



## ADMISSIONS POLICY

This policy applies across the whole school including the Early Years Foundation Stage (EYFS).

Newcastle School for Boys is an independent school for boys from ages 3 to 18. The School has approximately 405 pupils. Deciding on the right school for your son is very important, and we believe that a personal visit is invaluable. We very much hope that you and your son will visit Newcastle School for Boys. We hold a number of open events during 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 sons at other times. Please contact the School's admissions manager on 0191 255 9303 or e-mail [admissions@newcastleschool.co.uk](mailto:admissions@newcastleschool.co.uk) to arrange a visit.

### The entry procedure

Newcastle School for Boys is an academically selective school. Selection is based upon academic merit which is assessed through entrance assessments, an interview at the School, references from the applicant's current or most recent school and any other relevant information.

Our selection process is designed to identify boys who are able to access the School's curriculum successfully, to benefit from our balanced and well-rounded education and to make a positive contribution towards the life of the School.

The School's **Registration form** is available on the School's website and from the admissions manager or either of the school offices

### Junior School

The usual points of entry are from three years of age (Nursery), four years of age (Reception) and at seven years of age (Year 3) although there may be places at other ages. Please contact the admissions manager for details.

Newcastle School for Boys is registered as a Provider with Newcastle City Council to offer free Early Years' Entitlement for three- and four-year olds. Boys will be entitled to the first fifteen hours per week free of charge (without any conditions of access or charges) from the term after their third birthday until the term after their fifth birthday. The School also offers 30 hours per week free of charge to eligible families based upon the government's entitlement guidelines. For further information on this, please contact the Bursar on 0191 255 9300 or email [bursar@newcastleschool.co.uk](mailto:bursar@newcastleschool.co.uk)

## Senior School

The usual points of entry are (11+) Year 7, (13+) Year 9 and (16+) Year 12. The School may also have places at other ages. Please contact the admissions manager for details.

## Equal treatment

Newcastle School for Boys aims to encourage applications from candidates with as diverse a range of backgrounds as possible. This enriches our community and is vital in preparing our boys 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.

Newcastle School for Boys is committed to equal treatment for all, regardless of a candidate's race, ethnicity, religion, disability, gender reassignment, sexual orientation or social background. The School's provision for bursaries is described below.

## Special educational needs

Newcastle School for Boys does not unlawfully discriminate in any way regarding entry. The School welcomes boys with disabilities and/or special educational needs, providing that we can offer them any support that they require and cater for any additional needs, and that our site can accommodate them.

We strongly advise parents of children with special educational needs or physical or mental disabilities to discuss their son's requirements with the School before he sits the entrance assessments so that we can make adequate provision can be made for him.

Parents should provide full details of any history of medical conditions or educational needs supported by, for example a copy of an educational psychologist's report or a medical report if they have one. Failure to notify the School of a known disability and/or special educational need or medical condition prior to the offer of a place may result in the offer of a boy's place or the place being subsequently withdrawn.

The School will discuss thoroughly with parents and, if appropriate, their son's medical advisers, the adjustments that can be reasonably made for their son if he becomes a pupil at the School.

## The assessment process

There is a registration fee of £50 to cover the costs of the assessment process. The fee should be submitted with the application but in any event before the boy is assessed.

The aim of the process is to identify potential. Newcastle School for Boys is looking for well-rounded boys with a genuine interest in learning and, with interests that stretch beyond the confines of the academic curriculum. The School provides significant opportunities in sport, music and other co-curricular areas, all of which are important in developing boys and young men of excellent character.

No specific preparation for the entrance tests is needed. All applicants start on an equal footing, with identical opportunities to display their academic aptitude and co-curricular skills.

Assessment for Nursery and Reception is based on observing informal activities in small groups.

Boys wishing to enter Year 1 and 2 will be asked to complete age-appropriate tasks in Maths and English within the classroom setting.

Boys applying for entry into Years 3 to 11 will need to satisfy the School of their ability to cope with its academic standards. According to their age, applicants will sit assessment papers in English, Maths and reasoning and may have a short, informal interview with the Headmaster or another senior member of staff.

Candidates for entry at 16+ sit the CAT4 adaptive aptitude test and a written general studies-type paper. They may also be required to sit subject-specific assessments. The offer of places into Year 12 is conditional upon a candidate achieving a minimum of five GCSE passes at grade 5 (or their equivalent) including Maths and English (Language). It is generally recommended that all applicants achieve a minimum of grade 6 or 7 in subjects proposed for study at AS and/or A level.

In order to assess suitability for admission and/or to ensure the School is as fully informed as possible about boys joining the School, a written reference or reports will be required from previous schools as appropriate. Additionally, as is common, all new joiners' previous schools are written to in confidence in relation to any pastoral or safeguarding concerns.

