PRAESTAT OPES SAPIENTIA

HAMPTON SCHOOL

Admissions Policy

This policy can be made available in large print or other accessible formats as required.

Contents:

1. Introduction 2
2. Special Educational Needs and Disability 3
3. Bursaries and Scholarships 3
4. Entry Points 4
5. Admissions Procedures 5
6. Applications from Non-British Nationals 5
7. Entry at 11+ (First Year/National Curriculum Year 7) 5
8. Entry at 13+ (Third Year/National Curriculum Year 9) 6
9. Year 7 Assessments (12+ for Third Year/National Curriculum Year 9 entry) 6
10. Entry from Hampton Prep School: Assured Place Scheme 6
11. Sixth Form Entry (16+) 7
12. Admission during the year or in unusual circumstances 7
13. Interviews 8
14. The pre-conditions for admission 8
15. The academic criteria for selection for the School 8
16. Complaints 9
17. Records and review 9

Date updated	May 2025	Date ratified	June 2025
Date of next review	May 2026	Reason for review	Annual review

1. Introduction

1.1 Hampton School (the School) is an academically selective day school for boys aged 11-19 and maintains an all-round approach to education. Selection is based upon academic merit, which is assessed in a number of ways. The selection process is designed to identify pupils who are able to benefit from the distinctive education offered at Hampton and to make a positive contribution to the life of the School.

1.2 The Headmaster is responsible for admissions and the operation of this policy.

1.3 The aims of this policy are:

1.3.1 To ensure compliance with the Hampton School Trust's charitable purposes

1.3.2 To set selection criteria and procedures that are consistent with those charitable purposes and fair to all applicants

1.3.3 To identify applicants whose academic and other abilities appear to match the ethos and standards of the School, and whose personal qualities suggest they have the potential to contribute sufficiently to the School community and to benefit from the many opportunities offered at Hampton.

1.4 The Governing Body of the Hampton School Trust (the Trust) reviews the School's admissions procedures and selection criteria regularly. A Governor of the Trust audits admissions procedures annually.

1.5 The School aims not to discriminate unlawfully and all applicants will be treated equally irrespective of their, or their parents', skin colour, race, nationality or ethnic or national origin, religion or belief, disability, sexual orientation, gender assignment, political or other opinion, or socio-economic group.

1.6 The School's admissions procedures, and its Admissions Policy, are implemented in line with the Equality Act 2010 and reviewed annually by members of the School's Senior Leadership Team (SLT) and the Governors of the School.

This policy has been written with regard to the following documentation, each of which is available from the School, either through the website or on request (bursary@hamptonschool.org.uk):

- Disability Discrimination Policy
- Accessibility Plan
- Special Educational Needs and Disability Policy
- English as an Additional Language Policy
- Guidance on Bursaries
- Admissions - Further Information booklet (Hampton School - Admissions Further Information

2. Special Educational Needs and Disability

2.1 The School is inclusive and welcomes applicants with disabilities and special educational needs, promoting a positive culture towards their inclusion. The School will not treat such applicants less favourably on these grounds. The School will do all that is reasonable to comply with its legal and moral responsibilities under the Equality Act 2010 and the Special Educational Needs and Disability Code of Practice 2015 in order to accommodate the needs of applicants who have disabilities or needs for which, with reasonable adjustments, the School can cater adequately.

2.2 The School must be made aware of any known disability or special educational need that may affect a child's ability to participate in the admissions process. Parents or guardians of an applicant who has any such disability or special educational need are asked to disclose full written details during the admissions process. All relevant information must be provided to the Admissions Office at least eight weeks before attending an entrance assessment at the School. Additional information may be requested.

2.3 The School needs this information so that, in the case of any applicant with a disability or special educational need, staff can assess these and where possible take reasonable steps to make sure the School can provide adequately for them throughout the admission process (including at interview, on attendance at the School and during the entrance assessment, as appropriate).

2.4 The School will consult with parents or guardians about the adjustments that can reasonably be made for the applicant both during the admission process and later as a pupil, should the offer of a place be made.

2.5 The School will do all that is reasonable to ensure that the information and application procedure is accessible for disabled applicants and will make such reasonable adjustments as necessary. Similarly, if special educational needs or a disability become apparent after a place at the School has been accepted, the School will consult with the parents about adjustments that can reasonably be made in order to allow the pupil to continue at the School.

2.6 There may be exceptional circumstances in which the School is not able to offer a place for reasons relating to a child's disability or special educational needs. For example, if, despite reasonable adjustments, the School feels 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, the School reserves the right to decline a place at the School.

