



ADMISSIONS POLICY FOR BOYS ENTERING THE COLLEGE FROM THE AGE OF 7 TO 18

Circulation

1. This policy is addressed to prospective parents and pupils and to all members of Dulwich College staff.

Policy statement

2. The aims of this policy are:
 - To ensure compliance with the College's charitable purposes. Dulwich College has a Christian tradition and is a selective school for boys aged 7 – 18 years. The Kindergarten and Infants section of the College, called DUCKS has its own Admissions Policy.
 - From the age of 7+ years to identify and admit boys who will benefit from an academic education and who will contribute to and benefit from the ethos and activities of the College community. We will admit only a boy who has successfully completed the relevant academic assessment and testing process.
 - To ensure that each applicant will have the opportunity to make an informed decision as to whether Dulwich College is the right school for him.

Equal treatment

3. Social diversity is a fundamental component of the College's ethos. Consequently, we welcome boys from different ethnic groups, backgrounds and creeds. Human rights and freedoms are respected, balanced with the lawful needs and rules of the College community and the rights and freedoms of others. All applicants for admission will be treated equally, irrespective of their (or their parents') race, colour or nationality; ethnic or national origin; religion or belief; disability; sexual orientation or gender reassignment.

Bursaries and Scholarships

- 4.1 **Means-tested bursaries:** We aim to offer financial support to candidates who fall into the top 30% of the entrance examination and whose parents' financial circumstances would not allow them to pay full fees. Details of how to apply for a means-tested bursary can be found on the application form.
- 4.2 **Scholarships:** The College awards scholarships to boys who perform to the highest standards in entrance procedures for entry into Years 3, 7 and 9.

- 4.3 It is possible for candidates to be offered both a scholarship and a bursary.
5. **Academic potential:** The academic potential of its applicants is very important to Dulwich College. Consequently, the younger the age of the applicant, the greater will be the emphasis placed upon his academic potential as opposed to current and past achievement.
6. **Transfer to the Upper School:** The College requires that all boys whether, internal or external candidates, seeking to move from Year 11 into Year 12 must attain 14 GCSE points in their GCSE examinations (A*=3, A=2, B=1, C=0 and 9 = 3, 8=3, 7=2, 6=1).
7. **Equality Act:** The College complies with the Equality Act 2010 with regard to its admissions procedures. This includes boys who have parents employed by the College. If a candidate is tutored by a member of the Dulwich College staff for any College entrance examination this is declared by the member of staff. Members of staff who are involved in the setting of any entrance tests are not permitted to tutor boys for entrance examinations. Members of College staff who have boys seeking entry to the College would not be involved in any aspect of the entry process that might in any way compromise its integrity.
8. **Disability and Special Educational Needs:** The College complies with its legal responsibilities under the Equality Act 2010. The College needs to be aware of any known disability or special educational need which may affect a boy's ability to take full advantage of the education provided at the College. Parents of a boy who has any disability or special educational needs should provide the College with full written details at the time of registration, or subsequently, at the latest before attending an entrance test. The College needs this information so that, in the case of any boy with particular needs, we can assess those needs and consult with parents about the adjustments which could reasonably be made to cater adequately for the boy's needs both during the admissions process and if an offer of a place is taken up. Similarly, if special education needs or a disability become apparent after admission, the College will consult with parents about reasonable adjustments that may allow the boy to continue at the College.

Procedures

9. **Summary:** Our admission procedure has up to three elements
- Competitive entry tests;
 - Interviews;
 - References.
10. **Entry points:** The main points of entry to the College are at:

- 7+ into Year 3 in the Junior School and a small number into Years 4, 5 and 6
- 11+ into Year 7 in the Lower School and occasional places in Year 8
- 13+ into Year 9 in the Middle School and a small number into Year 10
- 16+ into Year 12 in the Upper School

Where there are spaces available boys can be admitted into other years, but not normally Year 11 or Year 13.

