



**Annual Information**  
**2020/2021**

## Admissions

Our Registrar will be very happy to arrange a visit to the school, when prospective parents are given an extensive tour of the school and meet with the Headmaster, James Thompson. After this visit, parents are invited to register their son or daughter.

The main entry points are at age 3, 4, 7 and 9 with a small number of children joining us at age 11 to spend two years prior to moving on to their public school at 13+. Entry at other times is dependent on their being a place available in the year group. We have healthy registration for most entry points, especially for entry at ages 7 and 9 and parents are therefore encouraged to visit and register as early as possible.

Children's names are added to the appropriate entry list/lists, depending on the preferred age of entry. If their names are very near the top of the list, parents will be reassured that space will be available. Once the list nears the normal target number, parents are told that there is no guarantee of space. At this stage, there is no definite commitment made or expected.

In the autumn term of the year preceding the proposed entry of the child, a conditional offer of a place will be made if one is available. Offers are made in order of registration date, with the possible exception of our giving preference to siblings. Where a conditional offer of a place is made for entry into Reception – Year 8, parents will be invited to bring their child to a taster day. This is to ensure that the school is satisfied that they are able to adequately cater for and meet the child's needs (subject always to the school complying with the Equality Act 2010). It is at this stage that parents will be requested to provide the school with a report from the child's current school (if any) and other supporting documents eg Educational Psychologist report.

Following the child's attendance at the taster day, we will confirm that the condition for admission has been satisfied and will provide parents with written confirmation of the place.

All children who have a confirmed place will be invited to visit in the summer term prior to entry the following September, in order to meet their peers, teachers and to familiarise themselves with the school.

Once this process is complete, parents of children whose position on the list has not allowed us to offer them a place will be informed and they will be asked if they wish to keep their names on the lists for possible later entry.

Further details can be found on the website.



## Fees

### Termly fees with effect from Autumn Term 2020/21

Reception (4+)	£4,095
Pre-Prep (Years 1 & 2)	£4,470
Middle School (Years 3 & 4)	£6,500
Upper School (Years 5, 6, 7 & 8)	£7,065

### Weekly Boarding

Upper and Middle School Boarding ( <i>per term</i> )	£1,385
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### Flexi-Boarding

Single nights	£42
Single nights – sibling	£21

### The Cottage Nursery

One morning session per week ( <i>per term</i> )	£420
One afternoon session per week ( <i>per term</i> )	£320
Full day ( <i>per term</i> )	£740
Single morning session	£44
Single afternoon session	£36

*\*To be reviewed in December 2020 for April 2021*

## All Inclusive Fees

The school fees at St Hugh's are **inclusive**, with very few compulsory extras.

Many schools expect parents to pay for the full cost of **residential educational trips**  
– at St Hugh's these are all included in the fee

Most schools charge for trips to **museums, concerts, plays**  
– at St Hugh's these are included in the fee

Most schools charge for **after school supervision**  
– at St Hugh's this is included in the fee

Most schools charge extra for **tea**  
– at St Hugh's this is included in the fee

Many schools charge for **lunch**  
– at St Hugh's this is included in the fee

Many schools charge for **co-curricular activities**  
– at St Hugh's these are included in the fee

Most schools charge for **leadership training**  
– at St Hugh's these are included in the fee

**Special Educational Needs:** Almost all schools charge for 1:1 lessons  
– at St Hugh's these (up to two per week) are included in the fee.



## Senior Schools

At the age of 13 our pupils go on to a wide variety of senior schools, both boarding and day, co-educational and single sex. Academically, we are non-selective however very successful, with an excellent record in both CE and Scholarship. In the last five years 102 awards have been won by our pupils. Academic awards have been matched by others for art, DT, drama, music, sport and all-round strengths and leadership qualities. We prepare our children for the wide range of pre-tests they will have to sit in Years 6, 7 and 8 and also the ISEB pre-test. Our record and success in these tests is exceptional, with 98% of children in the last year, being offered places based upon their pre-test performance.

