



ROYAL HIGH
BATH

GDST
GIRLS' DAY SCHOOL TRUST

ADMISSION OF STUDENTS

Applicable to: All prospective students, parents and staff.

See also: Accessibility Policy, Equal Opportunities Policy, Learning Support (for EAL), Overseas Students Policy

Aims:

1. To ensure that all sections of the school are open to girls who are judged to be capable of benefitting from the education provided and of contributing to the life of the school.
2. To support the idea that girls admitted to the Prep School will (if it is appropriate) progress through the school, exploiting the benefits of right-through schooling.
3. To ensure that academically able students who are likely to qualify for further education post-16 are selected for entry – both day and boarding – thereby creating an environment in which learning, intellectual enquiry and scholarship are valued.
4. To ensure that the assessments that take place are age and experience appropriate.
5. To ensure that students are offered places on the basis of achieving an acceptable standard in their assessment/examination.
6. To make the offer without discriminating against any student or parent on the grounds of race, nationality, colour, ethnic/national origin, disability, sexual orientation/religion/belief (actual or perceived).
7. To give due consideration to educational experience in assessing 'acceptable standard' and to maximise access for students to whom the RHSB can add value.
8. To ensure fairness and transparency in the admissions process.
9. To ensure we are in line with GDST Council's Policy.

PLEASE NOTE: THIS POLICY SHOULD BE READ IN CONJUNCTION WITH THE POLICY ON OVERSEAS STUDENTS AND EAL.

The Nature and Range of the Ability of the Intake:

In line with all GDST schools, the policy of RHSB is to admit students on the basis of academic selection, with the exception of Nursery:

- At 3+ (Nursery) pupils are not formally assessed. Nursery pupils are assessed against the EYFS guidelines and transfer directly to Reception. These pupils are monitored throughout the Early Years Foundation Stage and Key Stage 1 to ensure that they are on target for Key Stage 2.
- At age 4 a pupil will be assessed by Nursery for half a day to ensure they are on track to achieve the EYFS goals at the end of Reception.
- From age 5 to 10 (into Year 1 to Year 6) prospective pupils usually have a two-day assessment visit with their peers and follow the pattern of a normal school day. The Form Teacher is responsible for carrying out the assessment in English and Mathematics. A reasoning test is also carried out when it is felt necessary.

- At 11+ (into Year 7) by examination in English, Mathematics and Reasoning. The minimum Standardised Score for entry is 90. All external candidates are interviewed by the Head and the Head of Year 7. The Head interviews all internal candidates. EAL students meet the Head of International Students before being invited to sit assessments.
- At age 12 (into Year 8) by examination in English and Mathematics. Candidates are required to have an interview in person or online.
- At ages 13 and 14 (into Year 9 and 10) as above with the addition of a Science paper. Successful applicants will demonstrate the potential to pass GCSEs at Grades 9-7 in a range of subjects.
- At 16+ (into Year 12). Entry to the Sixth Form is subject to a minimum of 6 GCSEs at grade 6 or above, with 7s in the subjects chosen to be studied at A Level or IB Higher level. If you opt for a subject not previously studied, entry may require an additional assessment. Candidates will have an interview in person or online. *If the student does not meet the minimum entry criteria for RHB, they may be able to undertake an agreed alternative pathway, based on their individual circumstances. Your school report from Year 11, indicating a positive attitude to learning and community will be a key element of any offer.*
- Any provisional offer made by the Head is confirmed upon verification of GCSE results in the August before entry, unless the student has had an unconditional offer based on her entrance examination results.
- For students coming from overseas or for those who have not taken GCSEs: At 16+ (into Year 12) assessment will include English, Maths and subjects chosen to be studied at A Level or IB Higher Level. There will also be an interview with the Head of International Students.

Implementation:

Prep School Admissions

- Invitation to come for assessment is to be made only after receipt of the Registration Form and Registration Fee except in unusual circumstances.
- All applicants must provide a completed Learning Support Declaration as part of the application. Parents must notify school of any medical issue or SEND which has been identified.
- An offer may be made, subject to a satisfactory assessment and satisfactory report from the existing school.
- Parent/carers are to be informed of the outcome of an assessment as soon as possible. In the Prep School this is the responsibility of the Head usually at the end of the day. A Deputy Head may be asked to speak to the parent/carers if the Head is not available.
- With agreement with the Head of Prep, applicants may sit the assessment tests online, at their own school under examination conditions or under the supervision of an appointed agency.

