

CHRIST'S HOSPITAL

ADMISSIONS POLICY

Introduction: the school

1. Christ's Hospital is a charitable foundation established in 1552 by King Edward VI and given its first Royal Charter in 1553. Now as then, its prime purpose is to provide a boarding education of a high standard to boys and girls from all backgrounds with financial support available to those families in social, financial or other particular need.
2. In 2007, the Foundation, which historically had been governed by a Board of Trustees (the Council of Almoners), and the school became separate legal entities with the Foundation supporting the school by grant and the school becoming a charitable company limited by guarantee with its own governing body. For the purposes of this policy the term "school" is used to mean both the Foundation and school.
3. Christ's Hospital is a co-educational boarding school for students from ages 11 to 18. The school has some 900 students. **Admission is academically selective and is subject to applicants meeting the academic standards of the school and, in relation to boarding places, being judged suitable to board.**
4. The school holds regular open days and other events to enable prospective students and their families to learn more about the academic curricula, life at the school and the facilities on offer. Anyone considering applying for a place is encouraged to come to an open day at least a year prior to their joining date.
5. A great deal of information about the school and the admissions process is on the school's website at www.christs-hospital.org.uk but any further queries about entering the school should be addressed in the first place to the school's Admissions Office.

Admissions

6. There are three main entry points: 11+, into Year 7, 13+, into Year 9 (with prep and choir school students particularly in mind) and 16+, into Year 12.
7. The majority of children come to the school as full boarders but the school can also offer day places.
8. There is an equal number of places available in boarding houses for boys and girls.

The admissions process

9. To avoid disappointment, applications should be started at least 18 months in advance of the applicant's joining date.
10. The first stage in applying to enter the school at any point is to complete a registration form and pay a non-refundable fee to put an applicant on our lists. The school requires evidence, wherever possible, that both birth or adoptive parents agree to the application being made. In some circumstances, we will accept a completed registration form from one parent only. Copies of the applicant's birth certificate and passport (to fulfil UK Visas and Immigration service requirements), as well as supporting documentation such as a recent school report, should also be submitted. Parents will also be asked to confirm that they agree to the school asking for a confidential Head Teacher's report from the applicant's current school. In the case of an applicant joining from a fee-paying school, the Head Teacher's report will include information about bursarial/scholarship support

or whether fees are owing. Individuals will then be invited to attend assessments which may include an overnight stay at the school.

Suitability for boarding

11. This will be assessed at interview, by observation at residential assessments and through the reports required from a candidate's current school. In determining suitability to board the school has regard to the following questions:
 - Does the child wish to board?
 - Does the child have experience of staying away from his or her parents/carers whether or not he or she is currently a boarder?
 - Does the child show evidence of self-reliance and independence?
 - Does the child show evidence of understanding and relishing the challenges of a communal life?
 - Does the child show an understanding of the responsibilities of a member of a boarding community?
 - Is there any medical or psychological reason why boarding would not be appropriate, or any need that could not be met by reasonable adjustment to the boarding accommodation, routine and practice?
12. The outline timetable for assessments of different entrants is posted on the school's website. Candidates will always be advised of the process at the time of application.
13. Those who are successful in the assessments receive a formal offer of a place to be accepted through signature of a contract and payment of a deposit returnable when the child leaves the school. The contract contains important information about, for example, safeguarding welfare and child protection and complaints procedures and giving notice of withdrawal from a place or leaving. It should be studied carefully prior to signature.

