

PANGBOURNE

— A community where you can flourish —

ADMISSIONS POLICY

Author(s)	Head of Admissions
Date created	May 2022
Reviewed by	Head of Admissions
Date of last review	August 2024
Review frequency	Annual
Next review date	August 2025

A Legal Requirement and an ISI Reporting Standard

References:

- A. Education Act 2002
- B. School Standards and Framework Act 1998
- C. The Education (Independent School Standards) (England) Regulations 2010

Admissions Policy

Pangbourne College is an independent day and boarding school for boys and girls aged 11- 18 years. Applications are welcome from pupils and families sympathetic to the Christian ethos of the College irrespective of nationality, race, religion, language and ethnic background.

Entry Procedure

Pangbourne College is a selective school in that we must feel confident in our ability to educate fully any applicant child in line with their potential and in parallel with the advancement of their peers.

Selection is based upon academic merit and character. These are assessed by an entrance assessment, school reports and references, in addition to an interview or observation day at the College. Our selection process is designed to identify pupils who are able to benefit from our balanced and well rounded education and who are likely to make a positive contribution through commitment and good behaviour to the aims, ethos and co-curricular life of the school.

The Head's decision on all admissions is final.

The usual points of entry are at Year 7, Year 9 and Lower Sixth (Year 12). On average we aim to admit 30+ pupils into Year 7, 45+ pupils into Year 9 and 20+ pupils into the Sixth Form (Year 12). We may also have occasional places in other year groups. Please contact the Head of Admissions for details.

Registration

The parents/guardians of all candidates must complete a registration form by the closing date stated in the Key Admissions Dates available on the school website. The registration form must be submitted online and the appropriate fee made by bank transfer. The current non-refundable registration fee for entry is £100 (£150 for candidates living outside the UK). Registration will be confirmed by email and details relating to the entrance process will be provided by the Admissions Team at the appropriate time.

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. Means tested bursaries are offered in order to make it possible for as many as possible who meet the school's admission criteria to attend the College (See Bursary Policy for full details).

Pangbourne College is committed to equal treatment for all, regardless of a candidate's race, ethnicity, disability, sexual orientation, gender identity or social background.

Special Educational Needs

We do not discriminate in any way regarding entry. We welcome pupils with special educational needs, providing they are deemed capable of succeeding within the academic framework of the College and our Learning Support Department can offer them the support that they require.

The College is aware of the need for access for the physically disabled. We continue to review and improve our existing facilities to ensure that our responsibilities are met (see SENDA – Improving Access Policy for full details).

We advise parents of children with special educational needs or physical disabilities to discuss their child's requirements with Pangbourne College before they take the entrance assessment so that we can make adequate provision for them. Parents must provide, at the point of registering their child, a copy of an Educational Health Care Plan (EHCP), Educational Psychologist's report or a medical report to support their request, for example for extra time or other special arrangements. Failure to do so may result in the College not being able to make the appropriate access arrangements.

We will discuss thoroughly with parents and, if appropriate, their current school or medical advisers the adjustments that can be reasonably made for a child if they become a pupil at the school. Should an Educational Health Care Plan (EHCP) be in place for a child this must be shared with the College as it will stipulate the support that must be provided by the College. 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 reserve the right to decline a place at the School.

The Assessment Process

The aim of the process is to identify potential. We are looking for well-rounded pupils with a genuine interest in learning in the broadest sense of the word, with interests that extend beyond the confines of the academic curriculum. Pangbourne College has strong traditions in music, drama, art and sport and encourages the development of confidence, leadership and teamwork.

No specific preparation for the entrance tests is required. All candidates start on an equal footing, with identical opportunities to display their academic aptitude and, where appropriate, co-curricular skills. An individual's performance in the entrance test remains confidential and the College will not enter into a dialogue or provide details about individual performance.

Entrance for all pupils to Year 9 and below is via computer-based assessment tests taken either at the College (Year 7) or at a pupil's current school (Year 9), a review of up to date school reports and a Head's reference, and observation in group activities.

Entrance to pupils to Year 10 includes a computer-based test, a review of up to date school reports and a Head's reference, and an interview.

Sixth Form candidates complete a computer-based assessment in addition to an interview. Offers of places are conditional upon the achievement of five passes at GCSE (minimum grade 4, but candidates should observe the specific grades required to access certain subjects at A Level) including English Language and Mathematics, or the equivalent from abroad (see Overseas applicants below)

Details of the dates for the assessment process are available from the Head of Admissions and on the College's website.

Siblings

Pangbourne College recognises and greatly values families and the enduring relationships that can be built. Where a sibling is judged to meet the College's entrance criteria, they will normally be given priority for a place over other candidates. However, siblings are subject to the standard College application procedures and must register for a place within the appropriate time frame.

Most siblings join the College at Year 7, Year 9 or in Lower Sixth. 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

Pangbourne College offers Scholarships in recognition of excellence and to celebrate exceptional talent. Scholarships do not carry fee remittance, however, certain disciplines carry a financial component: for example, Music Scholarships cover the cost of additional music lessons on up to two instruments. Full details of the Scholarship programme are available from the Head of Admissions or on the College's website.

We encourage parents of scholars who anticipate that they will experience difficulty in meeting the balance of the tuition fees to apply at the same time for one of the school's means-tested bursaries described below. This should be completed in line with the timeline for the pupil's entry point as detailed on the website.

Provided the pupil's behaviour, conduct, effort and dedication in their area of excellence is maintained, Year 7 Scholarships are held for two years, Year 9 Scholarships/Exhibitions are held for three years and Year 12 Scholarships/Exhibitions are held for two years. Scholarships must be applied for again as a pupil moves into Year 9 and/or Year 12.

Bursaries

The Governors invite applications for means-tested bursaries from families who could not otherwise afford the fees. Parents are asked to indicate their interest in applying for a bursary on the registration form. Those parents who indicate an interest are required to complete a bursary application form at the appropriate time and submit this with full supporting documentation by the advised closing date. Full details are available from the Bursary, application forms and a copy of the Bursary policy are available on the College's Website.

Non UK-based Applicants

We welcome students from outside the UK, provided that they have a relative or legal guardian living in the UK with whom they can stay for some weekends.

Overseas pupils are expected to complete a course of study such as the two year GCSE programme or two year, pre-university programmes. Only exceptionally are overseas pupils offered a short term programme (2 terms minimum).

International pupils are offered places on the basis of recent school reports, computer-based tests in English and Mathematics and an interview (remotely, where appropriate).

Tuition in English as an Additional Language can be arranged at the expense of the parents. However, before entry, pupils will be expected to demonstrate a sufficient and appropriate level of English Language skill so as to allow them to advance in their studies.

Religious Beliefs

Although Pangbourne College has a Christian tradition, we do not select for entry on the basis of religious belief, and we seek to offer the opportunity for those of other recognised faiths to practise their own beliefs. However, parents should be aware that all pupils are expected to attend whole school community events eg. Head's Assembly in Chapel, College Sundays and annual events like the Carol Service and Founders' Day Service.

College's Contractual Terms and Conditions

Copies are on the school's website and will be made available to parents as part of the admissions process. By signing an acceptance form, parents are confirming that they have read and will be bound by these terms and conditions, including periods of notice required should they decide to withdraw their child or change his/her boarding status.

Records and Review

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

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 1 year following an unsuccessful application, but reasons to retain for longer might include: if the 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.