



King's College

TAUNTON

Admissions Policy

(This policy is applicable to all pupils, including those in the EYFS)

*This policy applies to
King's College Prep School and King's College Taunton*

Policy Date: September 2024

Responsibility

Individual: Headmasters

Council Committee: Full Council

Review Cycle: (Annual)

Next scheduled review: September 2025

Last interim review: September 2024

STATEMENT OF INTENT

It is our intention to make our Schools accessible to families from all sections of the local and international community who have made the choice to educate their child/children in the independent sector.

AIM

We aim to ensure that all sections of society have the opportunity to access the Schools through open, fair and clearly communicated procedures.

GENERAL

King's College and King's College Prep School provide co-educational, day and boarding independent schooling for pupils from ages 2 to 18. King's College Prep has approximately 300 children from the ages of 2 to 13, and King's College has approximately 450 pupils from the ages of 13 to 18. Both Schools provide exceptionally well for boarders and the proportion of boarders has reached about two-thirds by the time children are at King's College.

Deciding on the right school for a child is very important and we believe that a personal visit is invaluable. We very much hope that children and their parents will visit the appropriate School to inform their decision. We hold multiple Open Days throughout the year at each School: these give a general introduction to the Schools and details are published on our websites. We are also very happy to welcome prospective parents and their children at other times. Please contact the Admissions department to arrange a visit as below:

King's College Prep ☎ 01823 285928 ✉ admissions-kcp@kings-taunton.co.uk
King's College ☎ 01823 328204 ✉ admissions@kings-taunton.co.uk

REGISTRATION AND THE ENTRY PROCEDURE

Parents, grandparents, guardians and/or carers usually make an appointment to tour the School.

If they wish their child(ren) to attend the School they may register their child(ren) at any stage in advance of the date of entry, although early registration is advisable in order to be certain of a place. A **non-refundable registration fee** is charged, details of which can be found on our website. Where an offer of a place is made, this is conditional on payment of an Acceptance Deposit in full, signature by all holders of parental responsibility of the current terms and conditions and the satisfaction of any particular conditions or entry requirements. The deposit will be refunded if entry requirements are not met, otherwise it will be retained by the School and repaid, after outstanding charges have been deducted, on completion of the child's schooling at King's as per our Terms and Conditions

The entry requirements are different for different age groups. The older the child, the more academically selective the procedure. Where assessment is required, the aim of the process is to identify potential. We are looking for well-rounded pupils with a genuine interest in education in the broadest sense of the word, with interests that stretch beyond the confines of the academic curriculum. The Schools have a strong reputation for success in sport, music, drama, art, outdoor pursuits and community activities. There is a rich programme of co-curricular activities, which is important in developing a well-balanced, confident individual.

More detail on particular entry requirements is set out below, but the general criteria that apply to all applications for admission to the Schools are:

- success in any relevant entrance assessments
- satisfactory interview (if applicable)
- positive confidential reference from the applicant's present school (if applicable)
- commitment to the School's ethos, values, policies and rules from applicant and parent(s)
- ability and willingness to benefit from the School's broad and varied curriculum and to make a positive contribution to the School community
- legal right to live and study in the UK.

Parents will enter into a contract with the School on acceptance of a place and our assessment of likely levels of compliance with its terms forms part of our overall assessment.

It is further assumed that pupils will automatically progress through the Schools, subject to meeting the required standards of behaviour and progress and the Schools continuing to be able to meet their needs.

KING'S COLLEGE PREP SCHOOL

Once a child is registered for the School an appointment is made for the child to spend some time here before they start, and undergo assessments where required as follows:

Children joining between ages 2 to 8 (Nursery to Year 3) have no formal assessment although their class teacher will observe them carefully during their day here.