The schools which pupils move on to include:

### Co-educational schools

- Bloxham School
- Bradfield College
- Bryanston School
- Cheltenham College
- Clifton College
- Cokethorpe School
- Dean Close
- d'Overbroeck's
- Malvern College
- Marlborough College
- OLA Abingdon
- Pangbourne College
- Rugby School
- St Edward's School, Oxford
- Stowe School
- Wellington College

### Boys' schools

- Abingdon School
- Eton College
- Harrow School
- Magdalen College School
- Radley College
- Winchester College

### Girls' schools

- Cheltenham Ladies' College
- Downe House
- Headington School
- Oxford High School
- Rye St Antony School
- St Helen & St Katharine
- St Mary's, Ascot
- St Mary's, Calne
- Tudor Hall School
- Wychwood School

## Bursaries

The Governors recognise that independent school fees are now at levels that, despite the best endeavours of their parents, exclude many children from St Hugh's. Accordingly, the Governors set aside a fixed sum each year to provide bursaries for children whose parents could not otherwise afford to send them to St Hugh's. Means testing is used to determine whether a bursary is to be awarded and to what value, with the maximum award being 100% of the fees. In exceptional circumstances, any extra charges will also be paid.

Parents applying for bursaries will be asked to complete a means test form and provide the validating documentation requested. All documents will be treated as confidential. Successful applicants will also be required to furnish information annually regarding their current financial circumstances, so that the level awarded can be reviewed and adjusted where necessary. Please contact the Bursar for further details ([bursar@st-hughs.co.uk](mailto:bursar@st-hughs.co.uk)).

We also offer bursaries to children whose parents work in the armed services. Please contact the Registrar for further details ([registrar@st-hughs.co.uk](mailto:registrar@st-hughs.co.uk)).



## School Hours

### The Cottage Nursery

8.00am – 8.25am	'Larks'
8.30am – 12.15pm	Morning session <i>(including lunch)</i>
12.30pm – 3.30pm	Afternoon session <i>(without lunch)</i>

### Pre-Prep (Rec, Yr 1, Yr 2)

8.00am – 8.25am	'Larks'
8.25am	Arrival
8.40am	Registration and Assembly
3.30pm	School ends
3.30pm – 4.40pm	'Robins' <i>(optional)</i>
3.30pm – 4.15pm	'After School Club' for Yr 2 <i>(optional)</i>
4.40pm – 5.30pm	'Owls' <i>(bookable)</i>

### Middle School (Yr 3, Yr 4)

8.00am – 8.25am	'Larks'
8.15am	Arrival
8.30am	Registration
4.40pm	School ends
4.45pm	After School Clubs <i>(optional)</i>
5.30pm	Tea <i>(optional)</i>
6.15pm	Final pick-up

### Upper School (Yr 5, Yr 6, Yr 7, Yr 8)

8.15am	Arrival <i>(Children may, if necessary, be dropped off from 8.00am)</i>
8.30am	Registration
4.40pm	School ends
4.45pm	After School Clubs <i>(optional)</i>
5.30pm	Tea <i>(optional)</i>
6.30pm	Supervised Prep <i>(optional)</i>

## Governors

### Chairman

Mr Paul G Daffern

Mr Peter Boggis

Mrs Anna Coull

Mrs Lorraine Chitty

Mr Chris Davies

Mrs Judy Forrest

Mrs Virginia Gill

Mr Neill Lawson-Smith

Mr Ted Sandbach

Mr Graham Varney

Mr Alex Wildman

*Correspondence for the Chairman of Governors should be addressed c/o The Clerk to the Governors at the school address.*

## School Policies

The following school policies and documents are available to you on the school website or can be obtained from the school office.

Accessibility Policy	Exclusion Policy
Admissions Policy	EYFS Policy
Anti-bullying Policy	First Aid Policy
Assessment Policy	Health & Safety Policy
Behaviour for Learning Policy	Privacy Notice
Complaints Procedure	Recruitment Policy
COVID-19 Risk Assessment	Risk Assessment Policy
Curriculum Policy	Safeguarding Policy
Data Protection Policy	Safety & Supervision on Visits Policy
EAL Policy	Special Educational Needs Policy
Equal Opportunities Policy	Storage & Retention of Data Policy
E-Safety Policy	Taking, Storing & Using Images of Children Policy

## Term Dates

### 2020 Autumn Term

Thursday, 3rd September	Term begins
Friday, 16th October	Half-term begins
Monday, 2nd November	Term resumes
Friday, 11th December	Term ends

