



# Admissions Policy

At

# Bedstone College

<b>Author</b>	DG
<b>Date</b>	1 <sup>st</sup> September 2012/reviewed June 2013/reviewed August 2014/September 2015/September 2016/August 2017/September 2018
<b>Review Frequency</b>	1 Yr
<b>Review Date</b>	September 2019
<b>Staff</b>	HM/DOAME
<b>Gov</b>	Chair (JPSF)

## ADMISSIONS POLICY

### General

Bedstone College is a co-educational independent boarding and day school for students from ages 4 to 18. The school currently has approximately 200 students with about 80 being full time or short term boarders. We prepare the students for GCSE (& iGCSE) examinations in the first instance and, subject to the criteria for entry to the Sixth Form being met, for AS levels, A Levels.

The aim of the admissions process is to identify potential. We are looking for well-rounded students 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 school has strong traditions in music, drama, art, and sport. There are many extra-curricular activities, all of which are important in developing a well-balanced, confident individual.

Students will enter a teaching year group appropriate to their age but consideration will be given to overseas applicants who may be 'old' for a particular year group for reasons of competence in English.

Bedstone holds a number of Open Days throughout the year which offers the ideal occasion for prospective families to view the school and talk to the students and academic staff. Where possible, students are encouraged to spend a "taster day" at the school to experience for themselves the atmosphere of the school so that the entire family can be confident in their choice of school. Details of Open Days are published on our web site. We are also delighted to welcome prospective parents and their children at any other times for a tour by arrangement Director of Admissions, Mrs Sophie Corness on 01547 530961 or email on [admissions@bedstone.org](mailto:admissions@bedstone.org) .

### The Entry Points

Bedstone College is a non-selective school and accepts students at various entry points, with the principal points of entry being; 4 years of age/Reception, at 7 years of age /Year 3, 11+/Year 7, 13+/Year 9 and 16+/Year 12. Our entry procedure is designed to identify students who are able to benefit from our balanced and well-rounded education and to make a positive contribution towards the life of the College.

The College takes the applicants age on 1<sup>st</sup> September to determine the entry point into the school. However, in line with the College's ethos of focusing on individual talents and abilities students may be offered a place into a year other than that suggested by their birth date at the Headmaster's discretion, should he feel such an offer would be in the best interests of the student and the College.

(To comply with KCSIE (September 2016/2018) there are additional requirements imposed upon the College when accepting children at ages which are not the usual 'transition' points. These are outlined in the separate Attendance Policy).

Applicants are advised to register by May of the year preceding the September of the desired year of admission although later applications will be considered if places are available. (The registration form is at the end of this document).

### Sixth Form

Entry to the Sixth Form for UK students is determined by candidates obtaining 5 GCSE grades at C grade or better and **at least a B grade in the subjects they wish to study at AS level (where appropriate)**. Under the new grading system (2017), we accept a level 4 as a 'pass' grade. At least a level 6 is required for the subjects that are to be studied at A level. In addition, a school report is required and candidates may expect an interview with the Headmaster or Director of Studies.

Candidates who do not meet this threshold may, under certain circumstances, be accepted onto a bespoke learning programme.

The wide range of international qualifications available world-wide means that it is not possible to specify a country-by-country standard entry to the Sixth Form for international students. For students whose first language is not English a College-specified English test will be required in addition to other appropriate evidence of academic ability.

Places into other Years of the school other than those specified are offered on a case-by-case basis.

### Equal Opportunities

Bedstone College is committed to equal opportunities and so follows the guidance of the Equality Act 2010. More information can be found in the College Equality and Diversity policy.

Boys and girls of all nationalities will be considered on an equal basis and admitted to the school regardless of their race, ethnicity or racial origin, religion or belief, sexual orientation, disability or social background, whose personal qualities suggest they have the potential to contribute sufficiently to the school community and benefit from the many opportunities that are offered at the College subject to space being available.

Our aim is to encourage applications from candidates with as diverse a range of backgrounds as possible. This enriches our community and is vital in preparing our students for today's world. Means tested bursaries are available in order to make it possible for as many as possible who meet the school's admission criteria to attend the school.

Bedstone College is committed to equal treatment for all. Our provision for bursaries is described below.

### Additional Needs

We do not discriminate in any way regarding entry. Applications from students with specific learning difficulties (specifically dyslexia, dyspraxia and dyscalculia) are welcomed providing that our Learning Support Department can offer them the support that they require.

