



Admissions Policy 2020-21

This policy applies to the whole school including our EYFS

GDST Statement on Admissions

The GDST is committed to equal opportunities in education. Admissions to GDST schools will adhere to the GDST's Equal Opportunities Policy.

The GDST is firmly committed to offering a single-sex education for girls. In our experience, students in girls' schools are less constrained in their choice of subjects, show a greater propensity to take risks and innovate, perform better in examinations, have more opportunities to show leadership, and are less likely to conform to gender stereotypes. For these reasons, GDST parents and students choose a predominately single-sex environment over other available options.

GDST schools are broadly selective. Places are offered to prospective pupils on the basis of their potential to thrive in the educational environment provided.

Admission is usually dependent on achieving an acceptable standard in an assessment or examination appropriate to the age group and academic pace of the school. Such examinations and assessments are expected to be free of bias, and due consideration will be given to individual needs and prior educational experience in making any decision on the offer of a place.

The final decision regarding admissions rests with the Head, who reserves the right to decline to offer a place on grounds other than academic potential (e.g. a pupil's record at a previous school).

Within these guidelines schools may determine their own admissions policies, which will set out their individual selection criteria.

Each GDST school sets out in its registration the age range of students it is legally allowed to make provision for. Major age range changes are subject to approval by Council. Admission will last until the student completes Year 13 unless the parent contract comes to an end sooner.

In all circumstances, including where a receipt is required for visa purposes, a parent contract (form F7) must be fully completed and submitted to the Fees Department, together with confirmation of the deposit payment (form F30), before the pupil can join the school.

NGHS Admissions Policy

Nottingham Girls' High School (NGHS) is an independent day school for girls. It is part of the Girls' Day School Trust (GDST), the largest educational charity in the country with twenty-three schools and two academies. NGHS offers a rich academic education and a broad extra-curricular programme for girls aged from 3 to 18.

Pupils are admitted to all year groups in the Infant and Junior School and to years 7, 8, 9, 10 and 12 in the Senior School every September. However, we will consider applications made at any time during the year if places are available within the entry year group.

We are committed to equal opportunities in education. No pupil at, or applicant to, the School receives more, or less, favourable treatment on grounds of race, nationality, colour, ethnic or national origin, religion or creed.

We seek to admit pupils whom we consider to be capable of benefiting from the education provided at the School and of contributing fully to the life of the School, and who have the level of intelligence and the personal attributes to flourish in this environment.

Our concern is to act in a girl's best interests and to foster good relations with parents and guardians.

Central Admissions

The process of admissions for both the Junior School and the Senior School is managed by Central Admissions.

Key Dates

Each year we publish the entrance assessment dates, along with details of our open days and events. Letters offering places also give a deadline for acceptance.

Applications are only accepted on the School's application form. A non-refundable registration fee of £50 (£100 for international candidates) is payable to the School on application, and a deposit of £500 (£1000 for international candidates) is payable on acceptance of a place.

Accessibility

In accordance with our equal opportunities policy, the School will make reasonable adjustments to the admissions process for a particular pupil and, where applicable, to the School's provision for specific learning needs in so far as these can be met given the nature and character of the School. Parents should contact Central Admissions to discuss any special arrangements which would be required in respect of the assessment process.

Assessment

Admission is dependent on achieving an acceptable standard in an assessment or examination appropriate to the applicant's age group and academic pace of the school, as well as the availability of places.

Due consideration is given to a candidate's educational background in assessing a pupil's achievement of an acceptable standard and to maximising access for pupils for whom the School can add value.

Entrance assessments are conducted at the School. In exceptional circumstances, assessment may be taken in the girl's own school with an approved invigilator. In such cases we issue guidelines to the school on the procedure.

We do not publish past papers.

Girls are offered places at NGHS on the basis of successful performance in our entrance assessments. We do not operate any quota system. Priority is not given to pupils with siblings.

Entry into Nursery

Girls may join the Nursery as soon as they turn 3 years of age. Prior to this they are invited to attend a 'Stay and Play' session. They will be observed by the nursery staff who informally assess social and developmental skills. Parents are invited to meet the Head of Junior School.

Entry into Reception

Girls are invited to join one of our current Reception classes for a 'Ready for School' session. This will include a variety of learning activities to informally assess social and developmental skills. Parents are invited to meet the Head of Junior School.

