



Admissions Policy

Introduction and Aims

Trinity School (hereafter referred to as 'the School') is academically selective and offers places to applicants whose ability and attitude is in keeping with the School's ethos and academic tradition. The admissions procedure is intended to provide a fair means of assessment to all applicants who wish to gain access to Trinity. The School does not discriminate against any applicant on grounds of ethnic origin, religious persuasion, sexual orientation or disability.

For external applicants, entrance 10+, 11+, 13+ is based on the following information:

- Entrance examination results
- A reference from the applicant's current school
- Admissions interview.

For external applicants, entrance into the Sixth Form is based on the following information:

- Entrance examination results
- GCSE results – the normal minimum entry requirement for 16+ candidates is six A/A* or 7/8/9 (under the new GCSE grading system) grades
- Most recent full written report

Entrance into the Sixth Form is not automatic for pupils currently at the School. To progress into the Lower Sixth, pupils must have demonstrated an excellent attitude towards their academic studies in the Lower and Middle School, and have achieved:

- At least four A grades (grade 7 or above) in their GCSE examinations
- The individual subject entry requirements for their chosen subjects

Information on the admissions process, including relevant dates, is updated each year and can be found in the admissions section of the School's website, or by contacting the Admissions Registrar.

Entry Points

Trinity's usual points of entry are 10+, 11+, 13+ and 16+. Under special circumstances pupils may join at other ages, provided a place is available.

Applications

The dates of the entrance examinations are given on the **Key Dates** page in the admissions section of the website, but will usually be in January for 10+, 11+ and 13+ entry, and in November for Sixth Form entry.

The closing date for all applications for entry in September is usually by the end of the preceding November. Late applications are permitted under special circumstances and incur an additional administration fee.

Entrance Examinations

The following papers are set:

10+, 11+, 13+

- English Comprehension and Essay - 1 hour
- Mathematics - 1 hour
- Verbal Reasoning test - 1 hour

These papers bear in mind the National Curriculum, and sample questions for English and Mathematics may be obtained from the Admissions Registrar.

Sixth Form entry: 3 written papers of 30 minutes each, two in subjects of the candidate's choice and one general paper

Candidates who receive offers will then be required to achieve six A*/A or 7/8/9 (under the new grading system) grades at GCSE.

Interviews

10+, 11+, 13+: Boys who are successful in the entrance examinations are invited to Trinity for entrance interviews, which are the final stage in the selection process. Interviews will take place shortly after the entrance examinations.

All applicants are interviewed for 15-30 minutes and the interview will concentrate on their strengths at school and their interests. Candidates are asked to bring a *small* sample of their school work, or an object of interest, to act as the starting point for discussion. This could be written work, art or something made at school or home.

The extracurricular interests of candidates may have some bearing on selection. This evidence is derived from application forms, references from the pupil's current school and the admissions interviews.

Sixth Form entry: candidates will have 3 interviews, two in subjects of their choice (but not the same as their written papers) and one general interview.

References

An up to date reference or school report is requested from the current school of all applicants prior to the entrance examinations. Candidates applying for entry into the Sixth Form will be required to submit their most recent full school report. Parents are also asked to submit along with the application form a copy of a candidate's most recent written school report.

Fees and Fee Remission

All candidates will be charged a non-returnable application fee prior to sitting the entrance examinations. Late applications are permitted under special circumstances and incur an additional administration fee. A deposit is payable on acceptance of a place. This will be retained in full until the pupil leaves, when it will be refunded less any balance owing to the School. Parents who fail to take up their child's place will lose their deposit. Current figures for application fees and deposits can be found on the school website.

There are very few costs which are not covered by the fees. These include lunches, uniform, external examination entry fees, individual music tuition, and part-cost of a small number of excursions away from school. Fees may be paid by monthly direct debit.

Scholarships

Academic scholarships are awarded to candidates who excel in the entrance or GCSE examinations, and/or the subsequent admissions interviews. There is no additional application form as all candidates are automatically considered for an academic scholarship.

