

2.1 Farringtons School is a wide ability selective school. Our selection process throughout the age range is designed to identify pupils who are able to benefit from our balanced and well-rounded education and to make a positive contribution towards the life of the School.

#### **2.2 Pre Reception and Reception (EYFS)**

2.2.1 Children can be admitted to the Pre-Reception Class in the term that they turn three years of age. A formal assessment of children entering Early Years is undertaken, parents will be asked about their child's general development and any identified special needs prior to a place being offered. We require children to have basic toilet training however, staff realise that children at this age are not always totally reliable in this respect. The EYFS admissions policy is included as Appendix 1 in this document.

#### **2.3 Junior School**

2.3.1 New pupils wishing to join the Junior School have a taster day with their prospective class and during the course of the day, children from the age of six will be assessed to find their level in literacy and numeracy. A report from any previous School or nursery will be required.

2.3.2 If appropriate there will also be an assessment with our Learning Development Department if the child has any additional needs.

2.3.3 For pupils already at Farringtons entry from the Junior School to the Senior School is not automatic, although we very much encourage the 3 – 18 ethos of the School. Pupils need to be able to demonstrate a satisfactory standard of academic ability and have an interview with the Head or Senior Member of Staff but as a School we believe there are significant academic and pastoral benefits to staying at Farringtons in to the Senior School and the support we are able to give children and their families through the transition to the Senior School is the foundation of the success they go on to achieve.

#### **2.4 Senior School (Points of entry 11+, 13+ and Sixth Form)**

2.4.1 **11+ (Year 7) entry:**

Our Year 7 Entrance Examination is held in the Autumn Term prior to transfer.

2.4.2 There are three components to our entry process at this stage:

- Examinations in English, Mathematics and Problem Solving
- An interview with a senior member of staff
- References and most recent school report from the candidates previous School

2.4.3 **13+ (Year 9) entry:**

To join the school at this stage students need to sit our entrance examinations together with an interview. For entry at this stage, examination papers are usually taken at Farringtons, but may, exceptionally, be taken at a pupil's current school with their agreement. A reference and latest school report from an applicant's current school will be sought.

2.4.4 **Sixth Form (Year 12) entry**

Sixth form is popular and admission to particular courses will depend upon availability of places and a pupil's prior attainment at GCSE. Our policy is to ensure that pupils accepted into the Sixth Form can be placed in appropriate courses where they are likely to succeed. For this reason the following entry criteria is applicable to the courses offered. If an applicant does not meet the criteria, the School reserves the right to use its discretion, based on the School's knowledge of the applicant and a discussion with the family, to offer a place or suggest an alternative subject option.

2.4.5 **Year 12 pathway options**

Diamond Pathway	Emerald Pathway	Sapphire Pathway	Ruby Pathway
3 x A Level subjects plus a possible Extended Project Qualification (EPQ) option.  GCSE points required = 65 points minimum	3 x A Level subjects (possibly including 1 x BTEC subject)  GCSE points required = 55 points minimum	Compulsory BTEC subject choice + 2 guided A Level subjects  GCSE points required = 45 points minimum	2 x BTEC subjects (possibly with an additional guided A Level)  GCSE points required = 40 points minimum
<p><b>Points System:</b>            GCSE Grades: A* = 8 points, A = 7 points, B = 6 points, C = 5 points, D = 4 points, E = 3 points.            BTEC Grades: Distinction* = 8 points, Distinction = 7 points, Merit = 6 points, Pass = 5 points            New GCSE Grades 9 – 1: Straight conversion of grades to points</p>			

2.4.6 Subject specific criteria; a minimum of a grade B at GCSE in the chosen A Level subjects is recommended, and there are essential grade requirements for some courses:

- Grade A or above at GCSE Mathematics is essential to study Mathematics or Further Mathematics at A Level
- Students who have studied Double Science (Core and Additional) at GCSE must have B grade or above in both GCSEs if they wish to study A Level science subjects
- Students who have studied Triple Science at GCSE must average a B grade or above in the three GCSE science subjects and a B grade or above in the A Level science subject they wish to study
- Grade C or above in each of GCSE Maths, Science and English is required to take Psychology.
- Grade B or above in each of GCSE Maths and English is required to take Economics.
- Where essay based subjects are taken at A Level, students need to demonstrate grade C or above in essay based subjects taken at GCSE, e.g. English, Geography or History.

