Information Culford Applicants

2024-25

Prep School (ages 7-13)

Independent boarding and day school for boys and girls aged 1 to 18 years

Ethos and Values

We believe that to make pupils ready for life means developing them to be flexible, innovative, dynamic and resilient young adults. The first three are key values in a world in which change is the only constant; and young adults also need to learn resilience as our failures and setbacks can sometimes lead to our greatest successes.

To provide the right environment, we demand the same attributes from ourselves as a school and as teachers, modelling the values we want pupils to learn. We also seek to model the honesty to learn from our own flaws whilst treating others with compassion.

It is a simple proposition: young adults should leave Culford ready for life, a credit to us and a delight to you.

Prep School Curriculum

Culford Prep School provides a broad and balanced curriculum to prepare pupils for the next stage in their education. We aim to develop confident, independent learners with enquiring minds and high ethical standards, who have fun together in a spirit of mutual care and toleration.

We offer a rigorous academic programme, which is balanced by exciting extra-curricular activities in which pupils develop the social confidence to achieve their individual potential. These include art, drama, music and sport as well as academic clubs. Our enrichment programme stretches even the keenest academic minds.

Our classrooms are fully equipped for learning in a technological world and feature smartboards and networked projectors. Our pupils benefit from our bring your own device policy which allows all pupils to use their own personal laptop, bringing digital learning into the classroom.

The Library, located at the heart of the Prep School, contains a vast of fiction and non-fiction works, along with plenty of research resources. Additionally, pupils have access to our central modern library and the wider school facilities for art, design and technology, drama and sport. Specialist facilities for music and science are also provided.

Lessons are 40 minutes each, starting at 08:45 and ending at 15:30. A programme of extra-curricular activities is on offer daily from 16:00 to 17:20. Pupils are expected to complete prep (homework) or independent study, according to their year group timetable.

Lower and Upper First (Years 3 & 4)
Lower and Upper First study English, mathematics, science, French, Spanish, history, geography, philosophy and religion, art and design technology, ICT, physical education, music and games. Learning for life (PSHE) is taught once a week by the form teacher. Individual music and speech and drama lessons are available at additional cost.

Lower and Upper Second (Years 5 & 6)
Lower and Upper Second study English, mathematics, science, French, Spanish, history, geography, philosophy and religion, art and design technology, ICT, physical education, music, drama and games. Learning for life is taught once a week. Individual music and speech and drama lessons are available at an additional cost. Library research skills are taught within the English curriculum. Subjects are taught by individual subject specialists in Upper Second.

Lower and Upper Third (Years 7 & 8)
In Lower Third and Upper Third, pupils follow our enhanced curriculum, which includes English, mathematics, science (biology, physics, chemistry), French, Spanish, history, geography, philosophy and religion, art and design technology, ICT, physical education, drama and music.

Learning for life is taught once a week by the associate form teacher. Pupils also receive one-to-one academic tutorials from their form teacher. Individual music and speech and drama lessons are available at an additional cost. All subjects are taught by individual subject specialists. Pupils remain with their form teacher for both years.

Learning Development
Culford is a mainstream school with a small and successful learning development department serving the Pre-Prep, Prep and Senior Schools. We offer support to pupils with mild specific learning difficulties who are able to manage independently in the classroom.

Our aim is to meet every child's individual needs with a tailor-made provision, which is incorporated into the mainstream timetable.

Learning Development lessons are either embedded in a pupil's timetable, offered on a withdrawal basis or arranged before or after school. Additional costs apply and our Admissions Team can answer any questions you might have.

Prep Boarding

Within Cadogan House, separate dormitories for boys and girls offer a safe and happy community. The Housemaster and residential team look after the pupils in Cadogan and are responsible for the children's day-to-day welfare and happiness, and for maintaining contact with parents. Children may opt to board on a full or part-time basis.

Full boarding
Termly commitment to board four to seven nights per week.

Part boarding
Termly commitment to board two to three nights per week.

Occasional boarding
One-off sleepovers may be booked when places are available, up to 10 nights per term.

Extended Day
As a boarding school, we are uniquely placed to support parents in balancing family life with the demands of careers and commuting. Flexible boarding options, breakfast club and extended day are popular offerings designed to help parents manage their many responsibilities. After the school day and activities have ended, day pupils in Prep and Senior School have the option of staying for supper and completing their prep.

