



SOMERHILL

## **ADMISSIONS POLICY**

**Policy Owner: Admissions Registrar**  
**Reviewed: September 2024**  
**Next review due: September 2025**



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**Somerhill Pre-Prep** is our school for 2.6 to 7 year old girls and boys (Pre-School to Year 2).

**Derwent Lodge** is our Preparatory School for 7 to 11 year old girls (Years 3 to 6).

**Yardley Court** is our Preparatory School for 7 to 13 year old boys (Years 3 to 8).

Somerhill welcomes applications from pupils from all backgrounds who will benefit from the opportunities that our schools provide and will contribute fully and enthusiastically to school life.

The main entry points to Somerhill are:

- Pre-School
- Reception
- Year Three
- Year Seven (Yardley Court)

If places are available, pupils may join any year group, if they successfully complete an age-appropriate taster session or taster day.

Where attendance at a taster session/day may not be possible due to travel constraints, current reports and samples of work will be required. We may also provide online tests and request contact details for current teachers.

## 1. Registration

The admissions process begins with registration, accompanied by a non-refundable registration fee. If a year group is full, registered pupils are placed on a waiting list and informed when a place becomes available. Siblings are prioritised.

In their dealings with pupils and parents, Somerhill will have regard only to the merits, abilities and potential of individuals concerned and not to their gender, colour, ethnic origin, age, socio-economic background, disability, religious or political beliefs, family circumstances or sexual orientation.

### **Pupils with English as a Second or Additional Language**

Pupils applying for admission to Somerhill will be assessed before entry to ascertain their level of English language ability. The school will determine from this assessment, and from information provided by prospective parents, whether the child will be able to access the curriculum with an appropriate level of English language skill. Admission to the school on this basis will be the decision of the Headmaster. If a pupil whose first language is not English is admitted to Somerhill, support will be given to the pupil in line with the Special Educational Needs Policy, should this be necessary.



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Parents are asked to declare information about any learning difficulties, disabilities, or medical conditions at registration in order to help the school plan for the child's needs in advance of their taster day and possible admission to the school. Information regarding ethnicity is collected to assist in the completion of the Department for Education Annual School Census and Independent Schools Council Annual Census.

Applications from pupils with a disability will be considered on an individual basis dependent on the child's ability to access the buildings and curriculum of the school. The school will endeavour to make reasonable changes where practicable within the constraints of a Grade One listed building.

Somerhill admits children who need learning support, provided they can cope with the social and academic expectations of the school.

## **Eligibility Criteria and Progression**

### **Pre-School**

A pupil is eligible for admission to Pre-School from 2 years and 6 months old. Registrations are accepted from birth. They may also apply to enter Pre-School in their Kindergarten year (the academic year before Reception).

Progression from any Pre-School or Early Years Setting to Reception is automatic if a pupil shows satisfactory progress in the seven areas of the Foundation Stage Curriculum.

### **Reception**

Pupils wishing to enter Reception from other Pre-Schools or Early Years settings are required to attend a taster session prior to entry. They are invited to attend an informal session prior to joining. A taster session incurs no obligation on either side.

### **Taster Days**

Pupils wishing to enter Somerhill from other pre-schools or schools are invited to a taster session or full day. Taster days are non-competitive and are designed to assess a pupil's literacy, numeracy, and social skills along with his or her academic potential, within the context of Somerhill's curriculum and the entrance requirements of the senior schools to which our pupils transfer. During the taster day the pupil will join their current year group cohort. They also give the pupil an opportunity to have a brief experience of the school and meet his or her future classmates. A taster day incurs no obligation on either side.

### **Years One and Two**

Pupils wishing to enter Year One and Two from other schools are required to attend a taster day prior to entry. For Years One and Two this is a day with their appropriate year group.



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## **Yardley Court (boys, Years Three - Eight) and Derwent Lodge (girls, Years Three - Six)**

Progression from Somerhill Pre-Prep to Yardley Court and Derwent Lodge is automatic if **satisfactory progress** (for further details please refer to the offer pack) has been made in Year Two.

## **Prep Schools**

### **Years Three to Eight**

Pupils wishing to enter years Three to Eight from other schools are required to attend a taster day prior to entry. Pupils spend the day with their year group and attend lessons and lunch.

**Reports from previous schools will be requested prior to entry to our schools.**

## **2. Offer of a place**

Offers are made in writing and only when a confirmed space is available. If the pupil is attending a school that is a member of IAPS, we will contact the head teacher at the school. We reserve the right to withdraw an offer of a place.

## **3. Confirmation of a Place**

Confirmation of a place is made when a signed Acceptance of Place form and deposit have been received. The deposit will be returned, less any outstanding disbursements, and credited on the final 'leavers' invoice. The deposit is non-returnable if the child is withdrawn before their first day at school after a place has been accepted. There will also be a term's fees in 'lieu of notice' payable if a term's notice is not given.