



ADMISSIONS POLICY

Introduction

Whitgift is an independent day school offering all-round education of the highest quality for 1250 boys aged 10 – 18.

The School was founded in 1596 by John Whitgift, Elizabeth I's last Archbishop of Canterbury, and opened in 1600, making it Croydon's oldest school. There are approximately 600 boys in the Lower School and 600 boys in the Upper School. Haling Park, to which the School moved in 1931, was at one time the home of Lord Howard of Effingham, Lord High Admiral of the Fleet sent against the Armada, and it retains the appearance of an attractive country estate.

Religious affiliation or designation

Whitgift School's approach to worship which, whilst based on the traditions, values and precepts of the Christian Church, respects the faiths of all members of the school community who will, nevertheless, abide by the rules and activities of the school.

Whitgift's policy on Equal Treatment

Whitgift School encourages all its pupils to respect and serve other people regardless of ethnic origin, gender, sexual orientation, religion or disability. The school condemns any form of prejudice or denial of equal opportunity in these areas. Those in a position of responsibility will seek to ensure that all pupils at Whitgift School benefit equally from its provision. To this end, the school is committed to:

- an entry policy to a boys' school which makes no discrimination on the grounds of ethnic origin, disability or religion;
- the promotion of a culture within the school which actively discourages discrimination on the grounds of ethnic origin, gender and sexual orientation, disability or religion;
- providing a curriculum which emphasises positive aspects of, and contributions to, a healthy and tolerant lifestyle regardless of culture or gender;

- within the constraints of existing buildings and location, ensuring that disabled members of the school community are not unreasonably disadvantaged (further detail is encapsulated in the School's Disability and Accessibility Policy).
- providing a senior member of staff, one of whose special responsibilities is to receive information of any instances of discrimination on the grounds of ethnic origin, gender and sexual orientation, religion or disability and to take appropriate action.

Whitgift's policy on disabilities and Special Educational Needs

Whitgift School adopts an inclusive policy and students with Special Educational Needs are offered the opportunity to join Whitgift School if they satisfy the School's selection procedures. Parents may be asked to contribute to any special resources. Students with Special Educational Needs will have access to the whole school curriculum and be fully integrated into the school. Exceptional circumstances which may affect such access will be dealt with on an individual basis in consultation with the SENCo, Heads of Upper and Lower School, Head of Year, parents and student.

Fees

The fees are payable termly in advance, or monthly by direct debit, and include the cost of most stationery and textbooks, games and school societies, but exclude a small number of items, e.g. public examination and UCAS entry fees. Individual music tuition is provided at an extra charge.

The Governors reserve the right to review or alter fees at any time and at half-a-term's notice.

Procedure for Admission

Entry is competitive, but no parent who would like their son to come to Whitgift should be deterred from applying for financial reasons as it is the policy of the Whitgift Foundation to make the education offered as widely available as possible. Scholarships and Bursaries are offered each year.

A charge is made for sitting the Lower School entrance tests plus an entrance fee is charged on the first term's account for those who have been accepted for admission.

Entry

Whitgift welcomes applications from all boys whatever their backgrounds. Admission is on the basis of academic ability and performance in the School's entrance tests coupled with interviews and an assessment of a boy's potential to contribute to, and to benefit from, the outstanding co-curricular programme and the wider life of the School.

Boys usually enter the School in September. Most boys are admitted to the School at the ages of 10 or 11. Entry is by an overall assessment including an examination and interview. There are a small number of boys who enter the School at 12, 13, 14 and 16.

Applications are also welcomed from boys seeking to enter the Lower Sixth Form. An offer of a place may be made on the basis of an Entrance Examination, school reports and an interview. The offer may be unconditional, or conditional on the achievement of particular grades at G.C.S.E. level. Applications are invited from boys seeking entry to the Lower Sixth Form who wish to take the International Baccalaureate Diploma, GCE AS/AS or BTech.