Bursaries

Bursaries for boarding places

14. A separate school Bursary Policy is available on the website or on application from the Admissions Office at the school.
15. In summary, bursaries are the means by which the school provides financial support to enable children to come to the school who would otherwise not be able to afford to do so. It follows that the level of bursary support is established through a process of means-testing. The school has probably the most generous level of bursary support of any independent school in the UK and bursaries may, in some circumstances, be granted to meet 100% of school fees.
16. Parents are given a financial award expressed as a percentage reduction on the school fees that apply at the time of joining. For example, an 80% award of a bursary would mean that the parents would need to pay 20% of the fees. Bursaries apply to tuition and boarding fees only. Extras must be paid in accordance with the terms and conditions of the school. The percentage is calculated via a process of means-testing that takes into account income, assets and outgoings. The level of support given to parents is reassessed annually and may either increase (up to a stated maximum upper limit) or decrease as parental circumstances change. The maximum upper limit will be communicated to parents at the same time as the original award.
17. The school also requires parents seeking a bursary assisted place to set out their social or other need of a boarding education at Christ's Hospital.

18. Parents applying for a bursary must make available a considerable amount of personal financial information. The school will not proceed with an application where the information requested is either not forthcoming, is found to be false or is intentionally misleading. The school may seek objective third-party confirmation of a family's financial circumstances (including from credit reference agencies) and/or may also visit to confirm details. No preference in the award of bursaries is given to those who apply early but applications received after the due dates will only be processed in exceptional circumstances.

Bursaries for day places

19. Bursaries are not available for day places.

Bursaries for overseas applicants

20. Preference in awarding competitive, means-tested bursaries will be given to children who are normally resident in the UK (defined as having lived in the UK full time for two years preceding the application). Applications from overseas for means tested bursaries will only be progressed if all of the following requirements can be met:

- all normal school entry criteria have been satisfied;
- the candidate satisfies the requirements of the UK Visas and Immigration service for study in the UK;
- the school is able to obtain objective, verifiable third-party confirmation of the family's financial circumstances (in English); and
- the candidate has a relative or education guardian living in the UK who has been given legal authority to act on behalf of the parents in all respects and with whom he or she can stay during leave weekends, half term or any other holiday or period of time when his/her parent is abroad. The parents and guardian will both be required to complete the school's Guardianship Agreement.

Scholarships

21. Scholarships are awarded to current Christ's Hospital students and prospective students entering Year 9 and Year 12 who are particularly gifted either academically or in music, drama, art or sport. Scholarships can be worth up to 20% reduction in fees (but not extra or incidental expenses). Children can obtain both scholarships and bursaries.

Scholarships are not available for prospective students entering in Year 7.

22. The timetable for scholarship application and assessment will be sent out to any applicants expressing an interest in scholarship awards.

Governor presentations and historic methods of entry

23. There are some different methods of bursary supported entry to Christ's Hospital: presentations by individuals who support the school (known as Donation Governors) and several historic methods of entry. The Admissions Office will advise applicants if any of these methods of entry may be appropriate. There is a gross salary limit above which families will not be considered for governor presentations and for most of the historic methods of entry and this is reviewed periodically.

24. Children who enter the school this way do not receive any financial benefit over and above the outcome of the means tested bursary calculation. However, when places are

allocated after the assessment process has been completed, these candidates are offered places first, subject to the constraints of the overall bursary provision available.

25. The process of matching Donation Governors with students will take place after the Initial Assessment. Parents should not approach governors; the school will initiate the link.

Entry from independent preparatory and cathedral schools

26. Children coming from prep schools and choristers at cathedral schools which finish at the end of Year 8 and who are applying for a place may choose to come for their entrance assessments when they are in Year 6 and, if successful, may defer their place for up to 24 months i.e. into Year 9. If they have chosen to defer their place, they will be invited to take a scholarship assessment, in Year 8, with other applicants. This applies to students from prep school who are applying for a full fee paying place.
27. Children coming from prep schools and choristers at cathedral schools who are seeking bursary support, can sit their entrance assessments when they are in Year 6, and if successful, may defer their place to start in Year 9 only. Bursary supported places are competitive, and applicants will compete for entrance with others who are applying for a place through a different method of entry. Successful applicants will be able to defer their place and apply for scholarships in the same way as point 26.