07:30 to 08:00	
Breakfast Club	Additional cost
17:20 to 19:00	
Includes supper and prep time	No charge
19:00 to 20:00	
Supervised free time	Additional cost

Admission to Prep School

Assessment & Entrance
Our admissions procedure is both personalised and friendly. Applicants to Culford complete entrance assessments on an individual basis in a welcoming and supportive environment.

11+ Scholarships
Pupils are invited by the Head to sit academic scholarship papers based on their entrance examination results. Sports scholarship applications should be received by the middle of October, music scholarship applications should be received by the beginning of January. Entrance examinations and a supporting reference must be received from the Head of the pupil's current school before he/she sits scholarship examinations. Scholarships are awarded as an honour on the basis of merit:

- Scholarships are reserved for candidates who show a breadth of strong talents and exceptional potential.

There is a monetary value to each award, expressed as a discount on school fees or a sports programme. Awards made at age 11+ are expected to apply until the end of Prep School, subject to satisfactory progress. All scholarship awards are reviewed on entry to Culford Senior School.

Scholarships on Offer
- Academic Scholarships (11+, 13+ and 16+)
- Music Scholarships (11+, 13+ and 16+)
- Sport Scholarships in Major Games (from 11+)
- Tennis and Golf (from 11+)

Value of the Awards
The value of a scholarship is worth up to 10% of the tuition fees. For sports scholarships please refer to the Individual Sports Programme. Candidates may sit for up to two awards but the total award will not exceed the value of the major award. The maintenance of each award is at the discretion of the Prep School Head and is subject to the pupil's continued good performance.

Fees
Please visit *culford.co.uk/prep/fees* to view our current fees.

Payment of Fees
A non-refundable registration fee of £180 per pupil is payable prior to assessments/entrance examinations. An acceptance fee of £360 (day), £600 (UK boarder) and £900 (international boarder) per pupil, is payable with the acceptance form and secures your child's place once offered. International pupils also pay a refundable deposit.

Fees cover tuition, meals, standard textbooks and teaching resources. They do not include optional subjects and examination entry fees.

Fees are payable on or before the first day of term. Payment by direct debit is available over ten months (August-May). It is also possible to arrange a lump sum advance payment of annual fees.

Extra Charges
We try to make any extra charges as low as possible. Pupils are, however, billed for:

- Learning development and EAL lessons
- Non-transferable academic texts
- School trips and visits
- Boarders' outings
- House social events
- Breakfast club and evening care

Parents of boarders wishing to limit such charges should speak to their child's Housemaster.

Financial Assistance
Bursaries are a way of enabling children to attend Culford who might not otherwise be able to; or to help pupils who already attend the school to remain here. They are awarded privately, are means-tested and may be awarded in order to augment the value of a scholarship.

Bursaries are a limited resource provided from the school's income, endowments and gifts. To apply for financial support you will need to complete a financial circumstances form. Support is reviewed every year, and the financial circumstances paperwork must be completed annually, at the start of the Spring term.

The bursary application process is entirely confidential. Forms can be downloaded from the website *culford.co.uk/parent-hub* or requested from the Admissions Office. Applications are initially assessed by the Bursar, and then awarded by the Bursaries Committee.

There is no closing date for new applicants, but submissions are encouraged as early as possible. Entrance exams must be completed prior to a bursary outcome. Applications made late in the school year may also be considered.

Forces Allowances
Culford's Forces Allowances are normally awarded automatically to parents who are serving in the Armed Forces and are in receipt of the MOD Continuity of Education Allowance (CEA), and who wish their children to board at Culford.

Means-tested bursaries are also available for children of serving or ex-servicemen and women, subject to their child satisfying our entrance requirements.

Admissions Procedure

How to Apply
The majority of pupils will join Culford at the start of the academic year in September, although we welcome enquiries at any time. The application process has been designed for simplicity:

1. Contact the Admissions Office to check on the availability of places and to arrange a personal visit.
2. Once you have decided to apply for a place at Culford, complete and return a Registration Form with a non-refundable registration fee of £180 and the relevant supporting documents.
3. Speak with the Admissions Office to arrange an entrance assessment, which will be appropriate for your child's age and year group.