### 2021 Spring Term

Wednesday, 6th January	Term begins
Friday, 12th February	Half-term begins
Monday, 22nd February	Term resumes
Friday, 26th March	Term ends

### 2021 Summer Term

Wednesday, 21st April	Term begins
Friday, 28th May	Half-term begins
Monday, 7th June	Term resumes
Saturday, 10th July	Term ends

### 2021 Autumn Term (Provisional)

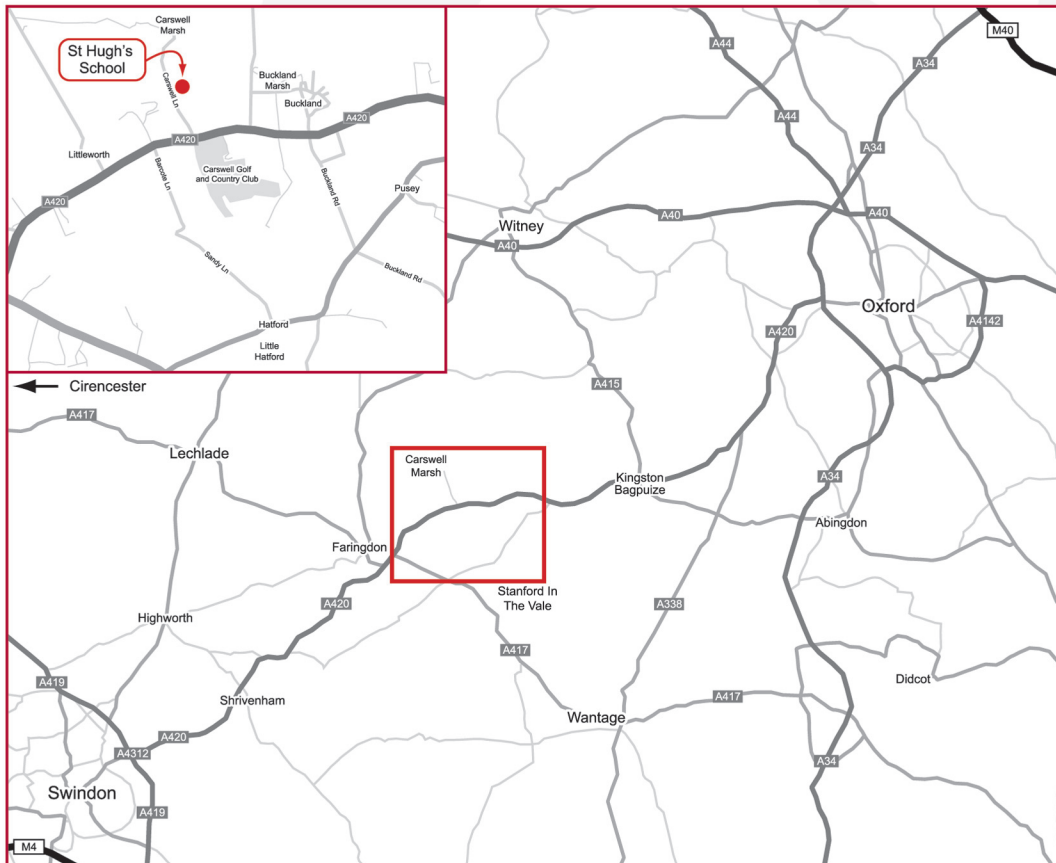
Thursday, 2nd September	Term begins
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# How to find us

St Hugh's is conveniently situated off the A420 between Oxford and Swindon. Our catchment is extensive and pupils come from as far as Chipping Norton and Charlbury in the North, to Lambourn in the South, from Fairford in the West to Oxford and Didcot in the East.

The school is clearly signed driving North or South on the A420 and after turning off the main road the school can be found 300 yards down Carswell Lane. There is plenty of parking for visitors.



Carswell Manor Faringdon Oxfordshire SN7 8PT

Tel: 01367 870700 Email: [registrar@st-hughs.co.uk](mailto:registrar@st-hughs.co.uk)

Web: [www.st-hughs.co.uk](http://www.st-hughs.co.uk)