Sixth form entry (Year 12) for students following the UK curriculum

28. Students enter the sixth form in the September following the completion of their GCSE exams in Year 11 of their secondary education.
29. Candidates who are successful in the school's assessments will be offered conditional places. They will normally need to achieve four grades at A* or A (Grade 7 or above) at GCSE in subjects they wish to study at A Level. Candidates also have to achieve at least a Grade 4 in Maths and English GCSE. In addition, candidates will also need to have achieved a minimum of four B grades (Grade 6) in other GCSE subjects.

International students – all year groups

30. Candidates who are studying abroad will need to complete the school's own entrance assessments to a satisfactory standard, before being offered a place. They will also need to complete an interview, either in person or via internet link. The papers will include EAL papers, if the student's first language is not English. In addition, for candidates who are applying for a Year 12 place, are following the UK curriculum and are due to complete their (I)GCSEs prior to enrolment, their predicted GCSE grades will be taken into consideration before being offered a place.

Should a visa be required to study in the UK, the parental contract and deposit payment will need to be returned to school before the request for a visa is submitted.

It is Christ's Hospital policy that all visa applications, including any visa renewals that may be required, are to be made through our immigration lawyer's practice, Newland Chase. Through its processes, Newland Chase handles all aspects of the visa request and ensures that every application has the best chance of success. By accepting the place, parents agree to accept this policy and the associated charges.

All entrants: school's contractual terms and conditions

30. Copies will be made available to parents as part of the admissions process and acceptance of a place confirms parents' agreement to these terms and conditions.

These include, amongst other things, arrangements for payment of fees/fee contributions, information about the treatment of registration fees and deposits, notice periods and so on.

Equal treatment

31. The school's aim is to encourage applications from candidates from as diverse a range of backgrounds as possible. This enriches the school community and is vital in preparing students for today's world.
32. Christ's Hospital is committed to inclusion and will conduct its admissions assessments to ensure that candidates are treated equally regardless of disability, gender reassignment, ethnicity, religion or belief, sex and sexual orientation.

Money laundering

33. Legislation requires the school, in some circumstances, to obtain satisfactory evidence (such as sight of passport) of the identity of a person who is paying contributions or fees. The school reserves the right to refuse payment of significant sums in cash.

Special educational needs and disability

34. Educational, physical, behavioural or other special needs do not preclude application for a place at Christ's Hospital.
35. Currently the school's facilities both physical and otherwise are limited but the school will make reasonable adjustments and provide reasonable aid for applicants placed at a substantial disadvantage because of a disability or special educational need and will comply with its responsibilities under the relevant legislation.
36. Parents/guardians of children with special needs or disability are advised to consult with the school about their child's requirements before making an application to discuss adjustments that can reasonably be made.
37. Parents/guardians of children with special needs or disability are required to tell us in writing and provide copies of any relevant referrals and reports relating to their child's special requirements (e.g. medical reports, clinical or educational psychologists' reports etc.) as part of the application process.

Sibling policy

38. Siblings cannot be guaranteed a place at the school but may apply for a place in the same way as all other applicants.
39. While the school will consider applications for sibling entry sympathetically, there may be occasions where the school judges that a sibling is likely to thrive better in a different academic environment.

Religious beliefs

40. Christ's Hospital is a "religious, Royal and ancient Foundation" subject to the doctrine and teaching of the Church of England. Whilst we respect the right of every student to follow another Christian denomination, a religion other than Christianity or no religion, all students are admitted on the understanding that, although they may not be required to take part in the religious observances of the Christian faith, they will attend Chapel services that are organised for the whole school or their boarding house as a communal activity, unless specifically granted exemption.

Appeals and complaints

41. The admission or otherwise of any individual applicant, based on our academic and other assessments remains entirely a decision of the school.
42. We are always keen to improve the way in which we interact with prospective students and if you have a complaint about the process in general (rather than about the outcome of an individual's application) then you should write to or email the Admissions Registrar. The school's formal complaints policy applies to current but not to prospective students.

Author: ARW

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