The dates for the assessment process for entry into Years 3, 7, 9 and sixth form are published on our website. We may offer places to candidates from our waiting list after the closing date for acceptance of places.

### **Sibling policy**

Most brothers join us at Newcastle School for Boys. 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 or a place in the required year group is not available.

## Scholarships

Scholarships are available for entry into Years 7, 9 and the Sixth Form in the Senior School and for entry into Year 3 in the Junior School. Awards may be made at other points of entry at the discretion of the Headmaster and the governors.

In the Senior School, scholarships are awarded for academic, all-round, sporting, music, choral, artistic or dramatic excellence. They are awarded until the end of Year 11. Further scholarships are offered for entry into Year 12 and these awards will remain in place for Years 12 and 13.

Junior School awards are for academic ability and/or choral excellence. Academic awards are awarded to the end of Year 6 at which point, it is possible to apply for a Senior School award. Choral awards are awarded to the end of Year 8 at which point, it is possible to apply for a Senior School award, e.g. music.

A scholarship may be withdrawn in accordance with the terms upon which such award is made or in accordance with the School's *Terms and conditions*.

### Purpose of scholarships

Scholarships are designed to reward excellence and to celebrate exceptional talent. In recognition of this, a scholar (other than choral scholars) is offered up to a 50% reduction in the fees.

Parents are asked to indicate on the *Registration form* whether they wish to apply for a scholarship. Details of the arrangements will be sent to all who express an interest.

The School encourages parents of scholars who anticipate that they will experience difficulty in meeting the balance of the tuition fees, to apply, on registration of their son, for one of the School's means-tested bursaries described below.

### Junior School scholarship assessments

All boys will sit papers in English, Mathematics and reasoning as well as attending a short interview.

**Choral scholarships** are awarded to outstanding singers who sing with exceptional ability or who display the potential to do so. Choral scholars will be expected to demonstrate enthusiasm and commitment to school music and to the role of chorister at Newcastle Cathedral, throughout their tenure of the award. Choral scholars will be awarded a £500 annual remission on school fees to be used towards the cost of additional music tuition.

Boys applying for choral scholarships will undergo an audition with the Director of Music at Newcastle Cathedral, the Senior School subject leader for Music and the Junior School music co-ordinator.

## Senior School scholarship assessments

Candidates who apply for academic and all-rounder scholarships sit papers in English, Mathematics and reasoning as well as attending a short interview. Academic scholars are selected from the most outstanding performers in the entrance assessments.

Boys applying for an **all-rounder scholarship** should bring a small portfolio of evidence to demonstrate their participation in a number of activities that might include sport, art, music, drama as well as any other activity in which they participate either in or out of school.

Boys sitting for **sports and/or performance/expressive arts scholarships** will sit papers in English, Mathematics and reasoning as well as attending a short interview and undertake an assessment specific to their chosen area of scholarship application as set out below.

**Sports scholarships** are awarded to outstanding, all-round sportsmen who have achieved and/or display potential for a high level of competence in one or more sports. Sports scholars will be expected to make a contribution to the sporting life of the School throughout their time at the School.

Boys applying for a sports scholarship will be observed performing in a variety of skills and fitness tasks. They will then be asked to discuss these, along with their sporting achievements and ambitions during a short interview with the Director of Sport or another member of the School's PE, Games or coaching staff. It is helpful if all sports scholarship applicants can provide a resume of their sporting achievements to date.

Sports scholarships will only be awarded to candidates who have met the rest of the School's relevant entry requirements.

**Art scholarships** are awarded to outstanding artists who have achieved and/or display potential for a high level of competence in one or more art forms. Art scholars will be expected to make a contribution to the artistic life of the School throughout their time at the School.

Boys applying for an art scholarship should bring examples of work demonstrating their drawing, painting and/or design skills and will be asked to discuss their work with the Senior School subject leader for Art and undertake a short practical session.

Art scholarships will only be awarded to candidates who have met the rest of the School's relevant entry requirements.

**Music scholarships** are awarded to outstanding musicians who play any instrument or sing with exceptional ability. Music scholars will be expected to demonstrate enthusiasm for and commitment to music and will be expected to contribute to the musical life of the School throughout their time at the School.

Boys applying for a music scholarship should bring any examination certificates (practical and/or theory) and evidence of concerts in which they have performed. They will be asked to demonstrate their knowledge of music theory and musical ability by playing for the Senior School subject leader for Music two chosen pieces on one or more instruments as well as being asked to sight read a short piece.

Music scholarships will only be awarded to candidates who have met the rest of the School's relevant entry requirements.

**Choral scholarships** are awarded to outstanding singers who sing with exceptional ability or who display the potential to do so. Choral scholars will be expected to demonstrate enthusiasm and commitment to school music and to the role of chorister at Newcastle Cathedral throughout their tenure of the award.

