



15a Normal Admissions, Scholarships and Bursaries

This policy is applicable to all pupils, including those in the EYFS

GENERAL

Ripley Court School is a co-educational independent school for pupils from ages 3 to 13 years. Deciding on the right school for your child is very important, and we believe that a personal visit is invaluable. Visits to and tours of the school are conducted by the Headmaster by appointment only. Please contact our Registrar, Susan Gray, on 01483 225217 or email secretary@ripleycourt.co.uk to arrange a visit.

THE ENTRY PROCEDURE

Ripley Court School is a selective school and places are offered at the Headmaster's discretion on such criteria as he may deem suitable at that time. Selection is based upon several factors: academic merit which is assessed through an entry examination, a taster morning at the school and references from the candidate's previous school. Good behaviour and a good behavioural record is also a key factor for acceptance.

The usual points of entry are at 3, 7 and 11. We may also have occasional places at other ages. Please contact the Registrar for details.

EQUAL TREATMENT

Our 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. Generous 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.

Ripley Court School is committed to equal treatment for all, regardless of a candidate's race, ethnicity, gender, culture, religion, sexual orientation, disability or social background. Our provision for bursaries is described below.

SPECIAL NEEDS

We do not discriminate in any way regarding entry, although children must pass the selection as detailed in this policy. We welcome pupils with special educational needs, providing that our Additional Needs department can offer them the support that they require. We welcome pupils with physical disabilities provided that our site can meet their needs. However, we advise parents of children with special educational needs or physical disabilities to discuss their child's requirements with us before he or she sits the entrance exam so that we can make adequate provision for him/her. Parents should provide a copy of an Educational Psychologist's report or a medical report to support their request, for example for extra time or other special arrangements.

We will discuss thoroughly with parents and their medical advisers the adjustments that can reasonably be made for the child if he/she becomes a pupil at the school.

THE ASSESSMENT PROCESS

The purpose of the selection is to ensure that the child will benefit from the type of education Ripley Court offers. We are 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, community activities and sport. There are many extra-curricular activities, all of which are important in developing a well-balanced, confident individual. The overriding criterion for selection is that a child should be able to benefit from the type of education provided by Ripley Court.

No specific preparation for the entrance tests is needed, although account will be made of previous educational experience.

We do not assess candidates for entry who are below the age of 5 but we would recommend a taster morning the term before a child is due to start. Parents should book an assessment day with the registrar during the term. Offers of places are made soon after these assessments.

The dates for the assessment process for the current year are published on our web site, together with the dates that results are posted to families and the closing date for acceptances.

The Headmaster reserves the right to make the final judgement on whether the entry of a child or family is in the best interests of the family or the school.

SIBLING POLICY

Most siblings join us at Ripley Court School. However, admission is not automatic, and there may be occasions where we judge that a sibling is likely to thrive better in a different academic environment.

SCHOLARSHIPS

Ripley Court School offers scholarships for excellence in:

- Academic subjects
- Music
- Sport
- Art

Purpose of Scholarships

Scholarships are designed to reward excellence and to celebrate exceptional talent. Scholars are expected to have a significant chance of gaining a scholarship to their next school, although this is never guaranteed. In recognition of achievement, the scholar is offered a 5% reduction in the fees throughout his/her time at School, provided they continue to thrive and contribute toward the school. Full details of the arrangements will be sent to all who express an interest. The parents of scholars may also apply for bursarial help.

Academic Scholarships:

Candidates who apply for academic scholarships are selected from the most outstanding performers in the entrance examinations. A pupil who has not succeeded in the academic scholarship may be exempted from sitting the normal entrance examination, providing that he/she has performed sufficiently well.

Scholarships are held for the duration of a pupil's time at the school, provided his/her conduct is satisfactory. Tests will usually be in Maths, English and reasoning.

Art Scholarships

In addition to passing the usual entry criteria, the child will demonstrate significant potential in art in a practical test with the Head of Art and in the submission of a portfolio of work.

Music Scholarships

Music scholarships are awarded to outstanding musicians who play any instrument or sing with exceptional ability. Candidates may obtain a specialist reference from their current Head of Music in addition to a reference from their Headmaster. They will be required to perform on their instruments and to pass the usual academic entry procedures.

Sports Scholarships

Sports scholarships are awarded to outstanding, all-round sportsmen/women who have achieved a high level of competence in one or more sports, or who demonstrate significant

potential. He/she 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. Sports scholarships will only be awarded to pupils who have passed the school's entrance examination.

All scholars will be expected to maintain an interest in their areas of achievement throughout their time at Ripley Court, in addition to making satisfactory academic progress.

BURSARIES

We offer up to 2 full places in means tested awards annually to entrants, where the parents have indicated that they require financial support. Bursaries are means-tested in accordance with the criteria published from time to time and available on request. Both parents are required to provide proof of their income and assets. The level of support varies according to parental need; but can extend to 100% remission in cases of proven need. Before the offer of a bursary is confirmed, a member of staff may visit the family at their home. Funds must be available before bursaries are offered.

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.

Our Bursary Policy can be viewed on our web site, or can be obtained from the Bursar.

OVERSEAS APPLICANTS

We welcome overseas pupils, who can study at Ripley Court School. However, they must be legally resident in the UK. Attendance at Ripley Court is not a basis for application for the parent's residence in the UK.

FLUENCY IN ENGLISH

In order to cope with the high academic and social demands of Ripley Court School, it is helpful if children are good English speakers, although it is our experience that younger children with rudimentary English will quickly pick up the language through immersion.

RELIGIOUS BELIEFS

Although Ripley Court School has Christian roots and ethos, we do not select for entry on the basis of religious belief, nor do we follow any particular religious line. Faith is seen by us as predominantly a matter for the family.

SCHOOL'S CONTRACTUAL TERMS & CONDITIONS

Copies are made available to parents as part of the admissions process. Parents must sign the contract before a child is admitted to the school.

COMPLAINTS

We hope that you and your child do not have any complaints about our admissions process; but copies of the School's complaints procedure can be sent to you on request.

A Legal Requirement and an ISI Reporting Standard

References:

- A. Education Act 2002,
- B. School Standards and Framework Act 1998
- C. SI 2003/1910 (as amended).
- D. Handbook Regulatory (Independent Schools) (www.isi.net).
- E. DFE Admissions Code 2014