

Status	Regulatory
Applies to:	Whole School
SLT Reviewer:	RN
Committee Monitor:	Education



Admissions Policy

Independent Day and Boarding School for Girls and Boys
aged 3 to 18 years

Stover School

March 2008
Last Reviewed October 2018

Contents

1. INTRODUCTION
2. THE ENTRY PROCEDURE
3. EQUAL TREATMENT
4. SPECIAL NEEDS
5. THE ASSESSMENT PROCESS
6. SIBLING POLICY
7. SCHOLARSHIPS
8. BURSARIES
9. OVERSEAS APPLICANTS
10. SCHOOL'S CONTRACTUAL TERMS & CONDITIONS
11. COMPLAINTS

1 Introduction

Stover School is a co-educational independent school for boarding and day pupils, aged between 3 and 18 years. The School is located in the foothills of Dartmoor, between Newton Abbot and Bovey Tracey.

Deciding on the right school for your child is an incredibly important and involving process. We believe that a successful choice is fundamentally based on a “goodness of fit” between the overarching ethos and educational approach of the school and the pupil and family concerned. We hold a number of open events during the year which give a general introduction to the school. Details are published on our website.

Following this, we provide a bespoke personal visit to the school and then a taster day or series of taster days for your child. These visits are an integral part of our admission process. Please contact, the school’s Registrar, on 01626 354505 or email registrar@stover.co.uk to arrange a visit.

2 The Entry Procedure

Stover School does not select children on the basis of academic entry papers. Our selection process is designed to identify pupils who are able to benefit from our balanced and well rounded education and to make a positive contribution towards the life of the school.

Stover School comprises a Nursery School, a Preparatory School and a Senior School. The Nursery administers the Early Years Entitlement and is registered to accept a maximum of 24 children at any one session from the age of three years, with a ratio of 1 adult to 8 children.

The usual points of entry in the Preparatory School are the Reception Class (aged 4+), and in the Senior School, Year 7 (11+) and Year 12 (16+). However, in practice, there is demand for places at other points. If places are available, the school can be flexible enough to accommodate this. The pupil’s integration, both educationally and pastorally, will then be fully supported by the staff and pupils of the School. Please contact the Registrar for details.

Applicants for admission should register as early as possible in the academic year proceeding the desired September admission point. (Please contact the school Registrar for the registration documentation).

3 Equal Treatment

Stover School encourages applications from candidates with as diverse a range of backgrounds as possible. This enriches our community and is essential to fully develop essential life skills in our pupils, which in turn prepares them for today’s world. Bursaries are offered with a view to making it possible for as many children as possible who meet the School’s admission criteria to attend the School.

Stover School is committed to equal treatment for all, regardless of a candidate's sex, race, ethnicity, religion, disability, sexual orientation or social background. The School's provision for bursaries is described in section 8 and in more detail in the Bursaries policy, which is available on request from the school Bursar (pjenkins@stover.co.uk).

4 Special Needs

Stover School does not discriminate in any way regarding entry for pupils who require learning support provisions. The School 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 require parents of children with special educational needs or physical or mental disabilities to discuss their child's requirements with the Head, Registrar and the Head of Learning Support to ensure that the school can make adequate provision for him/her. Parents should provide a copy of any related documentation, an educational psychologist's report or a medical report if they have one. The school will discuss thoroughly with parents and their medical advisers the adjustments that can reasonably be made for the child if he/she becomes a pupil at the school.

5 The Assessment Process

The aim of the assessment process is to identify potential. Stover School seeks to admit well-rounded pupils with a genuine interest in education in the broadest sense of the word, with interests that stretch beyond the confines of the academic curriculum. As well as academic achievement, the school has strong traditions in music, drama, art, outdoor pursuits and sport. There are many extra-curricular activities, all of which are important in developing a well-balanced, confident individual.