2.4.7 At each stage of Senior School entry in addition to the entry requirements detailed above, a meeting with our Learning Development Department may also be required if the child has any additional needs.

2.4.8 A character reference from the Head of the prospective pupil's current school will be asked for to detail academic ability, attitude and behaviour, involvement in the school community, talents and interests, and any other special circumstances such as special education needs, or a disability. The reference may also include the results of tests taken at the school (such as NFER or SATs) and predicted grades at GCSE (if appropriate).

2.4.9 Very occasionally, we may offer places to pupils one year ahead or behind their standard year group, if we consider, as a matter of professional judgement that this would be in the best interests of the pupil and the School.

2.4.10 Pupils wishing to enter into Year 8 and Year 10 are able to do so should there be space available. The admissions process will follow as above.

### **3 International students:**

3.1 We welcome applications from international students who want to study in our Senior School as a boarder provided that he / she has a relative or legal guardian living within the UK with whom he / she can stay (*See Guardianship and Lodgings Policy*) and that he / she is able to meet UK visa requirements.

3.2 If places are available Farringtons School also offers a short term study programme ranging from one term to one year. The School reserves the right to accept a pupil into a specific year group at their discretion.

3.2 Overseas students who may have equivalent qualifications will still be required to achieve an acceptable standard in the School's Entrance Examinations. These entrance papers must be taken under our prescribed examination conditions.

3.3 Students must achieve an Upper Intermediate (B2) level of English in order to be admitted to a two year course of study. Students achieving Intermediate (B1) will be offered a three

year programme of study which combines A Level and / or BTEC study alongside a foundation skills programme designed to develop English as a foreign language, creative arts and finance skills.

3.4 Further On-line English and Internal Mathematics papers will also be sat once the student has arrived in the School. Any discrepancies in grades achieved on arrival could result in a change of programme of study or ultimately withdrawal of student sponsorship.

#### **4 Allocation of Places**

4.1 In the event of the number of children registered for any year group exceeding the places available, the following will be taken into consideration:

- The results obtained in Entrance Assessments
- Performance in the interview with a senior member of staff
- The presence of siblings within the School or requiring entry
- The length of time the child has been registered for entry
- References from the feeder school
- A child with a particular skill, talent or aptitude
- A child whose parent is a current member of our staff

If there is over-subscription in any of the above categories, places will be allocated in order of date of registration. The criteria for admission to the Senior School apply equally for all children, regardless of disability, ethnicity, religion, race, sexual orientation, gender or social background.

#### **5 Equal Opportunities**

5.1 We welcome children and their families from all backgrounds and our criteria for admission apply equally for all children, regardless of disability, ethnicity, religion, race, sexual orientation, gender or social background.

5.2 Human rights and freedoms are respected but must be balanced with the lawful needs and rules of our School community and the rights and freedoms of others. All candidates for admission will be treated equally, irrespective of their, or their parents' race, colour, language, religion, political or other opinion, nationality or social origin, association with a national minority, orientation, property, birth or other status.

5.3 We expect all of our pupils to attend our chapel, church services and school assemblies which are fundamental to our Methodist ethos and to attend lessons in religious education.

#### **6 Disability and Special Education Needs**

We welcome pupils with special educational needs or physical disabilities subject to our entry requirements being met. However, we advise parents of children with special educational needs or physical disabilities to discuss their child's requirements with us in detail before registering for a place and before he or she takes any entrance assessment. This will enable the School to determine if their needs fall within the scope of our Learning Development provision (this may be at additional cost) and to determine if the nature of the School site can accommodate the needs of those children with physical disabilities.

6.1 The School has limited facilities for disabled children, but will do all that is reasonable to comply with its legal and moral responsibilities under the Special Educational Needs and Disability Act 2001 in order to accommodate the needs of applicants who have disabilities for which, with reasonable adjustments, the School can cater adequately.

6.2 The School needs to be aware of any known disability or additional educational need which may affect a child's ability to take full advantage of the education provided at the School. Parents of a child who has any disability or additional educational needs should provide the School with full written details at registration.