3. Bursaries and Scholarships

3.1 The School welcomes applications from boys whose families cannot fund fees in full or in part. Hampton School awards Bursaries and Fitzwygram Foundation-funded Scholarships, both of which are means-tested. The School also awards non-means-tested Hampton Scholarships. A pupil may hold both a Bursary and a Hampton Scholarship. All awards are offered after consideration of an applicant's academic merit as seen in the entrance assessments, interview and current school report.

3.1.1 **Hampton School Bursaries**. Bursary awards are means-tested on the basis of the financial circumstances of the applicant's family. The Admissions Office and the Bursar are able to advise parents considering an application for a bursary in advance of their application. Please see the School's 'Guidance on Bursaries' document, which is available upon request. Bursaries may be for up to 100% of the cost of the tuition fees. The School also awards Hampton Free Places which cover 100% of the cost of the tuition fees and additional financial assistance with other School related costs (e.g. coach travel, lunches and uniform).

3.1.2 **Fitzwygram Foundation Scholarships**. The Fitzwygram Foundation, an independent charity, provides funds to offer means-tested free places at the School. Fitzwygram Foundation Scholarships are subject to means testing of the financial circumstances of the applicant's family. Fitzwygram Scholars receive 100% fee remissions and additional financial assistance with other reasonable costs (e.g. coach travel, lunches, uniform). Boys who meet the academic and other entry criteria and also meet the means criteria for a 100% bursary will automatically be considered by the Foundation for the grant of a Fitzwygram Foundation Scholarship.

3.1.3 **Hampton School Scholarships.** These awards recognise an applicant's outstanding performance in the School's formal entrance assessments, including in the field to which their Scholarship relates. The School currently offers the following Scholarships: Academic, Art, Chess, Choral (11+ entry only), Music, Performing Arts and Sport.

Scholarships are not means-tested. They are awarded on merit and may involve remission of a percentage of annual tuition fees. Please see the School website for further information and guidance on Hampton School Scholarship awards.

3.2 Every Bursary, Scholarship or any other award is a discretionary privilege and is subject to terms and conditions, most notably the requirement for pupils to apply themselves fully to realise the benefit of the award. For further information, please see the School's Terms and Conditions, the School's Scholarships and Bursaries Conditions of Award and the School's Guidance on Bursaries copies of which can be obtained from the Admissions Office.

4. Entry Points

4.1 The usual entry points are 11+, 13+ and Sixth Form (16+). However, an offer of a place at another entry point may be made entirely at the School's discretion, and only if the School has capacity. An offer of a place is not transferable from one entry point to another.

4.2 For the purposes of entry, an applicant's age is calculated according to UK custom. The School does not rigidly apply the 1 September birthday watershed for determining the applicant's eligibility for entry, but an applicant whose birthday falls after 1 September in the academic year of entry will need to demonstrate that they are of sufficient maturity to cope with the academic and social demands of the School (at the relevant entry point).

4.3 Occasionally, an applicant may have fallen behind in their education (e.g. due to illness or time spent living abroad). In such cases, the School may offer a place in a Year Group lower than the applicant's age would normally imply.

5. Admissions Procedures

5.1 Visitors' Mornings and Afternoons take place throughout the School year and an Open Morning is held each September. Parents or guardians of prospective applicants are encouraged to attend these events (which include a tour of the School and the opportunity to meet with pupils and senior members of staff) prior to applying for admission in order to assess the suitability of the School for the prospective applicant.

5.2 Parents or guardians of all applicants for all years must complete a Registration Form and pay the appropriate Registration Fee. The Registration Fee is set as a payment towards the costs incurred by the School in administering the admissions process before the offer of a place is made. It is non-refundable, irrespective of whether or not the registered child attends the external entrance assessments.

5.3 All relevant dates for the admissions timetable are shown on the School website and in the Admissions' 'Further Information' booklet published on the School website.

6. Applications from Non-British Nationals

6.1 The School welcomes applications from all non-British nationals who are, or who will be, lawfully resident in the United Kingdom prior to the commencement of their studies. Parents must apply to the Home Office for confirmation of an Acceptance of Studies certificate (CAS) as the School is unable to do so. Please note that the School is not licensed to sponsor student visas or able to assist with visa sponsorship. All non-British national applicants will therefore need to be a dependent on a parent's visa (e.g. work). Questions around eligibility or visa types should be directed to the Home Office.

7. Entry at 11+ (First Year/National Curriculum Year 7)

7.1 Boys are required to sit the School's 11+ entrance assessments while they are in Year 6. These assessments comprise the following written papers:
Mathematics, English - Creative Writing & Comprehension, Words and Reasoning.