Entry into Years 1-6

Girls are invited to spend a day in class with the appropriate year group. The day will include class-based learning tests and some specialist assessments in Maths and English.

Entry into Years 7, 8, 9 and 10

Candidates are asked to complete papers in English, Mathematics and Verbal Reasoning. They are normally also required to attend an interview.

Entry to the Senior School from NGHS Junior School

Pupils automatically progress from Year 6 to Year 7 unless we have reason to believe that they are unlikely to succeed or flourish in the Senior School. Where it is deemed that the pupil is academically unsuited to the Senior School, discussions will be held with parents in Year 5 or earlier to advise them on other options. Year 6 pupils who joined NGHS after the start of Year 5 may be required to sit the Year 7 entrance examination.

Entry to the Sixth Form

Entry criteria are published on our website. We require an average of Grade 6 across eight subjects at GCSE, including English and Mathematics, with Grade 7 in most subjects to be taken at A level.

Entry to the Sixth Form from NGHS Year 11

The entry criteria apply to current as well as prospective pupils. The School will contact the parents of any current pupil about whom there is concern after the mock GCSE examinations.

Scholarships

- All girls applying for 11+ entry are automatically considered for an academic scholarship on the basis of the result of the January entrance examination
- A Sixth Form academic scholarship is awarded based on GCSE results.
- Key Stage 3 Music Scholarships are available to girls joining Year 7 from our Junior School.
- Senior School Music scholarships are available to girls in or joining Year 10 and above.
- A Performing Arts scholarship and a Sports Scholarship are available to girls joining Year 7.

Bursaries

Girls are considered for a bursary if they have submitted the online bursary application form and meet the GDST criteria.

No financial assistance is available for girls in the Junior School. For further information on the GDST Bursary Scheme, please contact Central Admissions.

Key Stage Transfers

As set out in the GDST parent contract (F7), continuity of education is anticipated normally throughout each age range (i.e. the Junior and Senior Schools) and at the key stages of transfer unless in the opinion of the Head, after due deliberation, the pupil will not benefit from continuing to be educated at the school or has not attained a sufficiently high standard of work or behaviour for continuation or for entry to the next stage. Fees in lieu of notice will not be charged in respect of any pupil who has been notified that transfer into the next stage may not be possible.

References and reports

We liaise closely with the pupils' current schools and require the Head of an applicant's school to provide a confidential report. No confirmed place is normally offered until such a report is received. We ask parents and schools to provide any information which will help us to make our decision and then to cater well for each girl. This includes any existing assessment of need for individual support.

Parents considering transferring their daughter from another school must inform the other school of their plans to enter their daughter for our examination and fulfil all financial obligations to that school.

Offers

The decision to admit each pupil is taken by the Head. Each application is carefully considered. In the case of entry to the Sixth Form (Year 12) places are always conditional on attainment of specified GCSE grades.

If a pupil is offered a place for entry for the following September but parents ask to defer entry to a later year, the pupil is normally required to re-sit the examination, in which case a registration fee is payable again. Places cannot normally be held over.

We do not release or publish details of results. Furthermore, parents are not entitled to see the examination scripts as these are exempt from disclosure under Act. GDPR (General Data Protection Regulation)

The offer of a place, or not, is made by letter.

Acceptance

Parents who wish to accept an offer are required to sign an agreement accepting the terms and conditions of the GDST. Parents, or those assuming parental responsibility, are required to sign the parent contract (Form F7) accepting responsibility for the payment of fees even if fees are payable by another party.

This acceptance form refers to a number of school policies which are available on request.

A pupil cannot start until the parent contract has been signed and returned.

Inter GDST school transfer

There is no automatic right of transfer from one GDST school to another; however, the transfer of existing GDST pupils between GDST schools, for example as a result of relocation or the need for boarding facilities, may be arranged.

Any such transfer will be subject to: the availability of a place; and the professional judgment of the school in which a place is being sought of the ability of the pupil concerned to benefit from such a place, given the overall nature of the intake, as cohorts do vary from one school to another and from one year to another.

Fees

Fees are set each year by the GDST and are non-negotiable.

Policy last reviewed: October 2020

Next review: October 2021