



Admissions Policy

Haileybury is a traditional British independent co-educational school, offering contemporary boarding and day places for 11-18 year olds. It is situated on an historic 500 acre campus just 20 miles north of London.

Aims:

Haileybury & Imperial Service College aims to

- Ensure Compliance with the School's charitable purposes.
- Set selection criteria and procedures that are fair to all applicants and consistent with this charitable purpose.
- Identify applicants whose abilities and values appear to match the ethos and standards of the College and whose personal qualities suggest they have the potential to contribute sufficiently to the school community and who will benefit from the many opportunities on offer at Haileybury.

Entry

There are three main points of entry to the College; Lower School 1 (Year 7), Removes (Year 9) and the Lower Sixth (Year 12). In addition to this we sometimes admit pupils into Lower School 2 (Year 8) and into Middles (Year 10) space permitting.

In the Lower School (Years 7 - 8) both boarders and day pupils are admitted. Day pupils have the option to try 'flexi boarding' (subject to space availability) in Lower School. Flexi boarding means that pupils board regularly for one or more specified nights per week on a termly basis. Lower School children are allocated to a Main School House by the Head of Lower School and the Registrar at the end of Lower School 2.

In the Main School (Years 9 - 13), the majority of pupils at Haileybury, board and the College is committed to the boarding ethos. Day pupils are admitted on the basis that they are expected to participate in the full life of the College and to understand that they have chosen to attend what is primarily a boarding school. We admit day pupils into the Removes although this number can vary depending upon the level of applications.

There are twelve houses in the Main School from Removes (Year 9) upwards; seven houses for boys and five for girls. Parents of Removes entrants are welcome to express a first and second choice of house but the College reserves the right to allocate pupils to Houses according to availability and in order to have balanced year groups within each House. Association with a House, such as family and sibling connections are taken into consideration. Following admission, pupils can only change House in very exceptional circumstances and at the discretion of the Master.

To matriculate from Fifths (Year 11) to the Lower Sixth, pupils must obtain a minimum of six different (I) GCSE subjects at Grade B or Level 6 (new GCSE Grading Structure) and above.

Haileybury's policy is to show sympathy to applications from siblings in order that, where this is their wish, parents may have their sons and daughters educated at the same school. Within this general statement, it remains important that siblings are able to both cope and meet the requirements of an academically selective school.

Registration

Families are warmly invited to visit Haileybury to get a real impression of everyday life at the College. Parents may register their children at any age and are requested to send a copy of the child's current school report if the child is two years or less away from entry. Haileybury will continue to take applications for as long as places are available. The registration of a child as a prospective pupil does not secure a place at Haileybury but does ensure that a child will be considered for selection as a pupil to the College.

11+ Entry into Lower School 1 (Year 7)

For entry into Lower School 1 (Year 7) we admit up to seventy pupils join each year.

Entry is by competitive examination using the College's own tests in Mathematics, English, and an online Verbal and Non-Verbal Reasoning Assessment. The entrance examination takes place in November of a candidate's Year 6. All applicants are interviewed and interviews are arranged on or near to the day of the assessment. In assessing applications a judgement is made as to the individual candidate's potential. The report and reference from the Head of their current school is taken into account as are other talents, for instance in the areas of music, art and sport.

13+ Entry into Removes (Year 9)

For entry into Removes (Year 9), we admit up to seventy five pupils each year. The main entry examinations (The Main Exams) are in the January of a candidate's Year 7. For children in Prep Schools, Haileybury offers an earlier entrance procedure (The Early Tests), which involves candidates taking the entrance examinations in the January of their Year 6 for a confirmed deferred place for Year 9.

The Main Exams are held in the January of the candidate's Year 7. Haileybury will continue to accept registrations and make offers for as long as places are available.

Entry is by competitive examination using the College's own entrance criteria:

- Successfully passing our entrance exams in Mathematics, English, online Verbal and Non-Verbal Reasoning Assessment.
- a successful interview at Haileybury
- a satisfactory report and reference from a candidate's current school.