Children joining between ages 8 to 13 (Year 4 to Year 8) are assessed in English/Literacy, Mathematics/Numeracy and verbal reasoning. The child and parent/s will be met by the Deputy Head (Academic) and/or tutor and/or the Admissions team. Often the child spends time in the School, either on the same day or a separate occasion, as well as being assessed and a boy or girl in their class will be assigned to help look after the new entrant and show them around the School.

The Headmaster/Deputy Head (Academic) and/or the Admissions team will aim to have a brief meeting with the class teacher prior to meeting the parents at the end of the day, so as to be able to inform parents as to how the day has gone. When assessments have been marked, if a child is very far behind in any of the core subjects the parents may be sent details of a programme of work to be undertaken before the child starts.

The school reserves the right not to offer a place to a child whose entry, in the view of the Headmaster, would either not be in the best interests of the child or would not be in the best interests of the school. A transfer report from the pupil's current school will be requested in the term prior to arrival and will be considered when deciding whether to offer a place.

11+

Entry at 11+ (into year 7) is by completion of our scholarship assessments at King's College Prep. These are awarded for excellence in Academic subjects, Music, Performing Arts and Sport. Further information can be obtained from the Admissions Department.

KING'S COLLEGE

King's College is an academically selective school. Selection is based on academic merit, which is assessed through references and data from the candidate's current school, and an interview.

Candidates are also required to take the School's own entry assessments. Our selection process is designed to identify pupils who have the potential to benefit from our balanced and well-rounded education and who will make a positive contribution towards the life of the School.

The usual points of entry are at 13+ into Year 9 and 16+ into Year 12/Sixth Form. We admit approximately 90 pupils a year into Year 9 and 25 pupils into Year 12/Sixth Form. We may also occasionally have places available into other years. Please contact the Admissions department for details.

13+

Entry at 13+ (into year 9) is by completion of our Headmaster's Assessment Day and your child's current school will be contacted to request a reference and school report. The assessment day is a mix of academic tests, an interview and fun activities.

Setting in the Third Form is based on the entrance assessments and/or Common Entrance should your child's current school sit these exams. It is not a requirement of the school for a potential pupil to sit Common Entrance.

For the 13+ Academic Scholarship exams the school uses the ISEB CASE papers, which are based on the Common Entrance syllabus. Exams are taken at King's College in February. Candidates are also interviewed. Papers are marked and results sent to candidates' parents and schools. Sports Scholarships are also offered, the first round for this process begins each year in November. On the strength of these results, reports from the candidates' schools and the interviews, successful pupils are offered scholarships or exhibitions (collectively referred to in this document as "Scholarships"). More details on the range of scholarships offered and the benefits these encompass are available on request from the Admissions Department.

Where a candidate wishes to enter years 10 or 11, assessment is by interview with the Headmaster, the School's own mathematics and English tests, a verbal reasoning test, a reference from the candidate's school and copies of school reports. The School will usually offer a place if there is space available and it is satisfied that the candidate will succeed academically.

The School has developed a programme for pupils, usually from overseas, joining at Year 11, who either intend to stay for one year or continue into the Sixth Form. A small number of places are available each year for this programme, and preference will be given to those who intend to continue into the Sixth Form. Details can be obtained from the Admissions Department.

Equivalent grades and satisfactory references are required for overseas pupils. The School will require non-native speakers to take our maths and verbal reasoning (VR) assessments, as well as the online Password English test. The English tests will determine whether, and at what level, the school can support the language needs of the candidate.

The School may choose not to offer a place to a candidate whose level of English is deemed to be too low.

16+

Entry to King's at 16+ for candidates who complete subject papers, verbal reasoning and general paper, as well as a Headmaster or panel interview. To embark on A-levels or a BTEC, pupils should have five grades 6 (or B) in GCSE/iGCSE and at least grades 4 (or C) in mathematics and English. We strongly recommend pupils start A-levels having achieved a grade 7 (or A) GCSE/iGCSE in each of the subjects they have chosen, or in subjects similar to those they have chosen. In addition, pupils should not start mathematics or a science A-level without having achieved a grade 7 (or A) in mathematics.