Admissions in the Senior School

1. A copy of GDST's Admissions Policy can be found on the GDST website and is available from the Registrar.
2. Applications for registration must be made via the online application form available on the RHSB website.
3. Students are admitted on the basis of appropriate entry/transfer examination and interviews. A reference from the current school is obtained.
4. Interviews with parents do not form part of the selection procedure.
5. Relevant Heads of Department have responsibility for setting, marking and reviewing entrance examinations appropriate to each stage of entry. Tests are reviewed annually.
6. The entrance examination is not set to clash with any major religious festival.
7. Parents to be informed of the outcome of entrance/transfer examinations as per the agreed timetable.
8. Entrance/transfer examinations are taken in conditions which are both conducive to academic work and concentration, and which encourage applicants to relax.
9. Individual needs are taken into consideration in consultation with feeder schools.
10. Entrance/transfer examinations are to be supervised by the Registrar or her representative.

11. Recommendations for offers or rejections, subject to performance in the entrance examination, are to be made by the relevant Heads of Department to the Head.
12. Offers are to be sent out under the signature of the Head.
13. Invitations to sit the Entrance/Transfer Examination are to be made only after receipt of Registration Form and Registration Fee.
14. All students considering entry to RHSB may be offered a taster day or night (in the case of boarding).
15. Overseas applicants are to sit Entrance Examination under the supervision of an appointed educational agent/British Council/their school with the agreement of the overseas Head or similar trustworthy body.
16. All Year 7 entrants are invited to the induction afternoon in the Summer Term of Year 6.
17. Reports may be requested from current schools (where relevant).
18. References will be requested from current schools.
19. No student can start unless her parents have signed the GDST parent contract sent when the offer is made.
20. Parents of unsuccessful candidates may ask for feedback from the Head about how the child performed in relation to the range of successful candidates and about how the selection criteria were objectively applied. (Exam scripts are not shown to parents, being exempt from disclosure under the Data Protection Act 1998.) Discussions with parents may be followed up in writing.
21. There are exceptions to the normal selection criteria. The Head looks at individual cases where there are extenuating circumstances (e.g. if a student has been educated at home). The Head (or her nominated representative) interviews the student and makes a decision.
22. The Prep School, Senior School and Sixth Form take siblings (3 -18). Priority is given to siblings, subject to them satisfying all other entry requirements.

Inter-school Transfers

1. Transfers between other GDST schools and RHSB may be arranged for reasons such as relocation or the need for boarding facilities or the desire to study the International Baccalaureate Diploma.
2. A transfer cannot be made to any Academy sponsored by the GDST.
3. Transfers are subject to place availability and the receiving school's professional judgement re the benefit the student would get from joining.
4. Pupils transferring from another Trust prep school are not required to pass the admissions assessments but may be asked to complete some of the tasks for diagnostic purposes. A written report covering the core subjects, any strengths or weaknesses with a comment on behaviour is the norm but, in unusual circumstances, a verbal report by the Head may be given.
5. Admissions in Years 7 to 12 are as for anyone else.
6. When places are available, GDST policy requires priority to be given to students transferring from other GDST schools.

Post-16 Transfers

1. Parents are informed of the RHSB's standards for entry into the Sixth Form.
2. After mock GCSE exams the Head sees any parent of a student about whom there is concern. This takes place before the end of the Year 11 Spring Term. The grades required for entry into the Sixth Form are set out in the standard notification letter.

Siblings

In both the Junior and Senior Schools a sibling discount is offered on the third or subsequent daughter/s to the value of 20%. This runs for the duration of the third daughter's school career even when the two older girls have left.

SCHOLARSHIPS AND BURSARIES

SCHOLARSHIPS: ACADEMIC and SPECIALIST

Policies are reviewed every September and approved by Governors in the Autumn meeting.³

Scholarships are made, *irrespective* of parents' financial situation at the entry points of Year 7 (11+) and Year 9 (13+) and at entry/transfer into the Sixth Form in Year 12. These are awarded for all-round academic excellence and for outstanding promise in a specialist area. Scholarships may be worth up to 10% of a scholar's day fees. Awards are granted on merit as a result of a competitive assessment process. Applicants may apply for any combination of Academic and Specialist Scholarships available to her year group. A personal statement is required with the application.

Year 7 (11+) Scholarships:

Academic Scholarships are made to those who demonstrate exceptional intellectual potential in our Year 7 Entrance Assessments (English, Mathematics and Reasoning). Year 6 students from Royal High Prep School take the same tests as external students. Scholarships are open both to girls from Royal High Prep School and to those applying from other schools.