Scholarships are also offered in Art, Drama, Design Technology (not for Sixth Form entry), Music and Sport. Applicants seeking entry at 10+/11+/13+ will be required to submit supporting references and evidence on an additional application form. The level of performance during a practical assessment is then considered in determining whether an award is made. An exception is made in Art, where applicants are required to submit a portfolio of their work.

The awards are made without regard to parental income and are worth a percentage of the school fees, up to a maximum possible 50%. The scholarship will remain throughout a pupil's school career provided he or she maintains the expected standards. In distributing scholarship funds the school aims to recognise the abilities and potential of the most talented applicants across all entry levels. The number and value of awards for each entry age group therefore varies from year to year. Even if a Whitgift Foundation Bursary has been awarded, a scholarship may also be given

Bursaries

Usually parents whose family income is less than approximately £70,000 a year (exact figures are available direct from the Whitgift Foundation) may apply for a bursary (an income-related fee reduction). There is a generous but limited annual budget for bursaries and they are awarded on the basis of performance in the entrance examinations and interviews for those who qualify in terms of their income. Successful bursary applicants may also be entitled to some remission of the deposit fee.

Bursary assessment forms should be completed before the entrance examination is taken. The Clerk to the Whitgift Foundation calculates the bursary award. The Whitgift Foundation publishes an additional policy for its employees.

Offers of Places

Offers of 10+, 11+ and 13+ places are likely to be posted to parents in early February, in accordance with an 11+ agreement between Trinity Group schools. Parents will be asked to reply within a few days. If parents need to hear before this date, perhaps because they have been made an offer by a non-Trinity Group school and are being pressed for a definitive reply, they should contact the Admissions Registrar. Offers of 16+ places for September entry will be posted to parents in the preceding December.

Siblings and Relatives

The School welcomes applications from siblings of current and previous pupils as well as the children and other relatives of past pupils. However, candidates will be expected to comply with all aspects of the admissions process including deadlines and meeting the academic criteria which apply to all other applicants.

Special Educational Needs and Disabilities

The School endeavours to make reasonable adjustments to the admissions procedures to enable disabled and other special needs candidates to compete for a place at the School without disadvantage.

Parents are asked to contact the Registrar to discuss adjustments which might reasonably be made to meet their child's specific needs. If necessary, a meeting will be arranged at school to discuss provision for the candidate's needs throughout the admissions process and, presuming a successful outcome to the application, during the pupil's subsequent time at the School. While the School attempts to meet the costs of all reasonable adjustments, it reserves the right to charge for additional services.

Where an applicant has an existing statement of special educational needs or an Education, Health and Care Plan (EHCP), a meeting will always take place prior to the entrance examination between the School and the applicants' parents, and – if appropriate – with the relevant education authority. All such cases are dealt with on an individual basis, and the purpose of such meetings is to establish whether the School best meets the needs of that particular pupil.

Candidates with learning needs may be allowed additional time in the entrance examinations, at the discretion of the Registrar. Documentary evidence, such as a current Educational Psychologist's report and an Individual Education Plan from the applicant's current school, should be submitted to the school before the closing date for applications.

Admission Criteria

The school will only make the offer a place if there is a place available. In order to be considered for admission to the School applicants must meet the following criteria:

- Be able to attend School on a regular basis
- Be of sufficient maturity and appropriate age to participate in all aspects of School life
- For entrance at 10+, 11+ or 13+: be supported by a strong recommendation from the Head of their current school in terms of academic achievement, motivation and co-curricular involvement
- For entrance to Sixth Form: be appropriately supported by their most recent full written report
- Perform strongly in the entrance examinations and interviews relative to other applicants
- If English is not their first language, applicants must demonstrate a satisfactory level of spoken and written English in order that they can engage and participate fully in all aspects of School life
- Where English is not the first language of parents, there are suitable arrangements in place to ensure that the School can communicate effectively with them.
- Any learning difficulties or special needs have been identified to the School by the parents and the School can meet the needs
- All fees due at the applicant's present school have been paid
- Where an applicant's family is not resident in the UK, an appropriate guardian has been arranged.

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