Our admissions procedure consists of four key elements:

- 5.1. A tour of the school, usually conducted by our pupils
- 5.2. A parental meeting conducted by the Headmaster or if unavailable, a member of the Leadership Team
- 5.3. A taster day or series of taster days, from which the staff concerned will provide feedback to the Leadership Team.
- 5.4. A copy of the last full written report from the pupil's previous school (and associated learning support or disability information and assessments, if applicable)
- 5.5. If English is not the candidate's first language, as is often the case with overseas students applying to board at the school, we aim to cover the same four elements, but but usually by administering:
 - 5.5.1 An English test
 - 5.5.2 A Skype interview with the Headmaster
 - 5.5.3 A series of subject specific tests

We also ask for a copy of the latest School report and an agent's report/recommendation.

- 5.6 **Entry points:** These procedures apply at the three main points of entry: 4+, 11+ and 16+, as well as to candidates entering at other times, into year groups where there are spaces.
- 5.7 **Current School Information:** Parents are asked to provide a copy of the pupil's last written report. We will ask the current school to complete an overview that will give an indication of the candidate's academic ability, attitude and behaviour, involvement in the school community, talents and interest, and any other special circumstances such as safeguarding concerns, special education needs, or disabilities.
- 5.8 **Candidate's age:** Occasionally, we may offer places to pupils one year ahead or behind their standard year group, if we consider, as a matter of professional judgement, that this would be in the best interests of the pupil and the School.
- 5.9 **Disability Assessments:** In any of these cases, we may request further information such as a medical certificate or educational psychologist's report and any associated correspondence or details from the pupil's current school (including samples of work) or any family history, as we consider necessary to make a fair assessment.
- 5.10 **Disclosures:** Parents must as soon as possible disclose any particular known or suspected circumstances relating to their child's health, allergies, disabilities or learning difficulties.
- 5.11 **Additional factors:** When the School is oversubscribed, and we have to decide between two or more candidates who meet our admission requirements after all appropriate allowances and special consideration has been given, we may give preference to:
- a) A child who already has a brother/sister in the School or whose parent is a former pupil at the school;
 - b) A child whose parent is a current member of Stover School staff;
 - c) A child with a particular skill, talent or aptitude.

6 Sibling Policy

Most siblings join us at Stover School. However, admission is not automatic and there may be occasions where the School judges that a sibling is likely to thrive better in a different academic environment.

7 Scholarships

Stover School offers the following scholarships:

- Academic
- Music
- Sport
- Arts (fine art, drama or dance)

Purpose of Scholarships

Scholarships are designed to reward excellence and to celebrate exceptional talent. In recognition of this achievement, the scholar is offered a reduction in the fees for a designated time at Stover School. 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. Candidates must be registered with the School to be entered for a scholarship.

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 a means-tested bursary, when they register their child.

Full details of all scholarships are in the Stover School's Scholarship booklet which is available from the Registrar and on the website.

8 Bursaries

Stover School's bursary programme is designed to make it possible for as many as possible of those who meet the entry criteria to take up a place here. The School offers means-tested awards to entrants at the usual points of entry, where the parents have indicated on the registration form that they require financial support. Both parents are required to provide proof of their income and assets. The level of support varies according to parental need.

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

The School's practice is to allocate its entire available bursary funding on entry. 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.

Our bursary policy can be obtained from the school Bursar, Mr Patrick Jenkins (pjenkins@stover.co.uk)

9 Overseas Applicants

Stover School has the facility to accommodate approximately fifty boarders and overseas pupils are welcome to apply for these places. Such pupils must have an educational guardian living in the UK with whom he/she can stay in cases of emergency and for some of the shorter holidays.

Fluency in English

In order to cope with the academic and social demands of the school, pupils must be competent English speakers. Ideally pupils should have been educated in the English medium for at least one year before coming to the school. Tuition in English as an Additional Language (EAL) can be arranged at the parent's expense.

Religious Beliefs

Although Stover School has Christian roots, the school does not select for entry on the basis of religious belief, and it offers the opportunity for non Christians to practise their own faiths.

10 School's Contractual Terms & Conditions

Copies of the School's contract with parents are made available as part of the admissions process and are also available from the School Bursar.

11 Complaints

The school hopes that parents and pupils do not have any complaints about the School's admissions process; but copies of the School's complaints procedure can be sent to parents on request. The Complaints Procedure is also available on the School's website.