



IBSTOCK PLACE SCHOOL

ADMISSIONS GUIDE

Applications for Entry in
September 2018



OPEN MORNINGS AND EVENINGS 2017-2018

Each academic year Ibstock Place School offers a number of Open Mornings for prospective parents to visit the Prep School, along with Open Mornings and Evenings to visit the Senior School. At these events parents are able to meet Mrs Sylvester-Johnson, the Headmistress, and members of the Teaching Staff and speak to pupils. All Open Mornings and Evenings commence with an introductory meeting and include the opportunity to tour the School buildings and grounds.

THE PREP SCHOOL

Pre-Prep and Prep (Kindergarten to Prep 6)

9.30am Wednesday 27 September 2017

9.30am Wednesday 15 November 2017

9.30am Wednesday 31 January 2018

9.30am Wednesday 2 May 2018

9.30am Wednesday 20 June 2018

SENIOR SCHOOL

(Senior 7 to Sixth Form)

5.00-7.00pm Wednesday 20 September 2017

9.00am-12.00pm Saturday 23 September 2017

5.00-7.00pm Wednesday 9 May 2018 *(for prospective Entry in 2019)*

SIXTH FORM

(A Level and Pre-U Subjects)

5.00-8.00pm Tuesday 26 September 2017

Further notes

On **Wednesday 20 September 2017** and **Wednesday 9 May 2018** there will be two introductory meetings, the first commences at **5.15pm** and the second at **6.00pm**.

On **Saturday 23 September 2017** there will be two introductory meetings, the first commences at **9.30am** and the second at **10.30am**.

If you wish to attend an Open Morning or Evening, please register online through the 'Request to attend an Open Day' page of the School website (access via the 'Prospective Parents' menu).

The Registrar, Miss Catherine Voysey, may be contacted by email, registrar@ibstockplaceschool.co.uk, or by telephone, on 020 8392 5803, for further information.

While this booklet contains what we hope is a helpful summary of the process of admission, prospective parents and pupils are also encouraged to peruse the Ibstock Place School website, which is to be found at: www.ibstockplaceschool.co.uk. This holds a wealth of information, including the latest Inspection Report, and has been designed to provide a flavour of both the Prep School and the Senior School's many distinctive features.

ADMISSIONS

There is a Registration fee of £125. A formal offer of a place will be made if a child is successful at assessment. The offer of a place will be deemed to have lapsed if it is not formally accepted within two weeks of the offer being made. The completed Acceptance Form must be submitted together with an Acceptance Deposit. This will be retained in the general funds of the School until the pupil leaves and will be repaid into the parents' account after the pupil has left and only after all sums due to the School have been settled. The deposit is not refundable should the place not be taken up, if more than 14 days has elapsed after the date of acceptance.

Under the Standard Terms and Conditions, School fees are due on or before the first day of term. Interest at 1.5% per month will be added to all outstanding accounts after the start of term. Payment of fees can be made by cheque or BACS. A termly direct debit scheme is available by arrangement with the Bursary.

A full term's notice of the intention to withdraw a pupil from School must be given in writing to the Headmistress. In the absence of such notice, a full term's fees will be charged. The Governors reserve the right to raise the fees during the course of the year; normally at least one term's notice is given of an increase in School fees.

Admission to the Prep School

There is no assessment for entry to Kindergarten (Reception); places are offered according to date of registration and gender, with priority given to siblings. For occasional places in Prep 1 (Year 1), children are invited for individual assessment with the Head of the Prep School.

For admission to Prep 2 - Prep 5, the closing date for receipt of Registration and Assessment Entry forms is **Friday 17 November 2017**. Formal assessments take place on **Saturday 20 January 2018** for any vacancies that may arise for the next academic year. Candidates for possible entry into Prep 2 (6+) will have an individual assessment lasting about 30 minutes. Candidates for Prep 3 and Prep 4 (7+ and 8+) complete papers in English and Mathematics, with entrants for Prep 5 (9+) also taking Reasoning papers. A confidential reference is requested from the pupil's current Head Teacher. All pupils in the Prep School sit competitive Entrance Examinations for the Senior School. There is no 'safe passage' to the Senior School.

Admission to the Senior School

The closing date for receipt of Registration and Examination Entry Forms is **Friday 17 November 2017**. All external candidates for entry to the Senior School are invited for interview and a computer-based test *either* on **Tuesday 2 January or Wednesday 3 January 2018**. All external candidates also then sit an Entrance Examination which takes place between 8.00am and 1.30pm on **Saturday 20 January 2018**. School sets its own papers on this day. *Please note that past papers are not published.* A confidential reference is requested from the pupil's current Head Teacher.

Internal candidates (Prep 6) sit the Entrance Examination at the same time as external candidates, after having sat a computer-based test and been interviewed; there is no automatic right of entry to the Senior School. For those Prep School pupils who may not thrive in the Senior School, consultations will take place during the Summer Term of Prep 5. The School is aware that some pupils will be sitting entrance examinations for other schools and advice is available from the Head of the Prep School.

Applicants for occasional places at 12+, 13+ and 14+ will also be invited for interview in early January and sit the relevant entrance examination on **20 January 2018**.

