

# QUEEN'S COLLEGE, LONDON



## **Admissions**

*POLICY DOCUMENT*

## **Admissions and Admissions Policy**

### **INTRODUCTION**

Queen's College is an academically selective secondary school, and girls are admitted by the Principal on the basis of written assessments, interview, and references given by any previous school(s) of the College's choosing. It should be noted that pupils from Queen's College Preparatory School and girls with a family connection to Queen's (eg a sister currently at the College) have to gain entry on their own merit; there is no automatic right of entry. However, when choosing between candidates who have performed at a similar level in any entrance tests taken, special consideration may be given to:

- a candidate's performance at interview
- their likely contribution to the co-curricular life of the College (drama, music, sport etc)
- an applicant's age within their year-group
- whether or not they have been specifically prepared for the entrance tests
- an applicant who, if admitted, would attend the College concurrently with a sister

### **EQUAL TREATMENT**

The aim of Queen's College is to encourage applications from girls with as diverse a range of backgrounds as possible. This enriches our community and is vital in preparing our pupils for their adult lives. Generous bursaries are offered in order to make it possible for as many as possible who meet the College's admissions criteria to join the school. Queen's College is committed to equal treatment for all, regardless of a candidate's race, ethnicity, religion, disability, sexual orientation or social background. The College's provision for bursaries is described below.

### **SPECIAL NEEDS**

Queen's College does not discriminate in any way regarding entry. The College welcomes pupils with special educational needs providing that its Learning Support department can offer them the support that they require. We welcome pupils with disabilities provided that our site can accommodate them. However, we strongly advise parents of children with special educational needs or physical or mental disabilities to discuss their daughter's requirements with us before she sits our entrance examinations so that the College can make adequate provision for her. Parents should provide a copy of an educational psychologist's report or

a medical report if they have one. The College will discuss thoroughly with parents and their medical advisers the adjustments that can reasonably be made for the child if she becomes a pupil at the school.

### **POINTS OF ENTRY**

The main points of entry to Queen's College are at 11+ (entry into Year 7) and 16+ (entry into Year 12). There may be occasional places available at other points, but girls are never admitted into Year 13 and only very rarely into Year 11.

### **ADMISSIONS PROCEDURES**

The Registrar is responsible for application procedures, registering applicants and arranging assessments and interviews. Procedures vary according to the point of entry:

- for entry at 11+ the procedures of the North London Independent Girls' Schools Consortium are followed. The Consortium code of practice, deadlines, and sample examinations in English and Mathematics are all available on the Admissions area of the College website. The College interviews all applicants, usually before the English and Mathematics examinations which are sat in the January preceding entry. Academic, Art and Music Scholarships are offered as part of the 11+ entry process. All applicants are considered for academic scholarships, while for Art and Music scholarships there is an additional assessment for candidates who have performed well in the written examination and who have indicated that they would like to be considered. Full details are available on the Admissions area of the College website. Offers are sent to parents in accordance with Consortium arrangements. The College does however reserve the right to refuse to admit applicants at any point during the Consortium process if all places have been filled.
- the College does not allow a girl to sit the 11+ entry process on more than one occasion. An applicant who has been unsuccessful at 11+ is however welcome to apply at 12+ or later if places are available (see below).
- for entry at 12+, 13+ or 14+, the College requires applicants to sit entrance tests in, as a minimum, English, Mathematics and French (or another modern foreign language, if appropriate). Candidates who are successful in these tests will be invited to interview. No scholarships are awarded at these entry points.
- for entry at 16+ candidates are interviewed by the Head of the Senior College, and in some circumstances a written test may be set. Parents will be required to meet with the Principal in person to discuss their daughter's application. Reports and GCSE predictions are requested from an applicant's current school. Offers are usually made soon after

interview and once references have been received, conditional on gaining a minimum achievement of 50 points at GCSE (A\*=8, A=7, B=6, C=5, D or below does not score), with at least B's in the subjects to be studied at A-level, and at least grade C in English and Mathematics. Higher requirements may be set at the discretion of the College. Academic, Art and Music Scholarships are offered as part of the 16+ entry process for those who sit the relevant tests and assessments in November before the September of entry. While it is expected that existing Queen's Year 11 pupils will progress into the sixth form, this is not automatic, but is dependent on previous good conduct and on meeting the published GCSE requirements.

### **BURSARIES**

Means-tested bursaries, up to a value of 100% remission of fees, may also be given on entry to the College. An application for a bursary should be submitted with the application to the College and, in the case of an 11+ applicant, by 30 November in the year before entry. Where there are more eligible applications than available bursaries, preference will normally be given to applicants with the strongest academic potential.