



Pocklington School Foundation Admissions Policy

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POCKLINGTON SCHOOL FOUNDATION
Admissions Policy

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POCKLINGTON SCHOOL FOUNDATION Admissions Policy

General

The Pocklington School Foundation (“Pocklington”, “School” or “Foundation”) which includes the Pre-School at Pocklington Prep School, Pocklington Prep School and Pocklington School is an inclusive, family focused and academic day and boarding school that offers incredible experiences inside and outside the classroom for boys and girls aged 2-18 years. From the Pre-School at Pocklington Prep School, which nurtures children’s natural curiosity, imagination and enthusiasm for learning, to the Sixth Form, where independent thought is prized, our pupils are encouraged to be resilient, resourceful learners.

Each pupil is encouraged to pursue their own interests to help develop the depth of character and self-awareness to tackle life’s challenges on their own terms. Our sense of community, care for each other and pride in the school is tangible, and particularly evident in our outstanding boarding provision. Our Values and Virtues drive all that we do and mean our pupils leave with a deep sense of social responsibility and the ability to shape their own future.

The Foundation’s academic structure and management systems are intended to provide for a wide academic ability range and pupils go forward to a range of appropriate higher educational courses. It devotes considerable care to the pastoral support of all of its pupils as well as specialised help for those with learning difficulties.

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 Pocklington School. We usually hold a number of open events throughout the year, 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 Officer, Alison Ruddick on 01759 321255 or admissions@pocklingtonschool.com 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 alternative arrangements will be published on the School’s website.

The Foundation upholds a non-discriminatory admissions policy and is committed to equal treatment for all, regardless of a candidate’s sex, race, ethnicity, religion, disability, gender reassignment, sexual orientation or social background. Human rights and freedoms are respected. The School’s 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 pupils for today’s world. Bursaries are offered to make it possible for as many as possible to attend the School. The School’s provision for bursaries is described below.

Entry Procedure

Entry points

The Foundation usually accepts new pupils into school in September of each year. A small number of places may also be available at non-standard entry points.

Admissions Process

Parents are requested to complete a Registration Form, which should be returned to the Admissions Officer together with a colour copy of the applicant's passport or birth certificate, most recent school report and a non-refundable registration fee to cover administration costs. The registration fee cost is on the Registration Form which is available on the Foundation's website. The completion and signing of a Registration Form does not guarantee admission to the school, nor does it in any way bind parents. No priority is given to applicants based on the order in which applications are received, up to the School’s entrance assessment date for entry into the senior school. The Admissions Officer will write to parents of pupils registered for entry giving detailed information about the schedule for the assessment process.

1st September is normally used as the birthday watershed for determining the applicant’s year for entry.

Applicants for admission should register by the end of November of the year preceding the desired year of



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admission, in advance of any required entrance assessment dates. The School's Registration Form is available on the School's website and from the Admissions Officer.

Letters offering places and scholarships or other awards will be sent out usually within two weeks of the Entrance Assessment. Parents will be asked to accept the offer and pay the acceptance deposit within the stated period or decline the offer by the stated deadline which will be agreed in advance by all independent schools. The deposit will be held until after the pupil's final term at school upon which the deposit will be deducted from the final term's bill. The Acceptance Form upon which the offer is based sets out, in detail, the Terms and Conditions on joining the Foundation.

Assessment Process

The aim of the process is to identify potential. Pocklington 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. No specific preparation for our entrance assessments is needed; all candidates start on an equal footing, with identical opportunities to display their academic aptitude. All applicants will be interviewed as part of the assessment process. Further information about the assessment process is available on the School's website or on request from the Admissions Officer.

Entrance assessments usually take place in January/February but may also be possible later in the School year. It is sometimes possible to arrange for the tests to be taken at other locations, for example, at schools overseas. Where pupils apply to join part way through the year, tests will be arranged at a mutually convenient time. Successful pupils will be able to join as soon as all the necessary arrangements have been made.

