



SIR WILLIAM PERKINS'S SCHOOL
ENTRANCE EXAM
PARENTS' GUIDE
2024-25

WELCOME TO SIR WILLIAM PERKINS'S SCHOOL

This booklet addresses frequently asked questions about the entrance examination and associated processes for our school.

A similar booklet, written by our Year 8 pupils, offering their first-hand advice to your child is enclosed. We hope that it provides reassurance and peace of mind about the process.

You will also have seen information about the entrance examination, plus our scholarships and bursaries on our website. If you have any outstanding queries, please telephone the Admissions Department for guidance. We hope to answer all of your questions so that you can help your child achieve their maximum potential on examination day.

ADMISSIONS PROCESS

Alongside this brochure you have been emailed an online form and other required documents to confirm that your child still wishes to sit our entrance exam. Please complete and return these by the date specified. If our examination day clashes with that of another school, please advise us as soon as possible. A request for a different date should be made in writing to the Head, he will consider all requests, however an alternative is not guaranteed.

Where possible a later date will be offered - this will take place after the main cohort of applicants have sat and been offered places. This is logistical, as we are one of very few schools who ensure that candidates sit, have examinations marked, and are informed of results by the following weekend. Unfortunately, we are unable to accommodate further examination sessions in the week immediately following our examination day.

ACADEMIC ABILITY

Local preparatory schools know us well and will give good advice regarding our entrance examination; maintained schools usually predict final Year 6 assessment grades, and if your child is predicted to exceed her Age Related Expectations (ARE), then they stand a good chance of passing the SWPS examination.

Many students are better at either English or Mathematics, and this is taken into account when the Head is making a decision regarding the offer of a place. The Head will also take into consideration variability in the availability/quality of lessons delivered throughout the lockdown period, placing further emphasis on school reports for guidance.



EXAMINATION DAY SCHEDULE

The entrance examination is held on Saturday 18 November 2023, arrival time is between 8.30 am and 8.55 am. Arriving in good time will eliminate concerns about traffic conditions, and give you the opportunity to give your child some last minute support and encouragement. The examinations will start at 9am.

Parents are asked to inform the school, in writing, before the examination day of any circumstances on or near the day which may affect the girl's performance, for example family circumstances or health concerns.

If you are coming by car, please park on the main road outside school and bring your child into the school Hall. Accessible spaces are available on the school grounds. We ask that you are considerate to our neighbours when parking, thank you.

SPECIAL EDUCATION NEEDS / MEDICAL INFORMATION

If your child normally requires extra time because of dyslexia or other Special Educational Needs, we will need evidence to support this. Please provide the most recent version of any of the following:

EP Report/Specialist teacher's report - you do not need to pay for this to be updated for this application.

SENDSCO report - with up to date scores for spelling, reading speed and comprehension, etc.

Relevant medical information - if appropriate.

Please note: It is parents' responsibility to provide all supporting documents including an Educational Psychologist report (if relevant), by the date given. Your current school may assist, however they are not responsible for ensuring that your child is given appropriate concessions.

Please ensure we receive this information by **Sunday 15 October 2023**.

ON THE DAY

Your child should have a pen (any type, in blue or black), a pencil, ruler and a rubber. Paper will be provided. For comfort, casual clothes should be worn. Please ensure your child also brings a book to read whilst waiting for their interview slot, thank you.

Candidates should arrive between 8.30 am and 8.55 am. Please return to the school at 12.30pm - the front entrance to the school will be locked until then for security purposes.

The students will sit for their exams in classrooms in small groups throughout the school - they will not sit in a large hall. Rooms are allocated in alphabetical order.

Invigilators are all experienced members of staff who ensure that the atmosphere within the classrooms is calm and positive. During the morning, students will have a break for refreshments and will be provided with a snack and drink. Please let a member of staff know if your child has any allergies or special requirements or call the Admissions Department before the examination.



EXAMINATION CONTENT

There is one English Paper and one Mathematics Paper, both internally set and marked.

ENGLISH PAPER - 1 HOUR

Section I – Reading

Candidates will be given one or more short passages and they will be asked to answer questions which test their understanding of what they have read. The passages may be prose (fiction and non-fiction) or poetry.

Section II - Writing

Candidates will be asked to write on one topic, chosen from a list of options. The choices offered will cover imaginative, descriptive and informative writing. This task will test the candidate's ability to express ideas, using language in ways which are interesting, effective and appropriate to the chosen topic. Credit will also be given for accuracy in spelling, punctuation and grammar.

MATHEMATICS PAPER - 1 HOUR

The use of calculators, protractors and compasses is not permitted in either section.

General Skills

To test the candidate's ability in a range of number skills, basic geometry, simple graphs and straightforward data-handling tasks. The material covers National Curriculum work commensurate with age related expectations.

Problem Solving

To test candidates' ability to lift mathematics from the context of a more 'wordy' problem. The numbers are often simpler, to enable us to assess the candidate's ability to demonstrate mathematical skill more than facility with numbers.

This paper has plenty of space for candidates to demonstrate clear solutions to the questions.

INTERVIEW

A short, informal interview with a member of our academic staff, allowing us to get to know your child a little better. These will take the form of one-to-one conversations and will last around five minutes.

SCHOLARSHIPS:

SWPS offers Academic scholarships worth up to 50% academic tuition fees remission. Scholarships are also available in Art, Drama, Music, and Sport worth up to 25% of the academic tuition fees. All are awarded at the discretion of the Head. It is possible to be awarded more than one scholarship. Awards may be reviewed at any time in the light of a child's performance in the school; scholars are expected to apply themselves, making a positive contribution to school life.

More information can be found on the [Scholarships & Bursaries pages](#) on our website.