Results for 12+, 13+ and 14+ are posted on **Friday 9 February 2018**. Results for 11+ external candidate applications are posted on **Friday 16 February 2018**. *Please note that the School is unable to provide individual feedback on a candidate's performance.* **The deadline for return of Acceptance Forms is Monday 5 March 2018 at 12noon.** Candidates selected for entry to Senior 7 for the Autumn Term 2018 are invited to an Induction Afternoon in June. This provides pupils with an opportunity to meet each other, their Housemaster, and familiarise themselves with the Senior School. Two days prior to the start of the Autumn Term in September, a Team-building Day is organised by the Senior Tutor and his House Staff.

Admission to the Sixth Form (Lower Sixth Form, LVI)

Pupils wishing to enter the Sixth Form must meet an academic criterion based on (I)GCSE grades. This requires that entrants achieve a minimum of 59 points from their best nine (I)GCSE subjects, based on the following tariff for letter/number grades: A*/9 or 8 = 8; A/7 = 7; B/6 = 6; C/5 = 5; D/4 = 4. Where applicable, an A*/8 or A/7 grade must be achieved in the (I)GCSE subject a pupil intends to take at Advanced Level or Pre-U. *Please see the Sixth Form Prospectus for further details about subject specific requirements.* **The closing date for Sixth Form applications is Friday 3 November 2017** and Sixth Form Entrance and Scholarship Examinations take place on **Saturday 18 November 2017**.

AWARDS, SCHOLARSHIPS, EXHIBITIONS AND BURSARIES

The **Richard Hastie-Smith Music Awards** are open to candidates applying for **Senior 7** entry who are able to demonstrate outstanding musical potential. The award, which runs for two years subject to satisfactory performance, entitles the recipient to receive paid individual tuition at School on a nominated instrument and significant support from the School of Music. Music Award holders are encouraged to apply for a Music Scholarship at 13+ (*although School is not able to guarantee that a scholarship will be granted*). Music Award assessments will be held on the afternoons of **Wednesday 10 and Thursday 11 January 2018**.

Scholarships are available in Drama, Music and Sport at 13+ for internal candidates who will be in their Senior 8 year in 2017-2018, along with any external candidate who has accepted the offer of a place for Senior 9 entry in 2018, following a successful admissions application. Candidates must be able to demonstrate outstanding ability in one of the scholarship fields. The Scholarships, which run for three years, subject to satisfactory performance, range in value and, in the case of a Music Scholarship, also entitles the recipient to receive paid individual tuition at School on a nominated instrument. Scholarship auditions and assessments take place in the Spring Term. Applicants may apply for more than one Scholarship. *Please note that there are no Scholarships available at 11+*. Prospective scholarship applicants may contact the Registrar for further information.

Sixth Form Scholarships and Exhibitions reward ability, application and ambition. Scholarships are awarded for academic excellence, exceptional ability in the Creative Arts, or for outstanding talent in Sport. The Scholarships, which run for two years, subject to satisfactory performance, range in value and, in the case of a Music Scholarship, entitles the recipient to receive paid individual tuition at School on a nominated instrument. Applicants may apply for more than one Scholarship. In addition to Scholarships, the Headmistress may, at her discretion, award a number of Exhibitions to promising candidates. The parents of prospective pupils who are interested in the Sixth Form Scholarships should apply to the Registrar for further information.

A limited number of means-tested **Bursaries** are available on entry to the Senior School at the age of 11 and 16.

SCHOOL FEES *(as of September 2017 per term)*

Kindergarten / Prep 1 (ages 4-5)	£5,220
Prep 2 – Prep 6 (Ages 6-11)	£5,415
Senior School	£6,690

The School fees include lunch and Pupil's Personal Accident Insurance. Peripatetic Music, Dance, LAMDA and Learning Support Staff are paid on a fee-for-service basis. Should a pupil wish to discontinue these, a notice period of half a term obtains. Notice must be given in writing to the teacher. Fees in lieu of notice are payable.

SCHOOL CALENDAR 2018-2019

Autumn Term	Tuesday 4 September – Wednesday 12 December
<i>Half Term</i>	<i>Friday 12 October - Monday 22 October inclusive</i>
Spring Term	Monday 7 January – Thursday 28 March
<i>Half Term</i>	<i>Monday 18 February - Friday 22 February inclusive</i>
Summer Term	Tuesday 23 April – Wednesday 10 July
<i>Half Term</i>	<i>Monday 27 May - Friday 31 May inclusive</i>

Times of the School Day

Kindergarten - Prep 2	8.20 am - 3.30 pm
Prep 3 - Prep 6	8.20 am - 3.45 pm
Senior School	8.15 am - 3.50 pm (Tuesday and Thursday, 3.55pm)

**IBSTOCK PLACE SCHOOL
CLARENCE LANE
LONDON SW15 5PY**

**Registrar - Miss Catherine Voysey
Tutor for Admissions - Mr Chris Banfield**

**Tel. 020 8876 9991
www.ibstockplaceschool.co.uk**

This Information Booklet does not form part of any agreement between parents and Ibstock Place School. Although believed correct at the time of printing, certain statements may become out of date; parents wishing to place specific reliance on a statement in this booklet should seek written confirmation.