A report will also be requested from the Head of the applicant's current school.

7.2 Alternatively, boys in Year 5 may apply for a 10+ Advance Place for 11+ entry. Applicants are required to sit the School's 10+ entrance assessments while they are in Year 5. These assessments comprise the following written papers:
Mathematics and English - Creative Writing.

7.3 The 11+ and 10+ entrance assessments are designed using similar principles but are produced to suit the specific age group.

7.4 Applicants who perform sufficiently well in the 11+ entrance assessments and/or 10+ Advance Place entrance assessments will be invited to interview.

7.5 Applicants who reject or are not offered an Advance Place in Year 5 may sit the 11+ assessments afresh when they are in Year 6. Applicants who accept an Advance Place need take no further assessment for entry at 11+ but may, if they so wish, sit the 11+ assessments for the purposes of application for a Scholarship award, Fitzwygram Foundation Scholarship or Bursary.

7.6 Applicants who are not successful in the 10+ or 11+ assessments are not eligible to sit the 13+ assessments for entry at 13+.

8. Entry at 13+ (Third Year/National Curriculum Year 9)

8.1 Boys are required to sit the School's 13+ written assessments in Year 6. These assessments are the same in structure to the entrance assessments for entry at 11+ (see above). A report will be requested from the Head of the applicant's current school.

8.2 Applicants who perform sufficiently well in the 13+ written assessments in Year 6 will be invited to interview. Offers of 13+ places are made in the expectation that the applicant will continue to attend their Prep School until the end of Year 8. Offers are conditional upon receipt of a final Prep School report showing that appropriate levels of effort, academic attainment and conduct have continued since the offer of a place at Hampton was made.

8.3 Applicants who are not successful in the 13+ assessments in Year 6 cannot be considered for 11+ entry.

8.4 Offers made for 13+ entry are not transferable from one entry point to another.

9. Year 7 Assessments (12+ for Third Year/National Curriculum Year 9 entry)

9.1 If an applicant is unsuccessful in the Year 6 assessments for 13+ entry, they may sit again completely afresh the following year. The Year 7 (12+) assessments are also open to new applicants who have not previously been involved in the School's entrance assessments.

9.2 The Year 7 assessment process is similar in structure to the Year 6 assessment.

9.3 Offers of 13+ places are made in the expectation that the applicant will continue to attend their Prep School until the end of Year 8. Offers are conditional upon receipt of a final Prep School report showing that appropriate levels of effort, academic attainment and conduct have continued since the offer of a place at Hampton was made.

10. Entry from Hampton Prep School: Assured Place Scheme

10.1 Pupils at Hampton Pre-Prep & Prep School are eligible for consideration for an Assured Place at Hampton School from Year 2 onwards. If awarded, an Assured Place enables them to transfer to Hampton School at the end of Year 6. The Hampton Prep Headmaster provides the Assured Places Panel with results of nationally standardised academic assessments conducted at Hampton Prep. A report is also provided on each eligible pupil’s academic and all-round potential, and behaviour. Pupils at Hampton Prep School who do not qualify for an Assured Place in Year 2 are eligible for consideration for an Assured Place from Year 3 until the end of Year 5.

10.2 Pupils entering Hampton Pre-Prep & Prep School from Year 3 onwards are also eligible to be considered for an Assured Place at Hampton School, which enables them to transfer to Hampton School at the end of Year 6. The assessment for an Assured Place is carried out at Hampton Prep School and a report on good behaviour and academic motivation from the applicant’s current school will be sought where appropriate.

10.3 The offer of an Assured Place is conditional upon the applicant attending Hampton Prep School until the end of Year 6. If an applicant leaves Hampton Prep School before the end of Year 6 for any reason, the offer of an Assured Place will be withdrawn.

10.4 Boys at Hampton Prep School who have not been awarded an Assured Place by the end of Year 5 may sit Hampton School's 11+ entrance assessments (see above).

10.5 Boys who are awarded an Assured Place must sit the Hampton School 11+ entrance assessment in Year 6 if they wish to be considered for a Bursary or Scholarship.

10.6 If a boy fails to maintain a suitable level of effort, attainment or conduct over a prolonged period following the offer of an Assured Place, the Hampton Prep Headmaster may recommend to The Headmaster that the offer of an Assured Place should be withdrawn.

11. Sixth Form Entry (16+)

11.1 We welcome external applications for the Sixth Form at 16+. Places are awarded subject to availability and upon a candidate meeting the criteria detailed below.