Early test and main exam candidates are invited during the Spring Term of their Year 8 to view up to three Houses at our Open House Morning. The Registrar will invite parents to state a first and second preference and while every effort is made to accommodate House preferences, it is not always possible. We reserve the right to allocate Houses in order to create a balance of pupils within the House year groups.

Entry into Middles (Year 10)

Entry into Middles (Year 10) is dependent upon space being available. Entry is by the College's own examinations in Mathematics, English, Verbal Reasoning and Non-Verbal Reasoning, together with a satisfactory report and reference from their current school and an interview at Haileybury. There is no choice of Boarding House at this point of entry.

16+ Entry into the Lower Sixth (Year 12)

Candidates are welcome to apply for entry to the Haileybury Sixth Form either to study for A Levels or the International Baccalaureate Diploma.

In the first instance, candidates are requested to provide a school report to the Registrar. Successful candidates are then invited to Register and visit Haileybury. Examinations are taken at Haileybury in November of the year prior to entry. Candidates will be interviewed and tested in English, Mathematics, Verbal Reasoning and Non-Verbal Reasoning. Overseas pupils may be permitted to sit the papers at their current school or an alternative venue such as offices of the British Council only if they have visited Haileybury for their interview prior to the examination date and it is impossible for them to attend Haileybury on the examination date. This is at the discretion of the Registrar.

Unconditional offers are made in December to all candidates based on the November examination results, successful interview, satisfactory current school report and school reference. There is no choice of Boarding House at this point of entry.

Scholarships

We welcome applications from candidates at 11+, 13+ and 16+ for a range of scholarships. Entries are encouraged from candidates who demonstrate excellence, talent, outstanding achievement and promise.

A Haileybury Scholarship typically carries a fee remission and successful applicants gain enormously from the additional opportunities and enrichment programmes our Scholars experience. In exceptional circumstances, Haileybury can offer a 30% fee remission for an outstanding candidate. Scholarships are awarded on merit and are not means tested.

At 11+ entry, Haileybury offers Academic, Music, Sport and All Rounder (Drama, Art, Sport & Music) Scholarships.

At 13+ and 16+ entry, Haileybury offers Academic, Drama (13+ only), Music, Sport and Art and/or Design Technology Scholarships.

A Scholarship will normally be held for the duration of a pupil's career at Haileybury, subject to the pupil continuing to meet the standards expected of Scholars.

Depending on individual circumstances, a Scholarship and Bursary can run concurrently in the case of a Scholar requiring financial assistance.

Honorary Scholarships

Honorary Academic Scholarships can be awarded to existing Haileyburians at the discretion of the Master in recognition of a pupil's contribution to the School to those moving from Lower School 1 (Year 7) to Lower School 2 (Year 8), from Lower School 2 into Removes (Year 9) and for those moving from Removes (Year 9) to Middles (Year 10).

Honorary Academic, Sport and Music Scholarships are awarded to pupils moving from Lower School 2 (Year 8) into Removes (Year 9) and to pupils in Fifths (Year 11) as they move into Lower Sixth (Year 12).

Honorary Academic Scholarships are also awarded to new entrants with high I/GCSE or IBO Middle Year Programme results.

These awards do not carry a fee remission. Pupils receive an award of book tokens and are admitted into the College's Enrichment groups.

Means Tested Sibling Discount

Means tested sibling discounts are available and if awarded they are applied to the lower fee and only during school years when a family has more than one child attending Haileybury.

Bursaries

Bursaries are offered to make it possible for talented pupils or those in significant pastoral need, whose parents could not otherwise afford the fees to benefit from an education at Haileybury.

Financial assistance is based on means-testing the household income and assets using a standard formula widely used within the independent sector and may include a home visit. Parents are required to make a written statement to support their application. Bursary applications should be submitted prior to the entrance examination dates. Requests received for bursarial assistance after this may be considered but available funding will be restricted.

The number of awards made in any one year will vary according to the quality and circumstances of candidates and the availability of funds. All bursaries are reviewed annually.

