



# Brentwood School

## WHOLE SCHOOL ADMISSIONS POLICY

Brentwood School is academically selective. We provide for the needs of the academically most able while, at the same time, recognising that one of our greatest strengths is the value we add to all pupils. Our focus is on the individual pupil, to enable each, whether of average or strong ability, to achieve their potential.

We have a longstanding tradition of nurturing talent and identifying those with the potential to be academic high achievers. Brentwood is a school where pupils flourish and apply themselves with confidence to develop their full potential during their formative years in education.

To enhance the academic, intellectual and cultural standards of the School community we provide a generous range of scholarships and bursaries in the Senior School and Sixth Form. These support pupils who would benefit from the first class education and learning opportunities we provide. Our scholarships recognise academic potential as well as specialist talents in the areas of Sport, Music, Choral, Drama and Art. Our bursaries are means tested and offered to those pupils who would benefit from a Brentwood education but whose parents or guardians cannot afford the full fees. All pupils receiving a scholarship or a bursary must continue to meet the required academic and behaviour standards for the School whilst they are in receipt of an award. On average, about one fifth of our pupils receive such assistance.

Details of the arrangements for admission to the Preparatory, Senior School or Sixth Form, and the Scholarships and Bursaries Booklet can be found on the School's website, [www.brentwoodschool.co.uk/admissions](http://www.brentwoodschool.co.uk/admissions), where parents can register their child's details on-line. Alternatively, or for further information, parents can contact the following:

Senior School: Mrs Hilton, The Admissions Manager

[admissions@brentwood.essex.sch.uk](mailto:admissions@brentwood.essex.sch.uk)

Preparatory School: Mrs Williams, The Preparatory School Administrator,

[prep admissions@brentwood.essex.sch.uk](mailto:prep admissions@brentwood.essex.sch.uk)

The School's admissions literature, policy, examinations and procedures (including access to scholarships and bursaries) are reviewed on an annual basis.

Accessibility to the School is explained in more detail in the School's Equal Opportunities Policy, Special Educational Needs Policies and Accessibility Plan. Copies are made available on the School website or on application to the School office. In summary, we make special provision for candidates with special

educational needs or disabilities, making reasonable adjustment to ensure that no child is at a disadvantage in comparison with those without disabilities.

The School is committed to equal opportunity for all its pupils, regardless of an individual's race, ethnicity, sex, disability, religion or belief, cultural or linguistic<sup>1</sup> background, sexual orientation, gender reassignment, pregnancy or maternity.

## **Senior School**

We have an Entrance Examination and only accept pupils who have the potential to cope with the demands of GCSE, IGCSE, IB, AS and A2 courses. Provided they demonstrate this potential, our Admissions Policy aims at providing an education for a broad range of pupils without compromising the academic achievement of the School as a whole.

Entry to Brentwood School is normally at 11 and 16 although a small number of pupils join in other years. The Entrance Examination for age 11 is held towards the end of January in the year of entry and this supports applications for entry. Papers are set in Mathematics and English and there is a Verbal Reasoning Quotient test. The reports from the candidates' schools are read carefully and taken into account. Scholarship interviews are offered to candidates who perform exceptionally well in the Entrance Examination.

Entry into the Sixth Form is by academic report and GCSE/IGCSE performance for our existing pupils. Those applying from outside are also invited to interview. A scholarship examination, held in December, is available to any candidate.

Pupils applying to join the School at other stages are required to sit an examination (on the same day as the Entrance Examination except in the case of families relocating from outside the local area for whom special arrangements can be made).

## **Preparatory School**

### **Early Years and KS1**

Admissions are normally into the Nursery in the September following a child's third birthday by 31st August the same year. From September 2015, children will be admitted either to a morning or afternoon placement.

A meeting for new entrant parents is held in the Michaelmas Term prior to entry following an invitation to the School Open Day in June. Parents are interviewed with their children by the Head of Early Years and KS1 or the EYFS Phase on an individual basis. Children and parents are invited for a Nursery visit in the Trinity Term following a place offer.

Places will be offered early in the Lent term for the following September.

Children aged three by the 31<sup>st</sup> August are eligible for admission in September. The academic year is from the 1st September to the 31st August. Vacancies (as they arise) for other years of entry are as follows:-

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<sup>1</sup> In order to cope with the academic and social demands of the School, pupils must be able to speak fluent English (age appropriate). The School assesses competency in English Language, both as part of its Entrance Examinations and, for students from overseas, as required by the UK Border Agency.

- Early Years: Reception** - Children who are four years old by the 31st August.
- Key Stage One: Year One** - Children who are five years old by the 31st August.
- Key Stage One: Year Two** - Children who are six years old by the 31st August.

Entry into School is in the September unless a vacancy occurs at another time in the academic year.

All children on the list for entry will be asked to visit the School with their parents for interview. Places will be offered on the basis of observation and general assessment of school readiness during these visits. Entry is by selection, ensuring that parental expectations match closely with the aims and philosophy of the School.

### **Entry into Key Stage Two: Year 3 (7+).**

Entrance Examinations for external entry into KS2 (Year 3) are held in the preceding February; these take the form of tests in English, Mathematics and Non-Verbal Reasoning.

Approximately 40 of the available places will normally be taken by internal candidates, subject to the Head of the Preparatory School's assessment that the pupil has made satisfactory progress. The remaining 20-25 places are allocated to pupils from other schools, subject to their performance in the Entrance Examination and satisfactory references from their current school.

When selecting pupils for entry, the school recognises that a balanced proportion of boys and girls in a year group is important for a successful co-educational environment. This proportion will vary from year to year, but will be as close as possible to 50:50, given the abilities of the boys and girls sitting the entrance tests.

### **Entry into Key Stage Two: Years 4, 5 and 6 (8+, 9+ and 10+)**

The number of places for entry to Year 3 is currently in the region of 60 which enables the school to accept a few more children into Years 4, 5 and 6; the number of pupils in each year group is usually 64 (three forms of around 21).

When places are available, all parents who have registered their children for entrance to the school are contacted and invited to enter their children for the entrance examinations. These examinations are held in January, usually on the day before the 7+ examinations and comprise papers in English and Mathematics.

To gain entry, a child must perform well in these tests, showing the potential to be able to cope with the Preparatory School's academic curriculum and meet the entrance requirements for the Senior School in the future. In addition to reaching the required standard in these tests a child must receive a satisfactory reference from their current school.

### **Concerns or Complaints**

If prospective parents have any concerns, complaints or queries about the admissions process, they should address these concerns in writing to the Headmaster of the Senior School or Headmaster of the Preparatory School as appropriate.