We welcome students with physical disabilities provided that our site is able to cope with their needs and is accessible to allow them to take advantage of every opportunity on offer to our students. However, we do advise parents of children with special educational needs or physical disabilities to discuss their child's requirements with Bedstone College and Parents are requested to provide a copy of an up to date Educational Psychologist's report or a medical report.

We will discuss thoroughly with parents and their medical advisers the adjustments that can reasonably be made for the child if he/she becomes a student at the school.

### [Sibling Policy](#)

Most siblings join us at Bedstone College because of the strong family ethos that we have. When two members of a family attend at the same time, each receives a 10% discount. When three attend at the same time, the third will receive a discount of 50%. Fourth and subsequent children attending at the same time, will be admitted free of charge. As children leave the College adjustments are made to comply with the criteria.

### [Scholarships](#)

Bedstone College offers scholarships for excellence in:

Academic study

Music

Sport

Art

DT

All-Rounder (which combines academic study with one other)

### [Purpose of Scholarships](#)

Scholarships are designed to reward excellence and to celebrate exceptional talent. In recognition of this achievement, the scholar is offered up to a 25% reduction in the fees throughout his/her time at Bedstone College. Scholarships are held in the spring term each year; with the possibility of a second session in the summer term depending on applications. The dates and application forms will be posted on the school web-site.

Scholarship awards are reviewed annually. Bedstone College reserves the right to reduce the award if a scholarship holder fails to meet the criteria upon which the award was originally made.

We encourage parents of students who anticipate that they will experience difficulty in meeting the balance of the tuition fees, to apply at the same time for one of the school's means tested bursaries described below, when they register their child.

To underline the College's commitment to offering an education to students from a rich variety of social backgrounds, we offer the 'Four Counties Scholarship'. This award applies to the individual scholarships outlined above but for those students who attend maintained schools and who live within one of the four counties of Shropshire, Herefordshire, Powys and Worcestershire the award can be up to a maximum of 50% of the published fees.

### **Scholarship Details:**

#### General Expectations:

All scholarships are reviewed annually in the spring term. All scholarship holders must meet the following expectations if they are to continue to receive the award.

- a) Their behaviour must be good and they must set a positive example to the rest of the College; in particular those younger than themselves.
- b) They must work hard on their academic courses and ensure that their level of effort is at least satisfactory in all subject areas (additional requirements are in place for academic scholarship holders).
- c) They must exhibit leadership qualities that are wholly positive and that will mark them out as possible College Prefects in the future.

#### Sports Scholarships (up to 25% of published fees):

- a) They must adhere to the general expectations above.
- b) They must show a high level of commitment and leadership in their chosen sport.
- c) They must represent the College team when selected and place the College team before any other commitments. (Exceptions will be made for commitments which involve selection for county, regional or national teams).

#### Academic Scholarships (up to 25% of published fees):

- a) They must adhere to the general expectations above.
- b) They must work hard on their academic courses and ensure that they achieve a level of attainment that places them in approximately the top 20% of their year group, as determined by the Director of Studies.
- c) They must ensure that their level of effort is at S+ in at least 50% of their subject areas.

#### Music Scholarships (up to 25% of published fees):

- a) They must adhere to the general expectations above.
- b) They must show a high level of commitment and leadership within the music department.
- c) They must progress their musical talent through the ABRSM, (or equivalent), grading system.

- d) They must take part in College Music events when requested and these must take precedence over any other commitments. (Exceptions will be made for musical commitments which involve playing in county, regional or national ensembles).
- e) They are required to take classes in GCSE/A Level music (if offered by the College)

Art/DT Scholarships (up to 25% of published fees):

- a) They must adhere to the general expectations above.
- b) They must show a high level of commitment, leadership and attainment within the relevant department.
- c) They are required to take classes in the relevant subject at GCSE/A Level (if offered by the College).

Selection Process:

Eligibility:

Scholarships are awarded at 11+ (for entry into year 7), 13+ (for entry into year 9) and at 16+ (for entry into the L6 Form).

All current Bedstone Scholars may apply for a scholarship at 11+, 13+ and 16+. If they are unsuccessful at one stage, they will not be excluded from applying again at a later stage.

All scholarships are available for candidates who wish to be either day students or boarders.

No candidate may apply for more than one scholarship at each age level. However, a candidate may apply for an 'All-Rounder' scholarship. This must be made clear at the application stage and should combine an academic scholarship plus one other. Candidates will be assessed in the same way as an individual scholarship candidate and so should be prepared to spend a greater time at the College on a scholarship day. The value of an 'All-Rounder' scholarship will be up to 25% of the published fees.