ACADEMIC SCHOLARSHIPS

You cannot apply for these. The Head will invite top-performing examination candidates to attend an interview, to be considered for an Academic Scholarship.

MUSIC SCHOLARSHIPS

A form must be completed and returned to the Admissions Department by the specified date. Once a student has been offered an academic place, the application will be reviewed by the Director of Music, and they may be invited to attend an audition (to which they must bring their own accompanist). Please only apply if your child meets the criteria specified in the literature to avoid unnecessary disappointment. Not all applicants are invited for assessment.

ART SCHOLARSHIPS

A form must be completed and returned to the Admissions Department by the specified date. Once a child has been offered an academic place, they will be invited to return to attend an examination, during which they will be required to complete a simple drawing or painting. A portfolio should be brought to the assessment.

DRAMA SCHOLARSHIPS

A form must be completed and returned to the Admissions department by the specified date. Once a candidate has been offered an academic place, their application will be reviewed by the Head of Drama, and candidates will be invited to attend an audition. During the audition the candidates will participate in a workshop lasting approximately 1 hour and 30 minutes, during which they will work alongside a small group of candidates. After the workshop they will have the opportunity to have a brief chat with a member of the Drama Department.

SPORT SCHOLARSHIPS

A form must be completed and returned to the Admissions Department by the specified date. Once a child has been offered an academic place, their application will be reviewed by the Director of Sport, and they may be invited to attend to a practical assessment.

NOTE: Scholarship appointments will be spaced throughout the day to limit numbers onsite. Appointment changes can only be made in exceptional circumstances.

FINANCIAL ASSISTANCE

The Governors of Sir William Perkins's School are committed to broadening access to the school and look to offer means-tested financial support, known as Perkins Foundation Bursaries, of up to 100% of tuition fees for children who would not otherwise be able to join us. Please telephone the Bursary Team on 01932 574914 before **1 October 2023**, to apply.

Please note that the funds available each year for bursaries are necessarily limited and are awarded based upon the school's formal Bursary policy. This means applications for Year 7 entry only will be considered.

AFTER THE EXAMINATION

As well as the examination marks, SWPS will have requested a report from your child's current school to support their application. (Some maintained schools now make a charge for completing a reference – please do not pay for this, as we will accept the previous routine progress report).

In the case of inconsistent evidence, students will be invited back into the school to sit a verbal, non-verbal and mathematical skills test online using the CEM Select Evaluate assessment, which is designed to enable students to demonstrate their academic potential and ability. The assessments support developed abilities in reading and maths that rely on genuine understanding rather than learning through repetition and students will not need to do any practice or preparation for this test. This assessment will last up to an hour. Students with special educational needs can have up to 25% extra time to take the test. Each child completes the assessment independently, working at a computer and guided by on-screen instructions.

These assessments take place a few days after the results are received by parents, and precede the Art, Music and Drama Scholarship assessments.

Academic and administrative staff work diligently after the examination to ensure that parents receive the results as quickly as possible; parents are asked not to telephone the school to enquire about these; they will not be given over the telephone.

We do not give out any marks achieved in the examination. The Head's decision regarding the offer of a place or otherwise is final.

Once an offer of a place has been made, it cannot be transferred to an alternative year group / year of entry. The results will also be sent to your child's current school as a matter of courtesy.

ACCEPTING A PLACE AT SWPS

With the offer of a place at the school, parents will receive acceptance forms to complete and return with a deposit of £750 for a place in Year 7, or a full-term's fees for a deferred place into Year 9. This is held until the student leaves the school. We ask parents to let us know by Monday 4 March 2024 whether the place will be accepted or declined. After this date the place can no longer be guaranteed, as we are always in a position where we have more candidates than places - as such we aim to communicate with those on our waiting list in a timely fashion.

JOINING SWPS

Once you and your child have accepted a place at the school into Year 7, you will be sent joining instructions late in the Spring Term or early in the Summer Term and will be invited to a Welcome event in early July. Here the children will find out to which form they have been allocated, and they will have the opportunity to meet their classmates and form tutors. Parents are also invited and will have a chance to chat to form tutors.

If parents have any particular concerns about the arrangements for form groups, they should let the Head of Admissions know in writing along with the return of the forms with the joining instructions, well in advance of the Welcome event. Once children have been allocated classes, these lists are then set and can not be changed. Our Head of Year 7 organises classes in an optimum arrangement, and must know from the Head of Admissions about any special requests in good time.

DATES FOR YOUR DIARY

1 OCTOBER 2023	RETURN BURSARY FORMS.
15 OCTOBER 2023	RETURN SENDCO AND ALL SCHOLARSHIP APPLICATIONS.
15 OCTOBER 2023	RETURN ENTRANCE EXAMINATION CONFIRMATION OF ATTENDANCE AND ALL OTHER DIGITAL FORMS.
18 NOVEMBER 2023	ENTRANCE EXAMINATION.
24 NOVEMBER 2023	DECISION LETTERS SENT OUT.
1 DEC /29 NOV 2023	ACADEMIC SCHOLARSHIP DAYS (BY INVITATION).
30 NOVEMBER 2023	SPORT SCHOLARSHIP ASSESSMENTS.
1 DECEMBER 2023	ART, DRAMA AND MUSIC SCHOLARSHIP ASSESSMENT.
EARLY MARCH 2024	FINAL ACCEPTANCE DATE.
APRIL 2024	JOINING INSTRUCTIONS SENT TO PARENTS.
MAY 2024	JOINING FORMS RETURNED TO ADMISSIONS OFFICE.
JULY 2024	WELCOME PARTY.



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**GUILDFORD ROAD | CHERTSEY | SURREY KT16 9BN
01932 574900 | OFFICE@SWPS.ORG.UK | WWW.SWPS.ORG.UK**