

11+ ADMISSIONS POLICY: INTERNAL APPLICANTS

Owner:	HGH
Reviewed:	March 2021
Approved by Governors:	March 2021
Next Review:	March 2022

POLICY STATEMENT

1. The aims of this policy are:

- To ensure compliance with the school's charitable purposes;
- To identify and admit girls who will benefit from the school's academic education and contribute to and benefit from the ethos and activities of our school community right through to UVI.

2. Equal treatment:

We welcome girls from many different ethnic groups, backgrounds and creeds. 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. As an all girls' school, we are permitted under the Equality Act 2010 to restrict admission to girls. We do not, however, discriminate against pupils on the grounds of race, religion or belief, sexual orientation, gender reassignment, pregnancy, maternity or disability in accordance with our obligations under the Act. We expect all of our pupils to attend our school assemblies.

3. Disability and Specific Learning Difficulties:

We welcome applications from girls with disabilities. While at present our facilities for girls with disabilities are limited, we will do all that is reasonable to ensure that the school's culture, curriculum, policies and procedures are accessible for disabled girls who meet our admissions requirements.

PROCEDURES

4. Summary:

Our admission procedure for applicants from the Junior School is as follows:

Our assumption is that all girls who join LEH Junior School will move through to the Senior School automatically, without sitting the 11+ Entrance Examination. Throughout a girl's time in the Junior School her academic performance and personal development are monitored and reviewed. If her teachers become concerned that she is not thriving as we would expect, we will discuss our concerns with parents.

It may be that an automatic move to the Senior School is not appropriate. This will be rare, and will always be discussed in detail between the Head of the Junior School and the parents. In these unusual cases, a final decision will be made no later than the end of the Spring Term of Year 5.

Unless informed otherwise at the end of Year 5 Spring Term, parents will receive their formal offer of a place in the Senior School in January of Year 6, alongside the external applicants who have taken the 11+ Entrance Examination.

If parents wish their daughter to be considered for a Senior School Scholarship, she must sit the 11+ Entrance Examination for the Senior School in January of Year 6, along with all external applicants. Parents will need to register their daughter for the examination by the external 11+ closing date in the Autumn Term of Year 6.

Junior School girls who wish to apply for a Music Scholarship should complete the Music Scholarship application form and may be called for audition in January of Year 6.

If parents wish to apply for means-tested financial assistance with fees, parents must apply in the Autumn Term of Year 6, before the advised deadline. Music Scholarships and Exhibitions will be awarded through auditions, as for external candidates. Financial Assistance with Fees will be awarded in line with the policy, as for external candidates.

Girls who join the school in the Spring Term of Year 5 or later will be required to follow the procedure for external candidates.

5. Special Circumstances:

We recognise that a candidate's performance may be affected by particular circumstances, for example:

- i) If she is unwell or has had a lengthy absence from school
- ii) If there are particular family circumstances such as a recent bereavement
- iii) If there is a relevant educational history, for example education outside the British system
- iv) If the candidate has a disability or specific learning difficulty
- v) If English is not the candidate's first language

If we are made aware of any of these cases, we may request further information such as a medical certificate or educational psychologist's report, and any associated correspondence or details from the Junior School (including samples of work) or any family history as we consider necessary to make a fair assessment.

6. Disclosures:

Parents must, as soon as possible, and in advance of the school's decision, disclose any particular known or suspected special circumstances relating to their child's health, allergies, disabilities or learning difficulties, or other circumstances which may affect their daughter's performance. Such circumstances must be reported to the school by the last day of the Year 5 school examinations in the Summer Term.

If parents will require any variation to the standard school regime (e.g. food, uniform or special needs) for their daughter during her time at LEH parents must request these arrangements as soon as possible, and in advance of the school's decision, so that we can establish whether the school can reasonably meet their requirements. Careful consideration will be given to all such requests.

7. Decisions:

The school's decision is final, and there is no right of appeal.