11.2 Applicants are required to provide a one-page personal statement. This should outline their reasons for applying to join Hampton School, give an indication of their future academic and all-round aspirations, and explain the contribution they would make to the Hampton School community. A copy of the applicant's most recent school report and details of predicted I/GCSE grades are also required.

11.3 The School will request a reference (covering all-round interests and achievements, conduct and academic potential, including the applicant's predicted grades at I/GCSE) from the Head of the applicant's current school.

11.4 Applicants are required to sit an online aptitude test and a short question paper in each of the subjects they wish to study in the Hampton Sixth Form.

11.5 Applicants who perform well in the entrance assessments and whose reference is acceptable to the School will be invited to interview. All candidates will have subject specific interviews, which are academic in nature, together with at least one non-subject specific interview, which will assess the general qualities and attributes of the candidate.

11.6 Applicants who are successful in the admissions process will receive an unconditional offer but will be expected to achieve I/GCSE grades broadly in line with that which a typical Hampton Fifth Year (Year 11) pupil will be expected to achieve. I/GCSE grades 8 or 9 are generally required in all subjects which the candidate wishes to study in the Hampton Sixth Form.

11.7 Overseas applicants who have not followed I/GCSE specifications will need to demonstrate an appropriate level of knowledge and understanding in the subjects they wish to study in the Hampton Sixth Form. They may be required to undertake additional written assessments.

12. Admission during the year or in unusual circumstances

12.1 Applications for entry during the academic year are considered at the discretion of The Headmaster, subject to the School having capacity. If applications are considered, they will be considered in accordance with the School's usual criteria.

12.2 A copy of the applicant's latest school report will be requested and they will be asked to attend for assessments and an interview.

13. Interviews

13.1 The interview for entry at any stage is only part of the selection criteria.

13.2 The aim of the interview will be to explore the academic capabilities of the applicant, their all-round interests, their maturity and comprehension and their 'fit' with the values and ethos of the School.

14. The pre-conditions for admission

14.1 The applicant is of the appropriate age and sufficient maturity;

14.2 The School is able to provide adequately for any learning difficulty or special educational needs (if any) the applicant may have, making reasonable adjustments where necessary;

14.3 The School, having made reasonable adjustments, has the capacity to accommodate any disability the applicant may have;

14.4 The present school reports satisfactory attitudes and conduct on the part of parents or guardians and the applicant;

14.5 Fees (if applicable) at the applicant's present school have been paid to the best of Hampton School's knowledge;

14.6 The applicant has the legal right to live and study in the UK; and

14.7 Following entry to the School, the applicant will reside during term time within a reasonable daily travelling distance from the School with their parents or responsible adult (or in the case of those aged 16-18 with an authorised education guardian).

15. The academic criteria for selection for the School

15.1 For external applicants, success in the relevant entrance assessments;

15.2 A positive confidential reference from the applicant's present school;

15.3 For external applicants, a satisfactory interview at the School;

15.4 For Hampton Prep School applicants, being judged suitable for progression to Hampton School by continuous assessment of their academic and all-round potential, and by success in the entrance assessments, as required; and

15.5 Commitment to the School's academic, co-curricular, pastoral and educational ethos as set out by the School's aims and ethos.

15.6 Subject to the requirements of Section 14 above, preference will be afforded to applicants who demonstrate special aptitudes or skills. The School is looking for intellectually strong and well-rounded pupils and those with talent in sport, music and the Arts, and for pupils who will benefit from the educational provision the School offers and contribute to School life. Decisions regarding the offer of places, Hampton School Bursaries, Fitzwygram Foundation Scholarships and Hampton School Scholarships are made by the Admissions Committee.

16. Withdrawal of a place prior to entry

16.1 Where the School is concerned that there has not been honest disclosure about a matter pertinent to a candidate's application, for example if fees are outstanding at a previous school, the School reserves the right to withdraw the offer of a place.

17. Complaints

17.1 The School's Admissions Committee exists to ensure efficient, effective and consistent procedures in the admission of pupils to the School. The Admissions Committee meets regularly and comprises the Head of Admissions, The Headmaster and members of the School's Senior Leadership Team.

17.2 The School's Complaints Procedure is available on the School website. The Complaints Procedure is not available to prospective parents. Should a prospective parent have a concern, this should be raised with the Admissions Office in the first instance.

18. Records and review

18.1 Applicants' details will be held on file with due regard to data protection legislation and the School's Privacy Notice and Records Management Policy. The School will not hold the personal data of an applicant or parent for longer than is necessary for a lawful purpose.