Equivalent grades and satisfactory references are required for overseas pupils. The School will require non-native speakers to take our maths and verbal reasoning (VR) assessments, as well as the online Password English test, for which their results should be at an appropriate level for the proposed course of study.

The School may choose not to offer a place to candidate whose level of English is deemed to be too low.

Choice of Academic Subjects

The School may insist, as a condition of entry, that certain subjects are or are not taken by a child joining the School for reasons of the child's academic or linguistic ability. This could be based on testing and other information before or after the child joins.

Misleading Information

If it becomes known that information concerning the academic or linguistic ability of a candidate supplied to the School prior to entry was incorrect or misleading, the School reserves the right either to insist on a change of subjects or to require the pupil to leave the School.

SCHOLARSHIPS, BURSARIES and HEADMASTER'S AWARDS

13+ and 16+ Scholarships

King's College offers the following scholarships at 13+ and at 16+

- Academic
- Music (including Organ and Choral)
- Sport
- Drama
- Performing Arts
- Art
- Design Technology

All-rounder scholarships may be awarded to candidates who perform well in the testing procedures for more than one of the above scholarships. There is no separate testing process for all-rounder scholarships.

Arrangements

Parents are asked to indicate on the registration form whether they wish to apply for a scholarship. Details of the arrangements will be sent to all who express an interest.

We encourage parents of candidates for scholarships who anticipate that they will experience difficulty in meeting the cost of the tuition fees to apply at the same time for means-tested bursarial assistance (as described below), when they register their child.

Academic Scholarships

Candidates, both at 13+ and 16+, who apply for academic scholarships sit scholarship exams at the School. A pupil who has not succeeded in obtaining an academic scholarship may be exempted from taking other entrance assessments, providing that they have performed sufficiently well.

All 13+ candidates will be interviewed by the Headmaster and other senior members of staff and will be required to take a verbal reasoning test and a general paper in addition to sitting CASE papers in Mathematics, English, Science, History, a Modern Foreign Language, Geography, Religious Studies and Latin. In the case where a pupil has not studied a particular subject the requirement to sit that paper may be waived.

At 16+, candidates will be interviewed and required to take papers, set by the school, in two subjects which they intend to study at A level, as well as a verbal reasoning test.

Music Scholarships

Music scholarships are awarded to outstanding musicians who play any instrument, or sing, with exceptional ability. Candidates must obtain a specialist reference from their current Head of Music in addition to a reference from their Head. They will be required to perform two short pieces each on up to two instruments (one of which may be the voice) and to complete aural and practical tests. There will be interviews with the Director of Music.

Candidates will be expected to demonstrate enthusiasm for and commitment to music, and, if successful, will be expected to make a major contribution to the musical life of the School throughout their time at the School.

Sports Scholarships

Sports scholarships are awarded to outstanding sportsmen/women who have achieved a high level of competence and who show exceptional potential in sport. Candidates will be assessed and interviewed by members of the sports department and will be expected to demonstrate qualities of leadership and teamwork of a very high order. Candidates will be required to provide a specialist reference from their current school and other evidence of involvement and success in sport. Award holders will be expected to make a major contribution to the sporting life of the School throughout their time at the School.

Art Scholarships

Pupils applying for an Art scholarship will be invited to bring a portfolio of work to the School. They will also be asked to complete a practical exercise on the day and will be interviewed by the Head of Art.

Holders of Art Scholarships will be expected to play an active role in the artistic life of the School, to maintain high standards in their own work and to take the subject to GCSE level at least. Successful 16+ candidates will be expected to take A level Art.

Design Technology Scholarships

Pupils applying for a Design Technology scholarship will be asked to complete a project set by the Head of DT prior to the assessments. They should bring this with them to be assessed by the Head of Design Technology. They will also be interviewed by the Head of DT.

Holders of the award will be expected to take the subject up to GCSE level at least. Successful 16+ candidates will be expected to take A level Design Technology.