11. **Assessment and entry tests:** The high academic standards require that candidates for admission undergo rigorous academic assessment and testing. All admissions will be based upon assessments and tests appropriate to the age of each applicant. All test results are confidential to the College. The basic details of the assessment and entry tests are as follows:

- **Year 3:** Formal tests in Mathematics and English and CAT tests (Cognitive Ability Tests). Candidates who perform sufficiently well are then called for an academic interview on a separate day after which offers of places are made to candidates who perform well.
- **Year 7:** Formal tests in Mathematics and English and verbal and non-verbal reasoning tests. Candidates who perform sufficiently well are then called for an academic interview on a separate day after which offers of places are made to candidates who perform well.
- **Year 9:** Formal tests in Mathematics, English and Science and verbal and non-verbal reasoning tests. Candidates who perform sufficiently well are then called for an academic interview on a separate day after which offers of places are made to candidates who perform well.
- **Year 12:** Examination papers, where appropriate, in subjects which candidates are hoping to take at A level and interview. The College requires that each applicant for entry has achieved at least an 'A' grade (or equivalent) in his GCSE examinations. As with internal candidates the College usually requires that all boys internal or seeking to move from Year 11 into Year 12 attain 14 GCSE points in their GCSE examinations (A*=3, A=2, B=1, C=0 and 9 = 3, 8=3, 7=2, 6=1).

12. **References:** After receipt of an application, we will seek a reference from the Head of the candidate's current school, who will be asked, typically, to comment upon academic ability, attitude and behaviour, involvement in the school community, talents and interest, and any other special circumstances such as special education needs, or a disability. Where relevant, the reference request may also ask for the results of tests taken at the school and/or predicted grades at GCSE. Referees will be asked to clarify any outstanding commitments the family might have to the school, financial or otherwise.

13. **Applicant's age:** In exceptional circumstances 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 boy.
14. **Re-applying for entry in Years 7, 9 and 12:** Candidates who apply for yet fail to gain admission into these years may apply to be considered for entry at the next appropriate point of entry. For example, candidates unsuccessful for Year 3 entry can reapply for Year 7.
15. **Special circumstances:** We recognise that an applicant's performance may be affected by particular circumstances, for example:
 - If he is unwell when taking tests or has had a lengthy absence from his school;
 - If there are particular family circumstances such as a recent bereavement;
 - If there is a relevant educational history, for example education outside the British system;
 - If the candidate has a disability or specific learning difficulties.

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 as we consider necessary to make a fair assessment.

16. **EAL (English as an Additional Language):** If English is not the candidate's first language he may sit an EAL paper. Parents of an applicant should liaise with the appropriate admissions team regarding this.
17. **Disclosures:** Particularly in light of paragraph 15 above, parents must as soon as possible disclose any particular known or suspected circumstances relating to their child's health, allergies, disabilities or learning and behavioural difficulties.
18. **Immigration law:** The College is a registered Sponsor with UK Visas and Immigration licensed to support the admission of pupils who are non-EEA nationals. Its conduct during the admissions procedure, including the admissions decision itself, will comply fully with its duties as a licence holder.
19. **The admission decision:** The admission decision will be taken by the Master and will be communicated to each candidate's parent/guardian in writing by him. A separate Bursary Committee will assess bursary awards and advise the Master in this regard. Admission is subject to parents signing the College's Terms and Conditions and paying the appropriate deposit.
20. **Deferred entry:** We do not defer a place offered to a successful applicant.

21. **The integrity of the admissions procedure:** Dulwich College relies on the truthfulness of the information provided by the applicant and his parents/guardians in the course of the application procedure. Where any such information proves to be false and/or deliberately misleading, the College reserves the right to deny the applicant admission or, where a boy has already entered the College, to request that his parents/guardians remove him immediately.
22. **General:** Enquiries about admissions to Dulwich College should be directed to the Registrar or Assistant Registrar for Years 7 and 9, to the Junior School Registrar for Years 3 to 6 and the Upper School Registrar for Year 12. The admissions procedure can be found on our website.
23. **Anti-Bribery:** The Admissions process is subject to the College's Anti-Bribery procedures.