

## Three Schools' Admissions Policy

### INCLUDING EYFS

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Website	✓
Internal only	

## **Admissions policy for Bedales Schools**

Bedales School (“the School”) is a co-educational boarding and day school for ages 2’9 months to 18. It is constituted as a registered charity and as a company limited by guarantee. The School comprises three sections, each of which is responsible for its own admissions according to the common policy set out below:

Bedales Pre-prep School, Dunannie, ages 2’9 months-8 (Nursery - year 3)

Bedales Prep School, Dunhurst, ages 8-13 (years 4-8)

Bedales Senior School, ages 13-18 (years 9-13)

The Admissions Policy should be read in conjunction with the School’s contractual Terms & Conditions, which are available on the website and from the Admissions Office.

### **1 Entry criteria**

We seek to admit pupils who are, in our professional judgement:

- (a) able and willing to contribute to the life of the School, who will take initiative and take responsibility for themselves, who are likely to get on well with other pupils and with staff, and who will make the most of the range of activities and opportunities offered by the Bedales Schools;
- (b) able to access the curriculum, willing to cooperate with teachers and work hard, and capable of making satisfactory academic progress.

Religion, ethnicity, sexual orientation and gender identity have no bearing on how we select pupils, and we will comply with all legislation prohibiting discrimination. Disability or special educational need is no bar to admission, provided that we can make reasonable adjustments that enable us to deliver a Bedales education and that enable the pupil to benefit fully from that education.

We are committed to widening access to as broad a range of pupils as may comply with the School’s admissions requirements as set out from time to time.

### **2 Assessment**

#### **(i) Initial entry**

Initial admission to the three schools is primarily by interview and assessment at the School.

From Year 3 upwards, applicants also take our own written assessment, to establish that they meet the expected academic requirements.

- (a) Candidates at 13+ or 14+ must be judged capable of attaining a minimum average grade 5 in GCSE subjects/Bedales Assessed Courses.
- (b) Sixth Form applicants at 16+ must be judged capable of attaining three A Level passes at Grade C or above.

However, the main focus of all our assessments is on understanding the whole person, and on determining how well they are likely to adapt to the mainstream educational experience at Bedales, to contribute to it and to benefit from it.

- (a) At Dunannie, children are admitted to the Nursery (at age 2'9 months) without formal assessment. The suitability of children joining from Reception to Year 3 is determined by a day spent at the School and informal assessment.
- (b) Younger applicants for Dunhurst (8+ and 9+) normally spend a day in class with their appropriate year group. This gives the child a chance to become accustomed to life in the school. There are assessments in Maths, English and 1:1 to assess how the child learns.
- (c) The assessment for entry at 10+, 11+ and 12+ to Dunhurst is residential, over one to three days, in January of the year of entry. We also do individual assessment days. This gives the child a chance to become accustomed to life in the school. There are assessments in Maths, English and 1:1 to assess how the child learns.
- (d) The residential three-day assessment for 13+ entry to Bedales takes place in the January preceding the year of entry (eg. in January 2020 for entry in September 2021)
- (e) Sixth Form applicants normally attend a day of interviews at the School in November of the year before entry to assess their suitability for Sixth Form study.
- (f) We also assess applicants throughout the year, and at other ages, if a place becomes available.

## **(ii) Moving up the schools**

Progression from one year to the next, and from one school to the next is assumed, but is subject to satisfactory behaviour and academic progress. In particular:

- (a) Progression from Dunannie to Dunhurst is assumed and is not subject to any formal assessment but the School will informally assess pupils and will monitor their development to ensure that their needs can still be met adequately if they make the transition.
- (b) Progression from Dunhurst to Bedales is assumed, but is subject to interview, satisfactory behaviour and satisfactory performance in our own written tests.
- (c) Progression from Block 5 to 6.1 [Year 11 to the Sixth Form] is assumed and is normally subject to attaining a minimum average grade 5 at GCSE/Bedales Assessed Courses .
- (d) A pupil's disciplinary record, willingness to cooperate in developing satisfactory habits of learning, participation in extra-curricular activities and relations with other members of the community will be taken into account.
- (e) Where it appears that a pupil's behaviour and/or academic progress may jeopardise their move from one school to the next, or from Block 5 to 6.1, we will inform parents and the pupil of the possibility by:
  - January of Year 3 at Dunannie;
  - January in Group 3 [Year 6] at Dunhurst;
  - January for Block 5 [Year 11] at Bedales;

We will agree with them a plan of action to help the pupil maximise their potential.

If, despite the plan of action, the pupil's behaviour or academic progress remains

unsatisfactory, we will give notice by the beginning of June, in the year when they are due to progress, that they should leave the School. In the case of Block 5 pupils, we may stipulate a points score in GCSE as a condition for remaining in the School.