**A Scholarship day will take place once (or twice) in each academic year; usually in the spring term.**

Candidates need to have completed an application form and returned this to the Director of Admissions at least four weeks before the scholarship day.

To maintain Bedstone's ethos of inclusivity, all applicants will be invited to attend.

Timings and further guidance will be sent to all applicants two weeks before the scholarship day.

Academic Scholarships (references and reports from the current school will be requested):

(11+ and 13+)

One thirty minute test in each of English, Mathematics and Science.

An interview with the Director of Studies (to focus on academic matters and learning potential)

An interview with the Headmaster (to focus on general matters)

(16+)

Tests in three subjects of their choice from amongst those offered by the College at A level.

An interview with the Director of Studies (to focus on academic matters and learning potential)

An interview with the Headmaster (to focus on general matters)

Sports Scholarships (References and reports from the current school will be requested):

Scholarships are offered for the following sports:

Rugby, Football, Cricket, Netball, Hockey, Cross Country, Badminton, Swimming

One thirty minute performance and interview session with the Head of PE

One thirty minute training session with current members of the College team (where appropriate)

An interview with the Headmaster (to focus on general matters)

Music Scholarships (References and reports from the current school will be requested) :

One thirty minute performance and interview session with the Director of Music

One thirty minute performance session with an appropriate school ensemble (where appropriate)

An interview with the Headmaster (to focus on general matters)

ART/DT Scholarships (References and reports from the current school will be requested):

A ten minute presentation to the Head of Department of a portfolio of work followed by a twenty minute discussion.

An interview with the Headmaster (to focus on general matters)

Offers will be made no later than two weeks after the scholarship day.

The Headmaster's decision is final and there is no route for appeal.

Feedback from the Director of Admissions will be available for up to two weeks after the offers are sent out.

We encourage parents of Scholarship winners who anticipate that they will experience difficulty in meeting the balance of the tuition fees, to apply at the same time for a means tested bursary. The level of support varies according to parental need; but can extend to full fee remission in cases of proven need.

(Further details and application forms can be obtained from the Bursar)

The Headmaster's decision on the awards of scholarships is final and there is no route for appeal.

### Bursaries

Bursaries are means-tested. Both parents are required to provide proof of their income and assets. The level of support varies according to parental need; but can extend to full fee remission in cases of proven need.

Bursaries are always offered for 12 months and are reviewed annually. The family is required to provide fresh information about its circumstances for every year that their child attends the school. Levels of support may vary with fluctuations in income. The school's practice is to allocate its entire available bursary funding on entry. The school's expectation is that parents, who do not choose to apply for a bursary at the time that their child is being assessed, will not require financial support throughout the time that their child attends the school, except in wholly unforeseen circumstances.

Our Bursary Policy can be obtained from the Bursar.

### Overseas Applications

The school welcomes overseas students as boarders provided that they have a legal guardian or relative living in the UK with whom they can stay when necessary. The College makes a place available conditional on meeting the requirements of our Guardianship policy, (a copy of which can be obtained from the Director of Admissions). No student will be accepted at the College without proper guardianship arrangements being made and notified to the College at least 4 weeks before arrival. This applies to UK and non-UK nationals. Bedstone also considers applications from Overseas Agents on behalf of students. Overseas Agents recommending students to the school are made aware of the entry procedures.

### Fluency in English

It is expected that students entering upon an A level course will have at least IELTS level 5.0. Those entering the intensive, pre-sessional, English programme are expected to have basic English. All international students are assessed for their language skills on entry to the College and expected to produce evidence of English skills with their application or on interview. The College provides EAL tuition as a chargeable extra for students who need the additional support to reach the standard of English required.

### School's Contractual Terms & Conditions

Copies are on the School's web site and will be made available to parents as part of the admissions process. Before a student enters the school a Registration Form and Conditions of Entry Form must be completed for contractual obligations.

### Complaints

We hope that you and your child do not have any complaints about our admissions process; but copies of the College complaints procedure can be sent to you on request.



## Withdrawal

All tuition fees are payable termly in advance and are due on or before the first day of term. Parents wishing to withdraw a boy or girl for any reason must give a full term's notice in writing to the Headmaster; otherwise a full term's fees are payable.

In all matters relating to admissions to Bedstone College the Headmaster's decision is final.

Reviewed June 2013

Reviewed August 2014

Reviewed September 2015

Reviewed September 2016

Reviewed August 2017

Reviewed September 2018