6.3 Pupils may be allowed extra time for their assessments if there is evidence that this provision will enable them to demonstrate their academic potential. Where necessary, parents will be asked to provide a copy of an Educational Psychologist's report or a medical report and the School may need to discuss the provision with the family medical advisers to assess how the child's needs could be met, should they become a pupil at the School.

6.4 If additional education needs or a disability become apparent after admission, the School will consult with parents about reasonable adjustments that may allow the child to continue at the School.

## **7 Registration**

7.1 The completion and signing of a registration form does not guarantee admission by the School nor does it in any way bind parents. The registration fee is non-refundable.

## **8 Scholarships and Bursaries**

8.1 Scholarships are available for exceptional students with academic talent, sporting skill and / or musical ability. They are usually awarded for entry in to Year 7 and Year 12. Further details are available from the School Registrar and are also available on the Farringtons School website.

8.2 Exhibition Awards may be also given at the Head's discretion to anyone who shows outstanding ability, commitment to school and follows the expectations of a Scholarship.

8.3 Farringtons is able to provide some financial assistance to pupils whose parents could not otherwise afford the fees and these bursaries are awarded on the assessed basis of financial need.

8.4 All Scholarship and Exhibition Awards are formally reviewed annually and providing the requirements of the award are being fulfilled and academic progress is deemed suitable, Scholars can expect school fee remission until the end of their Sixth Form studies.

## **9 Entrance**

9.1 Once a place has been offered by the School, parents should confirm the decision for their child/ren to join the School normally by completing the Parental Contract / Acceptance Form and returning the documents with the appropriate deposit. Deposits are not refunded if places are not taken up. The documents set out, in detail, the terms and conditions on joining the School.

## **10 School's contractual terms and conditions**

10.1 Copies will be made available to parents as part of the admissions process.

## **11 Complaints**

11.1 The School hopes that parents and pupils do not have any complaints about its admissions process, but copies of the School's complaints policy can be viewed on the School website or sent to parents on request.

## Appendix 1 – Early Years Admissions Policy

We operate an inclusion and equality policy in line with the Education Act 2011, the Equality Act 2010 and related legislation.

### Admissions Criteria

Parents are encouraged to book early for places by registering their interest and submitting a completed Farringtons School Registration Form along with £75 non-refundable registration fee. Following a successful assessment and a formal written offer, a deposit of £1,000.00 is required to secure the place; £500.00 of which will be deducted from first term's fees. The remaining £500.00 deposit will be returned in the final balance on leaving, providing one full term's written notice has been received.

Our admissions policy is on a basis subject to registration date, unless we are over-subscribed and a waiting list will be put in to operation:

- Current pupils who wish to increase or change sessions are given priority over children on the waiting list

Prior to a child attending Farringtons School, parents must:

- Provide a copy of the child's birth certificate
- Sign the acceptance form stating that they have read the school's parent contract and understand the terms and conditions
- Sign a copy of the Bromley Council Parental Declaration Form stating the hours and days that they wish their child to attend. This is an agreement to allow us to claim the government funded place. (A new Parental Declaration Form must be submitted each time the required hours change.)
- Fully complete all forms in the Welcome information Pack which includes all personal details relating to the child. For example, name, date of birth, address, emergency contact details, dietary requirements, contact details for parents, doctor's contact details, SEND, allergies, etc.

### Providing government funded places – Universal 15 hours

All funded sessions are in line with the Government's Statutory Guidance and Local Authority requirements. When you register your child for their funded place we will discuss the availability of sessions (minimum 5 sessions) and as far as possible with availability and staffing arrangements we will try to accommodate your wishes. We will try to accommodate hours needed or if changes to hours are needed but this should be booked a term in advance. Please note we have a termly (Autumn, Spring and Summer) intake to the Pre-Reception Department and Autumn Term entry for Reception Class.

All funded or paid for sessions must be booked in advance and any changes or cancellation (notice to leave) must be made in writing one term in advance.

	<b>Farringtons School</b>
Universal 15 funded hours offered to term of fifth birthday:	Pre-Reception: Sessions: Monday to Friday, 8.30 – 11.45 pm and 12.15 pm – 3.30 pm, 35 weeks a year Reception: 8.30 am – 3.20 pm
Entry	Pre-Reception: In term after child's third birthday Reception: September prior to fifth birthday