



# MARLBOROUGH COLLEGE

## Admissions Policy

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Michaelmas Term 2023



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## 1. Introduction

- 1.1 The aim of the Marlborough College Admissions Procedure is to ensure that children who join the College are able to be happy, successful and secure within our academic, cultural and pastoral environment. The College endeavours to recruit talented people from different social, faith and racial backgrounds and to promote cultural diversity. The College is an academically selective school and identification of high academic aspiration and a willingness to work hard is central to our admissions process. However, the College does not believe in selection upon academic criteria alone. Our co-educational boarding nature offers wonderful opportunities to pupils but also makes certain demands: readiness to live as a boarder within a tight-knit community is key to prospects of success. The College also recognises the central value of Art, Drama, Music, Service and Sport and looks to encourage enthusiasm for these fields. The College looks for applicants who are prepared to make the most of the opportunities on offer at Marlborough.
- 1.2 The policy has been prepared to meet the College's responsibilities under:
- The Education (Independent School Standards) Regulations 2014
  - Education and Skills Act 2008
  - Equality Act 2010
  - Data Protection Act 2018 and General Data Protection Regulation (GDPR)
- 1.3 This policy has regard to the following guidance and advice:
- Children missing education (DfE, September 2016)
  - School attendance (DfE, July 2019)
- 1.4 The procedures set out in this policy apply at each of the main points of entry to the College and also to candidates for occasional vacancies in any other year group.
- 1.5 The procedures set out in this policy do not apply to existing pupils who are progressing through the College.
- 1.6 The College seeks to operate its admissions and procedures fairly and sensitively. The College values historic and family connections with the College and is equally keen to foster new associations and links to build an inclusive and diverse pupil body.

## 2. Equality, Diversity and Disability

- 2.1 All applicants for admission will be treated equally, irrespective of sex or sexual orientation (each a protected characteristic under the Equality Act 2010), religion or belief, pregnancy or maternity, any disability, their parents' age, sex or marital or civil partnership status; pregnancy and maternity; religion or belief.
- 2.2 The College is inclusive and welcomes applicants with disabilities and special educational needs. The College currently has limited facilities for the disabled but will do all that is reasonable to comply with its legal and moral responsibilities under the Equality Act 2010 in order to accommodate the needs of applicants who have disabilities for which, with reasonable adjustments, the College can cater adequately.
- 2.3 Parents of a child who has any disability or special educational needs should provide the College with full details on enrolment. The College needs to be aware of any particular requirements which

may affect a child's ability to participate in the admissions procedure and to take full advantage of the education provided at the College.

- 2.4 The College shall determine the reasonable adjustments that are required for the applicant based on the information provided, in accordance with the College's obligations under equality legislation. The College will consult with parents about the adjustments which can reasonably be made to ensure that the application procedure is accessible for the child and that the College can cater adequately for the child should an offer of a place be made.

### **3. Admissions Criteria**

- 3.1 The admissions criteria are:
  - 3.1.1 success in the relevant entrance assessments (and/or achieving the required (I)GCSE grades, as appropriate)
  - 3.1.2 positive interview(s), interactions in the boarding house (for Year 9 applicants) and suitability for full boarding
  - 3.1.3 a positive confidential reference from the applicant's present school (if applicable)
  - 3.1.4 commitment to the College's ethos as described in the College's aims

### **4. Siblings, Family Connections and Clergy**

- 4.1 Some priority is given to children of clergy families, those with family connections and siblings of pupils at the College at the proposed time of entry, although admission is not automatic, and the applicant must meet the admissions criteria and will be considered alongside other applicants.
- 4.2 The College reserves the right to restrict the offer of places to children who the College feels can benefit from the broad and varied curriculum offered and make a positive contribution to the College community.
- 4.3 Once the offer of a place has been made and accepted by the parents, in the academic year before a child joins us, the College will ask for updated references and reports from the child's current school regarding the child's satisfactory academic progress and attainment, as well as their behaviour and conduct. The College reserves the right to withdraw the offer of a place at the College if the child is subsequently asked to leave or is withdrawn from their current school for disciplinary reasons. This will also be the case should significant pastoral or behavioural concerns arise at any time before the child joins the College such that our ability to keep the child safe in a full boarding environment is compromised, or it is deemed that their behaviour may be detrimental to the welfare of other boarders.