Specialist Scholarships: Music, Dance, Drama, Sport, Art and Design Technology awards are made to internal and/or external candidates who demonstrate outstanding talent and potential. Decisions are made on the basis of an audition/practical or on the presentation of a portfolio of work, plus interview. Scholarships may continue into Year 12 if progress and commitment is maintained.

Year 9 (13+) Scholarships:

Academic Scholarships are made to those who demonstrate exceptional intellectual potential in our Year 9/13+ Entrance Papers (English, Mathematics, Science & a language – French, Spanish, German or Latin) and interview.

Specialist Scholarships: Art, Drama, Music, Sport, Design Technology and Dance awards are made on the basis of an audition/practical and interview. Scholarships may continue into Year 12 if progress and commitment is maintained.

Internal Year 9 Scholarships are Honorary.

Year 12 Sixth Form Scholarships:

Academic Scholarships: 2 exams in either STEM (Mathematics, Science, Technology) or ARTS (English, Languages, Humanities) or IB (a combination of Arts/Science).

Specialist Subjects: Art, Drama, Music, Sport, Dance, Design Technology

All awards are retained to the end of Sixth Form and are reviewed at regular intervals. Ongoing commitment to an individual's area of specialism is a requirement of the continuation of a Specialist Scholarship. Scholarships can be withdrawn.

Guidelines for Specialist Scholarship Applications

Art: An award may be made subject to the applicant providing evidence of *sustained, independent* and *varied* work of an exceptional standard. Candidates may be expected to discuss their work with members of the Art Department.

Design Technology: It is expected that a Design and Technology scholar will be taking the subject for GCSE, on course to achieve a grade 9. Candidates must have a keen interest in design and demonstrate this interest both inside and outside of the curriculum. Students should show their commitment to pursue a technological degree course in a subject such as Engineering, Product Design or Architecture. A further facilitating A-Level subject in either science or Maths would be preferred. At interview candidates will be asked to bring a sample of work or GCSE coursework and be willing to talk through their design concepts with the Head of Faculty.

Drama: Scholarships will be made to applicants who can demonstrate both outstanding potential and commitment. It is likely that they will be members of theatre groups outside school, and/or that they may have taken Speech and Drama lessons and LAMDA or Guildhall examinations. The audition piece should be a *performance* and *not a recital*; candidates are expected to demonstrate both their *movement* and *vocal skills*. Sixth Form scholarship holders will be expected to take a leadership role within the department.

Music: Scholarships are awarded at Year 7 to applicants with at least Grade 3 with merit or distinction for

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main instrument/voice. Year 9 applicants are expected to have achieved Grade 5 for their main instrument/voice and have a proven track record as a member of musical ensembles at school. We would normally expect recipients of this award to take Music at GCSE level. Sixth Form Scholarships will be awarded to applicants with at least Grade 7 with merit or distinction for main instrument/voice. (It is unlikely that an Award will be made to an applicant with only one instrument to offer.) They will be expected to take a leadership role in our ensembles. All Music Scholars will be expected to demonstrate a substantial commitment to extra-curricular music making at the Royal High School. All scholarship applicants will be asked to perform a piece on each instrument/voice. Aural tests and sight reading will also be included.

Sport: At 11+, applicants will demonstrate outstanding promise in a chosen sport or sports and will already be attending and competing at club-level. Applicants will be asked to participate within a practical session (a PE lesson or lunchtime club session) and may be asked to participate in fitness testing. Applicants are expected to play an active and supportive role towards school sports teams and in representing the school. At 13+, applicants will demonstrate exceptional potential in one or more sports. Selected candidates are likely to be at county or regional level in their sport, regular club players/athletes and excellent role models. For Sixth Form applicants, exceptional performance in one or more sports will be at senior club level or higher and applicants will be expected to continue their commitment to representing the school in major competitions in addition to supporting the PE department through running a club for younger students. Applicants for sports scholarships at all years should be positive role models, participating in Physical Education with passion and pride whilst acting as an ambassador for the PE department. The school's internal athlete support mentoring system is available for all scholarship candidates, to support their development and potential in their sport(s).

Dance: Applicants will be asked to prepare and perform a short solo of around one minute, take part in a group choreographic task and have a short interview with the Lead Dance Teacher and/or Director of Sport.

BURSARIES

GDST Means-tested awards (up to 100% of fees) are given at Year 7, Year 9 (external applicants only) and for entry into the Sixth Form to students who demonstrate outstanding all-round academic ability. In order for their daughters to qualify for a financial award, parents must also complete an assessment of income and assets in order to establish their financial need. Details are available on the GDST and RHSB websites; the assessment is undertaken by the Finance Department at the GDST's Head Office in London. Bursaries are subject to an annual review.