

Admissions Policy

Queen's College, Taunton

August 2021 (v.5)

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Scope

This policy applies to the whole College.

1. General

1.1. Queen's College is a co-educational independent school for pupils from ages three months to 17 years. The School has approximately 550 pupils, typically 170-180 of whom are boarders. Deciding on the right school for your child is very important, and we believe that a personal visit is invaluable. We very much hope that you and your child will visit Queen's College. We usually hold a number of open events each term, which give a general introduction to the School. Details are published on our website. We are also very happy to welcome prospective parents and their children at other times. Please contact the School's Admissions Team, on 01823 340830 or email admissions@queenscollege.org.uk to arrange a visit. If it is not possible to hold open events or arrange school visits because of circumstances beyond the School's control, then the School publishes on its website the alternative arrangements in place.

2. Policy Statement

2.1. The policy of the College is:-

2.1.1. To ensure compliance with the College's charitable purpose as an independent boarding and day school and its Methodist aims

2.1.2. To ensure that the College remains balanced and dynamic and in line with its inclusiveness, accessible to a broad social range

3. The Entry Procedure

3.1. Queen's College is a non-selective school. Our admissions process is designed to identify pupils who are able to benefit from our balanced and well-rounded education and to make a positive contribution towards the life of the School.

3.2. The usual points of entry are from four years of age/Reception, and at seven years of age /Year 3. We admit a number of pupils each year at Year 7, Year 9 and Year 12. The School may also have occasional places at other ages. Please contact admissions for details.

3.3. Applicants for admission should register using the School's Registration Form which is available on the School's website and from the Admissions team.

4. Equal Treatment

4.1. Queen's College's aim is to encourage applications from candidates with a diverse range of backgrounds.. This enriches our community and is vital in preparing our pupils for today's world. Generous means-tested bursaries are offered in order to make it possible for as many as possible who meet the School's admission criteria to attend the School. The School's provision for bursaries is described below.

4.2. Queen's College is committed to equal treatment for all, regardless of a candidate's sex, race, ethnicity, religion, disability, gender reassignment, sexual orientation or social background.

5. Special Educational Needs

5.1. Queen's College does not unlawfully discriminate in any way regarding entry. The School welcomes pupils with disabilities and/or special educational needs, provided we can offer them any support that they require and cater for any additional needs

and that our site can accommodate them. We will ensure that all our pupils, including those with disabilities and/or special educational needs, are provided with a safe and inclusive environment in which to learn.

- 5.2. Our policy is to apply our admission criteria to all potential pupils. We require parents of children with special educational needs or physical or mental disabilities to discuss their child's needs with the School before the child sits entrance assessments so that we can make adequate provision for them. Parents must provide with the Registration Form a copy of an educational psychologist's report or any other specialist assessment report or a medical report if they have one. This enables the School to assess their child's needs and consult with parents about the adjustments which can reasonably be made to ensure that the necessary level of teaching and support can be provided.
- 5.3. The School will discuss thoroughly with parents (and their child's medical advisers, if appropriate) the adjustments that can reasonably be made for the child if he/she becomes 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 disadvantaged because of a disability.
- 5.4. The School will make all reasonable adjustments in order to provide inclusive opportunity to all pupils. However if, despite such adjustments, the School is unable to provide adequately and safely for the pupil's needs, the School may decline to offer a place to a pupil.

6. The Assessment Process

- 6.1. The aim of the process is to identify potential. Queen's College is 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 School has strong traditions in music, drama, art, debating, community activities and sport. There are many co-curricular activities, all of which are important in developing a well-balanced, confident individual.
- 6.2. No specific preparation is needed, all candidates start on an equal footing, with identical opportunities to display their academic aptitude and co-curricular skills.
- 6.3. Assessment for Reception is based on observing informal play in small groups. Reports are obtained from the child's current nursery setting, along with any other relevant reports.
 - 6.3.1. Year 1 and Year 2 NFER assessment
 - 6.3.2. Year 3 CAT4
 - 6.3.3. Year 4 to 8 CAT4 where Common Entrance not available
 - 6.3.4. International candidates for entry below Year 12, sit papers in English, Maths and Verbal Reasoning, which are designed for their age group.
 - 6.3.5. Candidates for entry at 16+ sit papers in the subjects that they propose to study at A Level.
- 6.4. We informally interview all candidates as part of our assessment process for each age group (apart from Reception), often as part of a taster session.
- 6.5. Current school reports will be obtained and references will be sought from the Head of a candidate's current school as part of the assessment process.

7. Sibling Policy

- 7.1. It is very common for siblings to study alongside one another at Queen's. However, admission is not automatic and there may be occasions where the School judges that a sibling is likely to better thrive in a different academic environment.

8. Scholarships

- 8.1. Queen's College offers 10+ (Music only) 11+, 13+ and 16+ scholarships each year for excellence in:
- 8.1.1. Academic studies
 - 8.1.2. Music
 - 8.1.3. Sport
 - 8.1.4. Performing Arts
 - 8.1.5. Art
- 8.2. A scholarship may be withdrawn in accordance with the terms upon which such award is made or in accordance with the School's Terms and Conditions.