Boys applying for choral scholarships will undergo an audition with the Director of Music at Newcastle Cathedral, the Senior School subject leader for Music and/or the Junior School music co-ordinator.

Choral scholarships will only be awarded to candidates who have met the rest of the School's relevant entry requirements.

**Drama scholarships** are awarded to outstanding performers who have achieved and/or display potential for a high level of competence in drama. Drama scholars will be expected to make a contribution to the dramatic life of the School throughout their time at the School.

Boys applying for a drama scholarship should bring evidence of participation in any drama productions and be prepared to perform a chosen piece, for example a poem or speech from a play. They will also be asked to talk about plays they have seen or been involved in and asked to read an unseen piece or perform a short, improvised piece of drama.

Drama scholarships will only be awarded to candidates who have met the rest of the School's relevant entry requirements.

### **Bursaries**

Newcastle School for Boys' bursary programme is generous and is designed to make it possible for as many as possible of those who meet the School's entry criteria to take up a place. The School offers means-tested awards annually to entrants into Year 3 and above, where the parents have indicated on the **Registration form** that they require financial support. Bursaries are means-tested in accordance with the criteria published on the School's website and available by contacting the Bursar on 0191 255 9300 or by email via [bursar@newcastleschool.co.uk](mailto:bursar@newcastleschool.co.uk) 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 full fee remission in cases of proven need.

Bursaries are always offered for 12 months at a time. The family is required to provide fresh information about its circumstances for each year that their son attends the School. Levels of support may vary with fluctuations in income.

Bursaries are generally only available to families who are resident in the UK.

The School's expectation is that parents who do not choose to apply for a bursary at the time that their child is being assessed will not require financial support throughout the time that their child attends the School, except in wholly unforeseen circumstances.

Further information on our bursary scheme can be found on our website or can be obtained from the Bursar or admissions manager.

A bursary may be withdrawn in accordance with the terms upon which such award is made or in accordance with the School's *Terms and conditions*.

### Overseas applicants

We welcome overseas applicants who can study at Newcastle School for Boys provided that they have a relative or legal guardian living in the UK with whom they can stay.

### Tier 4 student (child) visa sponsorship

The School is able to offer visa sponsorship for those boys wishing to apply for a Tier 4 student (child) visa to study in the UK.

Boys of a non-British or European Union (EU) nationality will be required to evidence their right to remain and study in the UK, be it indefinite leave to remain or as a dependant of a parent in the UK on a Tier 1 or 2 visa.

Those wishing to study at Newcastle School for Boys on a Tier 4 visa should state so on their *Registration form*. Boys may be assessed for entry at the School or at their current school. If an offer of a place is given, a non-refundable £500 deposit will be required along with the parents' acceptance of the place. Once accepted, the School will be in touch to make arrangements to raise a Confirmation of Studies (CAS) letter in support of the boy's visa application.

### Fluency in English

All boys applying to the School will be asked to state their first language. Where a boy's first language is one other than English, applicants seeking entry into Years 7 and above will be asked to sit an additional English as an Additional Language (EAL) assessment as part of the entry process.

Applicants seeking entry into Year 6 or below will not need to sit a formal assessment. However, their level of English language will be determined through the general assessment process.

The School will use these assessments to identify whether a boy would need EAL tuition to access the curriculum successfully. The assessment will determine one of the following four outcomes for each applicant:

- i. does not require any EAL tuition
- ii. requires a small amount of EAL tuition to access the curriculum successfully
- iii. requires a significant amount of EAL tuition to access the curriculum successfully
- iv. his English is not of a level that, even with additional tuition, an offer can be made for a place at the School.

The level of EAL tuition will be set and reviewed on a termly basis. At the end of each term, each boy in receipt of EAL tuition will be reassessed to establish the level of tuition required for the following term.

Additional fees are payable in respect of EAL tuition.

### **Religious beliefs**

Newcastle School for Boys welcome applications from prospective pupils of all faiths and of no faith.

Although Newcastle School for Boys has a broadly Christian ethos, it does not select for entry on the basis of religious belief and, where possible, it offers the opportunity for those of other faiths to practise those faiths.

### **School's terms and conditions**

Copies of 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. They must be completed and returned before a boy can join Newcastle School for Boys.

### **Complaints**

The School's *Complaints procedure* is on the School's website and can be sent to prospective parents on request. The *Complaints procedure* is not available for use by prospective parents.

### **Records and review**

Applicants' details will be held on file with due regard to data protection legislation and the School's *General privacy notice*.



The School will not hold the personal data of you or your child for longer than is necessary for a lawful purpose. This will generally be no more than 12 months following an unsuccessful application, but reasons to retain for longer might include if parents express an interest in the candidate re-applying for any reason 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.

*Headmaster*

*September 2017*

*Reviewed and updated December 2019*