- (f) The above provisions do not take account of particular disciplinary circumstances or unexpected decline in academic performance which may lead to a pupil needing to leave the School.

### **3 Financial aid**

We aim to commit at least 5% of our income per year to financial aid, mostly in the form of means-tested bursaries, awarded according to need and subject to annual review. They may be awarded:

- (a) at the time of entry to Bedales (normally at 13+ or 16+) or Dunhurst at 11+;
- (b) at other times, to help families in any of the three schools through temporary and exceptional financial difficulties.

Full details of the bursary policy are available on request from the Bursar, and on the School's website.

### **4 Recognising exceptional merit**

We may award scholarships to acknowledge candidates of exceptional merit, mainly on entry to Bedales Block 3 (year 9), and on progression from Block 5 to 6.1 (Year 11 to the Sixth Form). Since September 2017, scholarships have taken the form of a research grant for which applicants apply in consultation with the relevant Head of Department/Director – the maximum financial value of the annual grant is outlined on the school website. Prior to 2017, scholarship awards were in the form of a financial grant towards fees. The school's bursary policy enables considerable additional support for exceptionally talented pupils on a means tested basis.

### **5 Preferences and limitations**

- (a) In all three schools we may give preference to applicants who have a sibling at the School.
- (b) In Dunhurst and Bedales we may reserve places for applicants who:
- come from families who cannot afford any or all of the fees;
  - have a talent that is valuable to the School, such as academic, musical or artistic ability;
  - wish to board.
- (c) The three Bedales schools have limited facilities for the disabled, but in line with the Special Educational Needs and Disability Act 2001 we make reasonable adjustments as described in 'Entry criteria' above. Parents should provide us with full written details of their child's disabilities or special educational needs – the sooner the better, and (for pupils who are not yet enrolled) no later than registration, so that we can assess the needs and consult parents about possible adjustments.

### **6 Special circumstances**

We recognise that an applicant's performance may be affected by particular circumstances, for example:

- Illness when taking the tests or a lengthy absence from school;

- Particular family circumstances such as a recent bereavement;
- A relevant education history such as education outside the British system;
- A disability or specific learning difficulties;
- English not being the applicant's first language.

In any of these cases, we may request further information such as a medical certificate or educational psychologist's report and any associated correspondence from the pupil's current school or any history of learning difficulties as we consider necessary to make a fair assessment.

## 7 Notifying LEA

The following actions are taken to adhere to the school's statutory duties. Further details are available in the safeguarding and child protection policy on our website.

We inform Hampshire LEA where a pupil's name is going to be deleted from the admission register when: the child has been taken out of school to be home educated; when the family has apparently moved away; when the child has been certified as medically unfit to attend; when the child is in custody for more than four months; when the child has been permanently excluded.

From 1 September 2016, the above duty was extended. We inform Hampshire LEA when we remove or add a pupil's name to the admissions register at non-standard transitions, i.e. where a compulsory school-aged child leaves a school before completing the school's final year or joins a school after the beginning of the school's first year. This will be done within five days of a pupil's name being archived. We inform the local authority of the child's last known address if we have safeguarding concerns and also if their local authority requests information for standard transitions.

We will notify the local authority when a child or pupil fails to attend school regularly or is absent without leave for more than 10 school days (continuous).

## 8 Further information; Terms & Conditions

Further details of the admissions process, assessment, financial aid and Terms & Conditions are available on request from the Admissions office. They are also published on the website, [www.bedales.org.uk](http://www.bedales.org.uk). The Bursar will be pleased to advise on eligibility for financial aid.

When you accept a place at the Bedales schools, you accept our standard Terms & Conditions.

## 9 Complaints

Complaints about our handling of any aspect of the admissions process should be addressed in the first instance to the Head of the relevant school. If the dispute is not resolved, it will be subject to the School's grievance procedure, a copy of which is available on request.

## 10 Contact us

Bedales, Church Road, Steep, Petersfield,  
Hampshire GU32 2DG

**Registrar, Janie Jarman; e: [jjarman@bedales.org.uk](mailto:jjarman@bedales.org.uk); tel: 01730 711733**

**Deputy Registrar (Senior School), Jo Alldridge; e: [jalldridge@bedales.org.uk](mailto:jalldridge@bedales.org.uk);**

tel: 01730 711569

**Deputy Registrar (Prep & Pre-prep), Kate Freeman; e: [kfreeman@bedales.org.uk](mailto:kfreeman@bedales.org.uk);**

tel: 01730 711558

**Bursar, Richard Lushington; e: [hmcbrown@bedales.org.uk](mailto:hmcbrown@bedales.org.uk); tel: 01730 711561**

On request, we will supply all publicity material and official documents relating to the admissions process in a format suitable to the applicants (e.g. large print, Braille, audio-book).