9. Purpose of Scholarships

- 9.1. Scholarships are designed to reward excellence and to celebrate exceptional talent. In recognition of this achievement, the scholar is offered a percentage reduction in the fees throughout their time at Queen's College. In addition, music scholars are offered free tuition in musical instruments. 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.
- 9.2. We encourage parents of scholars who anticipate that they will experience difficulty in meeting the balance of the tuition fees to apply (at the same as registration of their child) for one of the School's means-tested bursaries described below.
- 9.3. Scholarships will only be awarded to pupils who meet the School's entrance criteria.

10. Types of scholarships

- 10.1. **Academic Scholarships** - Candidates who apply for academic scholarships usually sit a separate entrance exam and are interviewed by the Head and/or the Deputy Head - Teaching and Learning. Scholarships are held for the duration of a pupil's time at the School, provided their conduct is satisfactory.
- 10.2. **Music Scholarships** - Music scholarships are awarded to outstanding musicians who play any instrument or sing with exceptional ability. Candidates must obtain a reference from their current head of music in addition to a reference from their current Head. They will be required to perform a number of short pieces on 2+ instruments and to complete a written paper, together with aural and practical tests. There will also be interviews with the Director of Music, or a member of the music department. Candidates will be expected to demonstrate enthusiasm for and commitment to music and will be expected to make a contribution to the musical life of the School throughout their time at Queen's.
- 10.3. **Sports Scholarships** - Sports scholarships are awarded to outstanding sporting performers who have achieved a high level of competence in one or more sports. Candidates will be assessed and interviewed by the Director of Sport and will be expected to demonstrate qualities of leadership and team play of a very high order. Candidates will be required to provide a specialist reference from their current

Director of Sport. They will be expected to make a contribution to the sporting life of the School throughout their time at Queen's.

- 10.4. **Performing Arts Scholarships** - Performing Arts scholarships are awarded in recognition of talent in one or more areas of dance, drama or vocal delivery. To be awarded a Performing Arts Scholarship, candidates will be auditioned by the Head of Drama and must perform at least one monologue, song or dance piece, without prompts. The piece should be introduced and candidates should know the context of the extract and understand what material to perform to show off their strengths. Performing Arts scholars will participate fully in the school's performance programme.
- 10.5. **Art Scholarships** - Art scholarships are awarded to candidates with enthusiasm and commitment to become Art Scholars. There are no limits to what can be created at Queen's and we welcome those with exciting ideas. Candidates will take part in a drawing assessment. They will then have an interview to discuss their portfolio. The portfolio should demonstrate their passion and the extra work that they do in their own time, as well as art work completed at school.

11. Assisted Places/Bursaries

- 11.1. Queen's College's bursary programme is generous and is designed to make it possible for as many as possible of those who meet Queen's College's entry criteria to take up a place here. The School offers a number of means-tested awards annually to entrants at the usual points of entry, where the parents have indicated on the Registration Form that they require financial support. Bursaries are means-tested in accordance with the criteria published on the School's website from time to time. Both parents are required to provide proof of their income and assets. The level of support varies according to parental need but there is an expectation that parents are able to make some contribution.
- 11.2. Bursaries are always offered for 12 months at a time. 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 or wealth.
- 11.3. 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.
- 11.4. A bursary may be withdrawn in accordance with the terms upon which such award is made or otherwise in accordance with the School's Terms and Conditions.

12. Overseas Applicants

- 12.1. We welcome overseas pupils, who can study at Queen's College as a boarder, provided that they have a relative or responsible adult over the age of 25 living in the UK with whom they can stay for holiday periods, more details of which are contained in our Guardianship Agreement and the School's Terms and Conditions.

13. Fluency in English

- 13.1. In order to cope with the academic and social demands of Queen's College, pupils must be competent English speakers. Normally pupils should have been educated in the English medium for a number of years before coming to the School. Tuition in

English as an Additional Language (EAL) is provided as appropriate and additional 1:1 lessons can be arranged at the parents' expense.

14. Religious Beliefs

14.1. Queen's College welcomes applications from prospective pupils of all faiths and of no faith.

14.2. Although Queen's College has Methodist roots, the School does not select for entry on the basis of religious belief

15. School's Terms and Conditions

15.1. The School's Terms and Conditions are on the School's website and will be made available to parents as part of the admissions process.

16. Complaints

16.1. The School's Complaints Procedure is on the School's website and will be sent to prospective parents on request.

17. Records and Review

17.1. Applicants' details will be held on file with due regard to data protection legislation and the School's Privacy Notice.

17.2. The School will not hold the personal data of you or your child for longer than is necessary for a lawful purpose. This will generally be no more than 6 months following an unsuccessful application, but reasons to retain for longer might include: expressions of interest in the candidate re-applying at a later date, or in the potential candidacy of another sibling; or to deal with any ongoing matters or queries arising from the application.

Effective date of the policy	31 August 2021
CLG Responsible Member	Julian Noad, Head Teacher
Authorised by	Board of Governors
Signed	Mark Edwards, Chair of Governors
Date	31 August 2021