Entry to Pocklington Prep School

Admission into Reception to Year 6 is subject to vacancy. Children are assessed in an age-appropriate way and generally as part of a Taster Day. There is an informal assessment for Reception to Year 2 where pupils spend part of a morning in school with the Head of Prep undertaking some age-related tasks. Children applying for Year 3 - Year 6 will sit assessments relating to language understanding, phonics/spelling, reading, writing and mathematics. These will be used to judge each prospective pupil's ability to meet the demands of the Pocklington Prep School Curriculum. An overview of the results will be shared with parents. All places are offered subject to a satisfactory school report.

Entry to Pocklington School

Admission into Year 7 - 11 is subject to vacancy and is by assessment in Mathematics, English and Verbal Reasoning Tests. Assessments will be used to judge each prospective pupil's ability to meet the demands of the Pocklington School curriculum. Places offered are subject to a satisfactory school report.

Entry to Sixth Form

Entry to the **Sixth Form** (from Pocklington or other schools) is usually conditional upon achieving 6 passes at GCSE with at least 4 at grade 6 or equivalent, entry onto certain courses may require a higher grade. Pupils failing to reach this minimum standard will be considered on an individual basis by the Head.

Special Educational Needs and Disability

The Foundation is committed to providing equality of opportunity through the creation of an environment in which individuals are treated solely on the basis of their relevant merits and abilities and 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 the required support, can cater for any additional needs and provided our site can accommodate them. We aim to 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.



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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 they sit the entrance exam so that we can make adequate provision for them. Parents should provide, with the Registration Form, a copy of an educational psychologist's report or a medical report if available. This is to enable the School to assess their child's needs and consult with parents about the adjustments which can reasonably be made and so that the School can ensure, for example, that their child will be able to access the education offered and that we are able to ensure their health and safety as well as the health and safety of others.

Where a prospective pupil is disabled, the School will discuss with parents (and their child's medical advisers, if appropriate) the adjustments that can reasonably be made for the child if they join 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.

There may be exceptional circumstances in which we are not able to offer a place for reasons relating to a child's disability. For example, if, despite reasonable adjustments, we feel that a prospective pupil is not going to be able to access the education offered, or that their health and safety or those of other pupils or staff may be put at risk, we may not be able to offer a place at the School.

Religious Beliefs

The Foundation welcomes applications from prospective pupils of all faiths and of no faith. Although Pocklington School has a Christian foundation, the School does not select for entry on the basis of religious belief.

Scholarships

Pocklington School offers a number of scholarships for excellence in academic, music and sporting ability. Scholarships are designed to reward excellence and celebrate exceptional talent. Further details of our current academic awards, music scholarship and sports scholars programme can be found in our Information for Prospective Parents Handbook and on the website.

Bursaries

A limited number of means tested bursaries are available for current and prospective pupils at Pocklington School, worth up to 100% of the day fee. Further details on our current bursary scheme can be found in our Information for Prospective Parents Handbook and on the website.

International Pupils

A number of places are available for pupils aged 10 - 18 whose first language is not English. Details of the admissions procedures for candidates for these places are contained in the International Admissions Policy which can be obtained from our International Admissions Officer via e-mail: InternationalAdmissions@pocklingtonschool.com.

Boarding

Pupils and families interested in boarding are encouraged to tour the boarding houses and meet with boarding staff. In addition to the standards described elsewhere in this document, the Foundation allocates places within the boarding community based on its assessment of how well the pupil is suited to boarding and how much they will benefit from being a boarder.

School's Terms and Conditions

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.



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Withdrawal

The notice required to withdraw a pupil following acceptance of a place is detailed the School's terms and conditions, which can be found on the School's website, will be made available to parents as part of the admission process.

Complaints

We hope that you do not have any complaints about our admissions process, but a copy of the Foundation's complaints procedures is available on the School's website should you wish to consult it. _

Records and Review

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

The School will not hold your personal data for longer than is necessary for a lawful purpose. This will generally be up to 3 years after the entrance assessment process if a place is not progressed at the School, but reasons to retain for longer might include: if parents express an 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.

Oversight of the Admissions Policy is undertaken by the External Relations Committee and will be undertaken by the External Relations Director annually.

Revisions

Reviewed and updated June 2023 (S McNamee – External Relations Director)

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