



# Policy

## Admissions Policy

Oakham School is a co-educational fee-paying independent school of about 1050 students aged from 10 to 18. Just over half of students at the School are boarders (full and weekly boarding) with the remainder being day pupils. In the Lower School (Years 6 – 8), transitional boarding (two to five nights a week) is offered as an additional option.

Our main entry points are Year 6, Year 7, Year 9, Year 10 and Year 12, although suitable candidates will be considered for other year groups should a vacancy exist.

Oakham is an academically selective school and admission is based on assessment by entrance tests, interviews and references. When we consider applications, we are looking for academic ability and potential as well as an enthusiasm for co-curricular pursuits and a genuine interest in education in the broadest sense of the word. A student's behaviour and attitude to learning are also important considerations. We seek students who will be able to benefit from the wide array of opportunities that we offer, and to contribute fully to the life of the School.

Prior to any application we strongly encourage visiting in person, from up to 3 years before entry. Open Mornings are held throughout the year and families are asked to book a place in advance if they wish to attend. Individual family visits are also available six days a week (Monday to Friday and Saturday mornings) during term time and can be arranged via the Admissions Office.

## Application Process and Disclosures

Information about the admissions process, assessment dates, scholarship awards, means-tested bursary support and fees can be found on the Oakham School website: [www.oakham.rutland.sch.uk](http://www.oakham.rutland.sch.uk) under the Admissions section, or from the Admissions Office: [admissions@oakham.rutland.sch.uk](mailto:admissions@oakham.rutland.sch.uk) or 01572 758758.

An application must start with registration and parental disclosure of all information which is relevant to the admissions process.

## Siblings

Whilst we make every effort to accommodate siblings, admission is not automatic, and there may be occasions where we judge that a sibling is likely to thrive better in a different academic environment.

## Equal Treatment

Oakham School is a diverse community which promotes equal and respectful treatment of all, including in its admissions process. We consider all applications on their merits, regardless of background. The School complies with its obligations under the Equality Act 2010 and the Children and Families Act 2014.

The School is a Christian Foundation which welcomes pupils whatever their religious beliefs. All pupils are expected to attend Chapel with their House during the week. However, on Sundays, those

committed and practising members of other faiths can practice their faith separately when the boarding community is in the Chapel.

### **Age of Applicants**

Occasionally, we may offer places to students 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 interest of the student and the School. Students who are more than one year ahead or behind their standard year group will not be considered.

### **Offer of a Place and Acceptance**

Parents are informed in writing whether a place is being offered after a student has sat the entrance assessments and been interviewed, and the school reference has been received.

In certain circumstances, an offer may be conditional. In these instances, the offer letter will clearly state the conditions that must be satisfied before entry.

To secure a place that has been offered we require payment of an acceptance deposit and completion of an acceptance form. Parents who do not live in the UK will need to pay an additional deposit.

### **Additional Learning Needs (SEN) and Disabilities**

We welcome applicants with additional learning needs (SEN) and disabilities but must be made aware of any such needs or disabilities at the point of registration. When a disability or additional learning need is made known to us, provided that the additional learning needs or disabilities of the student can be managed within the School's provision, we will consult with parents and make reasonable adjustments to our admissions procedures to enable a pupil, if they are able, to satisfy our admissions requirements. The School is likely to require an appropriately qualified assessor's report or equivalent independent medical report to support the reasonable adjustments being made. The School may also seek details of normal working provision and practices for the student from their current school.

The School's decision on whether it can cater adequately for a student's needs by making reasonable adjustments depends on: whether the adjustment will remove the substantial disadvantage; the cost of the proposed adjustment; the resources available internally or from external providers; the practicability of making the adjustment; health and safety requirements; the interests of other students including those who may be admitted to the School; and the School's charging structures generally.

Parents are required to provide details of any medical condition, health problem or allergy affecting their child; as well as any behavioural, emotional and/or social difficulty, on application to the School. In the event of any change of circumstance between registration and admission, parents must inform the School without delay. The School reserves the right to withdraw an offer should such details be omitted.

Further information on the School's provision for students with additional learning needs (SEN) can be found in our Inclusion Policy.

### **English as an Additional Language (EAL)**

The School welcomes students who speak English as an Additional Language (EAL) but would expect those joining Oakham to have intermediate to advanced English skills as a starting point. Non-native English-speaking applicants sit an age-appropriate assessment to determine what support they need in place to fully access the curriculum at Oakham. EAL tuition is not included in

the school fees and will be charged separately to parents. It may be necessary to drop one or more subjects (usually another language) to accommodate EAL support. The amount of support in place is kept under close review over time between the student's parents and the School.

Further information on the School's provision for students with English as an Additional Language (EAL) can be found in our Inclusion Policy and our EAL Charges and Terms and Conditions.

### **International Students**

Oakham School holds a Home Office licence to sponsor students who will require a Child Student visa to study in the UK. Parents must inform the School at the point of registration if they require the School to sponsor their child's visa. For non-British students who do not require sponsorship by the School, proof of the child's alternative immigration status will be required at registration.

The School will provide a Confirmation of Acceptance for Studies (CAS) on receipt of the necessary information and documentation from parents. The cost of this is £300 per student, which is added to the child's School bill. The responsibility for the visa application and renewal process rests solely with parents.

### **Education Guardianship**

Parents of students at Oakham who are normally resident outside the UK must appoint an Education Guardian for their child in the UK. This is the case for all students, regardless of their nationality.

Parents who are normally resident in the UK but travel overseas on a regular basis during term time will also need to nominate a third party to act in loco parentis in their absence.

The responsibility for appointing an Education Guardian rests solely with parents. This can be either a family member or close family friend, an AEGIS accredited guardianship organisation (the Association for the Education & Guardianship of International Students); [www.aegisuk.net](http://www.aegisuk.net) or a BSA Certified Guardian under the Scheme operated by the Boarding Schools' Association; [www.ukbsa.com/bsa-certified-guardian-scheme](http://www.ukbsa.com/bsa-certified-guardian-scheme).

Guardianship arrangements should be in place before a student starts at Oakham and should remain in place until the point that a student leaves the School, even if they turn 18 prior to this. The School reserves the right to withdraw a place with immediate effect if a student is found not to have an Education Guardian.

### **Progression through the School**

Once students enter, it is the philosophy and aim of the School to see them thrive academically at their level and to see them through their entire schooling until the age of 18. Throughout this time students are expected to engage fully with the curriculum and abide by the School's Rules and Expectations. The School reserves the right to review the place of any student within the School on the grounds of behaviour (see Parental Contract and School Rules and Expectations Policy) and academic progress.

Transition to the Middle School (Year 9), internally from the Lower School is dependent on satisfactory progress as determined by the Headmaster, although it is rare for transfer not to take place. Hurdles are in place for transfer from Year 11 to Year 12, and details of our Upper School entry requirements are available on the School website.

Anna Steiger, Director of Admissions – July 2022

Review Date – July 2023