School Roll and Entrance Numbers

The number of boys entering the School each year is dependent upon the numbers leaving that year. There is a two or three form entry at age 10+, five or six form entry at age 11+ and a small number of places available at 12+ and 13+. Occasionally boys join at the beginning of the GCSE course at 14+ and there are places available at Sixth Form entry.

Open Day/Open Afternoons

Whitgift holds an Open Morning once a year, generally the last Saturday in September and an Open Evening in October. Families are welcome to attend the Open Morning and/ or Open Evening without booking in advance. They have the opportunity to be taken on tours around the School by staff and pupils. In addition, the School holds a large number of Open Afternoons. These are by appointment only in order to limit numbers attending to approximately 35. Lower School boys and Prefects take the families on a tour of the School followed by an informal tea when parents have the opportunity of meeting senior staff. The majority of Open Afternoons are held between September and December. These families are given the opportunity of seeing the School on a normal afternoon while the boys are in lessons.

Competitive Academic Entrance Examination

The Entrance Examination for boys aged 10+, 11+, 12+ and 13+ is held in January each year. Boys are assessed in English (both Composition and Comprehension), Mathematics and Verbal Reasoning. Reports from the feeder school are obtained before the Entrance Examination on all boys sitting the examination.

Sixth Form entry is by means of an Entrance Examination, normally held in February, together with school reports and an interview.

Co-curricular Form

Parents are asked to complete an Application Form which includes a Co-Curricular section. This gives the parents the opportunity of outlining in greater depth subjects/activities/hobbies their son particularly enjoy; musical attainment including instruments played/grades achieved/choirs etc; any practical, creative activity either in Art or DT; any Drama productions their son has appeared in, parts played, classes attended; list any teams their son plays for, in or out of school, including any representational honours; or any other relevant information they would like to draw to Whitgift's attention.

Interview Procedure

Boys who achieve a suitable standard in the Entrance Examination are called for interview. These interviews take the format of a short interview between the prospective pupil and a senior member of staff and an interview between the parents and a senior member of staff.

Academic Scholarship Awards

Remission, of up to 50% of the fees, is offered by way of scholarships each year to candidates of outstanding academic merit. These scholarships are based on attainment in the Entrance Examination. There is no separate scholarship paper. Scholarship awards may be augmented under the Bursary Scheme.

Music/Art/Design Technology/Sport/All-Rounder Scholarships and Music Awards

Boys with particular talent may also receive scholarships up to the value of 50% of the School fees to assist them with their education. Parents complete a specific Application Form detailing achievement level, times, representative honours and attaching a brief Curriculum Vitae, plus references where appropriate. Boys who achieve a suitable standard in the Entrance Examination are then asked to the School for a subject specific audition/test.

Bursary assessment and awards procedure

A very substantial number of fee remissions, up to the value of almost the full fees, are available each year for pupils who could not otherwise attend the School. The fee payable is related to parental income and wealth.

Assessment of SEN pupils

Boys with Special Educational Needs may be given extra support during the Entrance Examination. Extra time or laptops may be allowed during the tests provided the application is supported by a current Educational Psychologist's Report or LEA Statement.

Letters of Offer; Forms of Acceptance

Following the Entrance Procedure the Headmaster makes his selection of pupils to whom offers will be made. Following the offer parents are required to sign a Form of Acceptance which is binding. Parents cannot cancel their acceptance of a place once they have signed this Form of Acceptance without providing one term's notice of withdrawal, dated from the September their son is due to start at Whitgift, together with one term's payment of fees. The deadlines for these offers and acceptances are made in strict accordance with other schools in the Trinity Group of schools.

Post Acceptance Format

Once the Form of Acceptance has been received by the School new parents are sent various literature including Year Group Newsletters, Language Option Forms and information relating to the New Parents' Evening, which is held in June. A New Boys' Three Day Activities Induction Course is held in August together with an Academic Induction afternoon just before the start of the new academic year in September.

Reviewed by The Second Master and The Registrar: July 2010

Next review: September 2011