Drama Scholarships

Pupils applying for a Drama scholarship will be asked to prepare a two-minute classical monologue of their own choosing. They will present their own personal interpretation of the piece and will then be asked to adjust their performance to show the range of their dramatic abilities.

All candidates will also take part in various structured drama activities, which will include an element of improvisation. They will be interviewed by the Head of Drama.

Holders of the award will be expected to contribute fully to co-curricular drama and to take drama as a subject to GCSE level at least. Successful 16+ candidates will be expected to take A level Drama.

Performing Arts Scholarships

Pupils applying for a Performing Arts Scholarship, will be required to provide a record of their achievements at a high level and also a reference from their current dance/drama/music teacher supporting their application. Candidates will take part in various structured activities, including a two-minute contemporary monologue and an *a cappella* song.

All candidates will also take part in various structured drama activities, which will include an element of improvisation. They will be interviewed by the Head of Drama.

Holders of the award will be expected to contribute fully to co-curricular performing arts and to take drama as a subject to GCSE level at least. Successful 16+ candidates will be expected to take A level Drama.

Music, Sports, Arts, Design Technology, Drama and Performing Arts scholarships will only be awarded to pupils who have satisfied the School's usual academic entrance requirements.

Review of Scholarships

All scholarships are held for the duration of the pupil's career at the School, subject to an annual review of performance and involvement. If, in the School's sole judgment, a scholar is not fulfilling expectations, a warning will be issued to the parents. If, after a reasonable period, the situation has not improved the scholarship may be withdrawn.

If the holder of a 13+ Music, Drama, Performing Arts, DT or Art scholarship does not take the relevant subject at A level, they will be expected to continue to contribute appropriately, failing which the scholarship will be withdrawn.

Headmaster's Awards

In addition to scholarship awards at 13+ and 16+, there are a limited number of Headmaster's Awards offered at the sole discretion of the Headmaster usually in acknowledgement of academic, co-curricular or personal accomplishment or to support further a means-tested bursary. As with all financial arrangements and support, a Headmaster's Award is offered in strictest confidence.

Bursaries

A limited number of bursaries are available each year. Awards are means-tested and are capped at a maximum of 50% of day fees - see the King's College Bursary Policy for further information.

SIBLING POLICY

Most siblings join us at King's College and King's College Prep. However, admission is not automatic, and there may be occasions where we judge that a sibling is likely to be better served by a different school. Reductions for brothers and sisters are decided by the Awards Committee of the School Council. For any period during which brothers and sisters are boarders at the same time in King's College and King's College Prep, all except the eldest in each such family are entitled to the following reduction in fees:

- First sibling 5%
- Second sibling 10%
- Third sibling 15%

CEA

We have extensive experience supporting the families of those serving in the British Armed Forces who are seeking boarding places for their children and who are in receipt of Continuity of Education Allowance (CEA).

If you claim Continuity of Education Allowance (CEA) for your child to take a full boarding place at the College or Prep School, the amount that you will personally pay from **1 September 2024** will be fixed at a flat rate per term. The College will provide a Forces Boarding Award against the termly fee that will leave the balance payable after CEA. Details of the current fees can be found on our website.

OVERSEAS APPLICANTS

We welcome overseas pupils, who can study as boarders provided that they have the legal right to enter and study in the UK and they have a relative or legal guardian living in the UK with whom they can stay at various times as necessary. All non-UK passport holders are required to have a visa to study in the UK. Those who require visas are issued with a Confirmation of Acceptance of Studies (CAS) in the term preceding admission.

GUARDIANS

All pupils who reside outside of the UK should have an appointed UK guardian to act with full parental authority in case of emergency. Guardians should be appointed by the pupil's own family. They can belong to an employed professional guardianship organization, or they can be a nominated friend or relative of the family. Guardians have to meet the school's requirements as outlined in the Child Student Visa Policy.