Equal treatment

We welcome children from many different ethnic groups, background and creeds. Human rights and freedom are respected but must be balanced with the lawful needs and rules of our school community and the rights and freedoms of others. All candidates for admission will be treated equally, irrespective of their or their parents' race, colour, language, religion, political or other opinion, national or social origin.

As a Christian foundation, we expect all of our pupils to attend chapel and assemblies which are an integral part of school life and all parents must be sympathetic with the schools' aims and policies.

Special Educational Needs and Disability

We will continue to do all that is reasonable to ensure that the School's culture, policies and procedures are such that the educational opportunities at Haileybury are made accessible to children with special educational needs and disabilities. When a disability or special educational need is made known to us we will consult with parents and make reasonable adjustments to our admissions procedures to enable a pupil to satisfy our admission requirements. Haileybury has made very considerable adjustments to its buildings and facilities to provide access to the School for those who are disabled. For further information please consult Haileybury's Learning Support Policy, available on the College website.

Disclosures

Parents or guardians must disclose, as soon as possible, any known or suspected circumstances relating to their children's health, disabilities, learning or behavioural difficulties. Where an applicant has an established, pre-existing learning difficulty (e.g. dyslexia or dyspraxia) parents should explain this at the time of application so that the needs of the child can be discussed. Educational Psychologist reports should be provided before any entry tests are sat. This is firstly so that access arrangements can be clarified and discussion of appropriate support can take place; and secondly to ensure that a child's needs can be reasonably met before an offer of a place is made.

Updated Educational Psychologist reports should be provided to the school if they are completed after the entrance tests have been taken.

Applicants from outside the EEA

Haileybury and Imperial Service College encourages boarders from overseas and currently approximately 20% of the College's population is from overseas. International boarders are welcome to join the college from the age of 11.

- (a) Overseas pupils who are citizens of countries in the European Economic Area or of Switzerland do not require visas to study in the United Kingdom
- (b) Haileybury College is licensed by the United Kingdom Visas and Immigration organisation to sponsor pupils who are nationals of countries outside of the EEA or Switzerland.
- (c) The College will issue a Confirmation of Acceptance or Studies (CAS) reference number to each pupil requiring a visa, once he or she has formally accepted their offer of a place to study at Haileybury College. The college will issue the CAS number 3 months before the course start date and once all documentation and payments have been received. Please note that it is not possible to submit an application for a Tier 4 student visa more than 3 months in advance of the Course Start Date.
- (d) A pupil requiring a visa to study at Haileybury College should apply through the Tier 4 Child student visa route and only at the sole discretion of the school will a CAS for a Tier 4 General student be issued.
- (e) The College will only sponsor boarding pupils through the Tier 4 route and offers of a place will not be made to nationals outside of the EEA and Switzerland who wish to attend as day pupils.
- (f) It is the responsibility of the pupil requiring a visa and of his or her parents to apply to the United Kingdom Visa & Immigration agency for a visa at the appropriate time and with the correct documentation. The parents must inform Haileybury College that an application has been submitted and ensure that Haileybury College is kept up to date on the progress during the visa application process.
- (g) Haileybury College will at all times, comply with the rules, responsibilities and procedures in accordance with the United Kingdom Visas and Immigration organisation and its duties as a licensed sponsor.
- (h) All overseas pupils are required to have a guardian over the age of 25 years old, resident in mainland UK who is prepared to be responsible for that pupil should an emergency situation occur and also to provide accommodation and

care during EXEAT weekends and holidays as required. The Guardian will be asked to sign a declaration to demonstrate that they understand their responsibilities and duties towards the pupil. A Guardian is needed to act for the pupil in an emergency throughout the duration of a pupil's studies at Hailebury, even if that pupil reaches 18 years of age whilst still studying at the . *For further information on Guardianship please refer to our Guardianship Policy.*

- (i) Pupils who hold Tier 1 or Tier 2 visas to support their studies in the United Kingdom, must provide copies of these to the Admissions Team at the application stage, before an offer of a place can be made.

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