Offers
Each formal offer is made subject to our standard terms and conditions. Your child's place will be secured upon receipt of the signed acceptance form, medical form and the non-refundable acceptance fee.

A copy of the standard terms and conditions will accompany the formal offer of a place.

Admissions Policy
The educational interests of the child are at the heart of our admissions process and we will only admit pupils whose educational needs we can adequately meet.

It is a general principle that no part of Culford School will admit a pupil in the belief that they will not qualify for the next stage of their education within the School. It is, however, recognised that, especially at younger ages, making such judgements may be difficult and there may, on occasion, be pupils at Culford who do not qualify for transfer to the next part of the School.

Any decision to refuse such progress will be made:

- With timely, documented and open discussions with the parents
- With regard to the best educational interests of the child concerned

Parents whose children are admitted with such reservations will be informed regularly of the likelihood of progression to the next stage of education. Any parent whose child is deemed unlikely to progress to the next stage at Culford will receive a formal letter outlining concerns at least one calendar year prior to the end of the academic year in which transfer occurs.

Culford reserves the right, in consultation with parents/guardians, not to offer places to those whom it considers would not benefit from the School's education, or whose presence might have a detrimental effect on other pupils.

Responsibility for Admission to Culford
In all cases, the Head of the relevant school is responsible for deciding to admit or refuse entry to a pupil. Where such a decision is challenged, the School's normal complaints procedure should be followed.

School Policies
You will find all Culford's policies and handbooks, including the School Safeguarding Policy, in the policies section on our website *culford.co.uk*

Fees
Please visit *culford.co.uk/prep/fees* to view our current fees.

General Information

Bus Routes

Express Shuttle Services

The Cambridge and Norwich Express Shuttle services operate between Cambridge (Trumpington Park & Ride and Milton Park & Ride) and Norwich (Thickthorn Park & Ride) and Culford. The convenient collection and drop-off points make it easy for children to take advantage of the huge range of academic, sporting and artistic opportunities offered by the School.

Day Pupils' Bus Service

We also offer a comprehensive bus service for day pupils operating from towns and villages located as far as 30 miles from the School. The service runs inbound and outbound during term time from Monday to Friday. Additional routes may be added subject to sufficient demand. To view or book a bus service please visit *culford.co.uk/bus-routes*.

Uniform

Culford's uniform is one of our distinctive hallmarks and enables even the youngest children to take pride in their appearance and their school. Uniform information can be obtained from *culford.co.uk/parent-hub/uniform*.

Standard Terms & Conditions

A copy of our standard terms and conditions will be provided for parents when a formal offer of a place is made. If you would like a copy in advance please download it from *culford.co.uk/about-us/policies-handbooks*.

Bus Routes

Cambridge
Haverhill
Newmarket (A)
Newmarket (B)
Norwich
Snetterton
Stowmarket
Sudbury



The Culford Estate

1. **Culford Hall**
   Head's Office
   Finance Office
   Admissions Office
   Foundation Office
   Studio Theatre
   Centenary Hall
   Music School
2. **Cricket Pavilion**
3. **Iron Bridge**
4. **South Front**
5. **Head's Lodge**
6. **St Mary's Church**
7. **Hastings and Skinner Teaching Blocks**
8. **William Miller & Bristol Myers Science Building**
9. **Library and Watson Lecture Theatre**
10. **Pringle Centre for Art and Design Technology**
11. **Sports Centre and Paddy & Scott's café**
12. **Swimming Pool**
13. **Indoor Tennis Centre**
14. **Outdoor Tennis Centre**
15. **Tennis Courts**
16. **Artificial Turf Pitch (Culford Hockey Centre)**
17. **All Weather Pitch**
18. **Athletics Track**
19. **Pre-Prep & Nursery School**
20. **Estate Yard**
21. **Health Centre**
22. **Ashby Dining Hall**
23. **Ashby Quad Houses**
24. **Cadogan House**
25. **Prep School**
26. **Prep School Sports Pitches**
27. **Golf Short Game Area**
28. **Rugby Pitches**
29. **Golf Range**
30. **Culford Nursery**



Culford

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The information within may be subject to change and does not form part of any contractual agreement between parents, pupils or guardians and the School.

culford.co.uk

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