EQUAL TREATMENT

Our aim is to encourage applications from candidates with as diverse a range of backgrounds as possible. We believe that every person has the same rights and is entitled to the same opportunities, regardless of race, religion or belief, sex, sexual orientation, or disability. When assessing candidates for admissions, we do not discriminate on any of these grounds for the pupil (or their parents), or on any other relevant protected characteristics. Please see our Equal Opportunities Policy for further details.

SPECIAL NEEDS AND DISABILITIES

We welcome pupils with special educational needs, providing that our Learning Support Strategy can offer them the support that they require. We welcome applications from pupils with disabilities, provided that our site is suitable for their particular needs. We require parents of children with special educational needs or disabilities to discuss their children's requirements with us before they embark on any entry procedures.

The School will accommodate the needs of candidates who have disabilities for which, with reasonable adjustments, it can cater, assuming that they meet the selection criteria outlined above. The School will take such steps as are reasonable to avoid substantial disadvantage to a disabled candidate in the admissions process.

Where a prospective pupil is disabled, the School will discuss with parents (and their child's medical advisers, if appropriate) the adjustments that can reasonably be made for the child if they become a

pupil at the School, to ensure that the prospective pupil is not put at a substantial disadvantage compared to a pupil who is not disabled.

There may be circumstances in which we are not able to offer a place for reasons relating to a child's disability. For example, if, despite reasonable adjustments, we feel that a prospective pupil is not going to be able to access the education offered, or that their health and safety or those of other pupils or staff may be put at risk, we may not be able to offer a place at the School.

FLUENCY IN ENGLISH

In order to cope with the academic demands of the School, pupils must be competent English speakers. Normally, pupils should have been educated in the English medium before coming to the School. For those not fluent in English, the offer of a place to a pupil will be strictly on condition that they participate in an EAL programme, for which an extra fee is charged. All candidates for whom English is not a home language will be tested for fluency before entry, as outlined above.

RELIGIOUS BELIEFS

Although King's College and King's College Prep are a Christian foundation, we do not select for entry on the basis of religious belief, and we offer the opportunity for pupils to practise their own faiths. However, parents should be aware that there are weekly and other Chapel services which all pupils are expected to attend. The Schools are sensitive to the needs of different cultures, races and religions and will act reasonably in accommodating these needs, without compromising important school policies (such as school safety or discipline) or the promotion of cohesion and good order.

BOARDING HOUSE ALLOCATION

The School will allocate pupils to houses before entry, taking into account friendships and the need to maintain appropriate balances across the houses. Where possible and considered appropriate, the School will try to assign pupils to the same house as their elder siblings, if the latter are of the same sex and are current pupils at the School.

INDUCTION PROCEDURES

Prior to a child's attendance at the Schools the parents must complete and sign such forms as Medical and 'Starting School' Information forms. These provide the School with vital information such as, but not limited to, the following:

- Name, home address and date of birth of each child
- Starting date and number of sessions required, where necessary
- Arrangements for payment of fees
- Name, address and telephone numbers of parents or carers
- Emergency telephone numbers
- Special diets
- Arrangements for collection, where necessary
- Name, address and telephone number of the child's doctor
- Illness and inoculation details
- Details of any allergies
- Details of educational psychologist reports and known learning support needs
- Parental consents on emergency procedures

The Schools have comprehensive and well-rehearsed procedures for ensuring children feel prepared beforehand and welcome in the early stages of their time at the Schools. These procedures

consider the differing requirements due to age, day or boarding places and whether the child is based in the UK or overseas.

We aim to make the children's arrival at their new school as trouble free as possible, setting the tone for a happy, hardworking and fulfilling career through the School.

SCHOOLS' CONTRACTUAL TERMS & CONDITIONS

Copies are on the Schools' websites and will be made available to parents as part of the admissions process.

COMPLAINTS

Please do not hesitate to raise any concerns with this policy or the Schools admissions procedures.