



## ADMISSIONS

This policy is applicable to all pupils in the school, including those in Boarding and in the EYFS.

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## **ADMISSIONS**

The best way to appreciate the atmosphere of the King's community is to visit us, the Principal, Headmaster and Headmistress are always happy to meet prospective candidates and their parents. Parents of children seeking Senior School places (13+) are invited to meet the Principal. Parents of children seeking entry to the Preparatory School are invited to meet the Headmaster of the Preparatory School. Similarly, parents of children seeking entry into the Pre-Preparatory School are invited to meet the Headmistress of the Pre-Preparatory School.

### **Pre-Preparatory School and Nursery**

Entry into the Pre-Preparatory School is as a result of an interview with the parents and an assessment of the child. For those seeking entry into Years 1-3, this will be incorporated into a 'taster session' in the child's current year group. A report from a child's existing school or pre-school will also be requested. All children who are registered for entry are assessed, including those who are already pupils of the Nursery class in preparation for Reception class entry. Children are offered Nursery places to start in September for the academic year following their third birthday and, for Reception class, places are offered for a start in the September after their fourth birthday.

### **Preparatory School**

Children from the Pre-Preparatory School move into the Preparatory School at eight years old (Y4). The majority of children from other schools enter at the age of eleven years old (Y7). The Entrance Procedure consists of an interview and Assessment papers in English, Mathematics and Non Verbal Reasoning which are designed to indicate potential rather than present performance. Assessment mornings for places in September are held in the previous November with a second opportunity in the following March.

### **Senior School**

Children from the Preparatory School normally move into the Senior School at 13+ (Y9) on the basis of an entrance examination. Entrance from other Preparatory schools are normally admitted on the basis of the Common Entrance Examination, interview and a satisfactory report from the Head of present school. Entrance from other schools, including overseas, are based on an interview, satisfactory reference from the present school and may include sitting King's entrance examinations.

## **Sixth Form**

Students should attain a minimum of a 6 at GCSE in the subjects they wish to study at AS Level. For some subjects such as Mathematics, Languages and the Sciences however, a 7 or above is expected. The minimum entry requirement for the Sixth Form at King's is five GCSE passes at 4 or above. Students already studying at King's are expected to continue their education in the Sixth Form if they achieve the matriculation criteria above. If this is not the case, the usual written notice of one term will be required.

## **Cathedral Choristers**

Voice tests for potential Cathedral Choristers are held each year for boys who will be eight on entry (Y4) and for girls who will be ten on entry (Y6). Those recommended by Rochester Cathedral's Director of Music, who are not currently pupils at King's, are then tested academically for admission to the School. The Choral Scholarship continues as long as the child remains in the Choir. Boys should not be entered for Cathedral Choristership if they are likely to leave King's at the end of Y6 and girls should not be entered if they are likely to leave King's at the end of Y8.

## **Equality of Admission**

1. The School has a structured approach to admissions involving: interviews, assessments and taster sessions for potential pupils. It is important at this stage to identify any educational needs and have clear communication around factors which may help King's with planning to meet the teaching and learning needs of a new pupil. Previous intervention, illness, attendance and professional educational reports will help to paint the picture of a need. The School carefully considers applications on a case by case basis to ensure that any requisite, reasonable adjustments can be made to meet the specific educational needs of the pupil in question. However, if those needs are such that King's deems it is unable to provide the requisite support, and that this support can be better provided in an alternative educational setting, a place may not be offered and parents will be advised of this. If the School is satisfied that the child's teaching, learning and behavioural needs can be met at King's with, if required, any reasonable adjustments, and a place is offered, the School will monitor the child's progress to ensure that his/her educational needs are being met and to ensure that it can continue to meet those needs. Recommendations of support are made at this stage. Pupils

with English as a second or additional language will be assessed before entry to ascertain their level of English ability.

The quality of opportunity is central to the ethos of King's Rochester and applies to all pupils and staff in the school and applying to the School, irrespective of gender, pregnancy or maternity, race, religion and belief, cultural background, linguistic background, sexual orientation, gender reassignment, SEN and disability (within the physical limitations of the buildings). King's Rochester acknowledges and welcomes their duty under the Equality Act 2010.

### **Further Information**

The School admits children of all races and denominations.

### **Disclosures**

Parents must as soon as possible disclose any particular known or suspected circumstances relating to their child's health, allergies, disabilities, or learning difficulties and forward any relevant documents.

### **Oversubscription**

In the event of numbers of registered or accepted pupils exceeding the published maximum numbers for the current number of classes/forms in the year:

- The Executive Board of the School will be advised.
- A decision will be made by the Executive Board as to whether a further class/form can be opened to accommodate the additional applicant(s).
- Governors will be advised of the decision.

If it is not possible to accommodate one or more suitable applicants to the school:

- The child (ren)'s name (s) will be added to a waiting list;
- No acceptance fee will be accepted or cashed until such time as a place in the requested year group should become available.
- Parents will be advised in writing of the decision.

If we need to decide between two or more candidates who meet our admission requirements, after all appropriate allowances and special consideration has been given, we may give preference to:

- A child who already has a brother/sister in the school;
- A child with a particular skill, talent or aptitude;
- A child whose parent is a current member of our staff;
- A child whose parent is a former pupil at the school.

If there is over-subscription in any of the above categories, places will be allocated in order of date registration.

**THIS POLICY HAS NON-CONTRACTUAL STATUS**