### **5. Entry to Year 9**

- 5.1 The aim of the admissions system is to encourage the diversity that is such a pronounced feature of a Marlborough education. The College is looking for academically able and ambitious all-rounders who will thrive in our full boarding environment, so strong co-curricular contributions and character are considered carefully alongside ability in the classroom.

- 5.2 Children will be offered College places for Year 9 as a result of an assessment that occurs either in the Lent Term of Year 6 or Year 7, with registrations opening five years before the intended date of entry.
- 5.3 The Year 6 assessment date will give families greater certainty at an early stage, particularly families where a school transfer is necessary between Year 6 and Year 7. However, the decision for a child to take up a place at a full boarding school is one that needs to be thought through carefully and some families will come to this decision later than Year 6. In order not to penalise these families and to ensure that our intake is as diverse and inclusive as possible, the College will retain a number of places for children applying in Year 7 and a small number of places for those who apply to us in Year 8.
- 5.4 A reference will be requested from the Headteacher of a child's current school. This reference will request details about the child's academic performance and other achievements and interests.
- 5.5 The academic part of the reference is confirmed by the online Independent Schools Examination Board (ISEB) Pre-Test which is sat at the child's existing school or an ISEB approved exam centre, between October and December of the assessment year.
- 5.6 Those applying in Year 6 and 7 will attend an assessment day at the College in the Lent Term. An interview will take place at the College, and the College is looking for potential and a willingness to engage in all aspects of life in a busy boarding school.
- 5.7 Places are offered at the beginning of March and guarantee applicants a place in the College.
- 5.8 Where practicable, the College still asks children to undertake the Common Entrance examinations in Year 8 in order to maintain academic focus and to help us with setting purposes. However, a child's place at the College is not dependent on the outcome of these examinations. The College appreciates that some schools may not prepare children for these examinations and of course allowances are made for this.
- 5.9 The current admissions system helps parents to plan ahead with greater certainty and it enables the College to cast a broader net in order to attract good applicants who will benefit from the great range of opportunities on offer and who will be willing to accept invitations to explore.
- 5.10 Those applying to the College in Year 8 will be asked to provide a Headteacher's reference and will attend the College for an assessment day that will include an on-line ATOM assessment (to confirm the academic element of the Headteacher's reference) and an interview.
- 5.11 Should the number of applicants in any one year exceed the number that the College can reasonably interview, the College reserves the right to only invite for interview those applicants whose reference and ISEB test results are sufficiently strong to make it likely that they will gain a place in the College. Should this be the case, selection for interview will be based on the same criteria set out above (i.e. academic ability, contribution to the co-curricular life of the College and suitability for full boarding).

## **6. Entry to Year 10**

- 6.1 A small number of children will be admitted to the College in Year 10 if space is available. Entry will be based on a Headteacher's reference, an on-line ATOM assessment and an interview. The criteria for admission are the same as for the Year 9 assessment where the College is looking for

academically ambitious all-rounders, and co-curricular contributions and character are considered carefully alongside ability in the classroom.

## **7. Entry to Year 12**

- 7.1 References are taken from the child's current school, and they are invited to the College for interview and to sit assessment papers based on their A level choices in the Autumn term of Year 11. Offers are made in early December. Overseas applicants may be interviewed and sit papers overseas, but all applicants are required to have visited the College. Late applications may be considered should places unexpectedly become available. They will undergo the same assessment process as those sitting the main assessment. The College is looking for academically able and ambitious children with aspirations to achieve places at top universities and colleges in the UK and overseas. Nevertheless, as a full boarding school, co-curricular contributions and character are considered carefully alongside ability in the classroom.

## **8. Bursary**

- 8.1 The College's Bursary Policy has helped to broaden access and the College is increasing the bursarial provision available year on year. Details of the College's Bursary Policy are available on the College website.

## **9. Record Keeping and Confidentiality**

- 9.1 All records created in accordance with this policy are managed in accordance with the College's policies that apply to the retention and destruction of records. A confidential admissions record will be kept for each applicant.

## **10. Admissions Register**

- 10.1 For children admitted to the College, the College will:

10.1.1 maintain an admission register

10.1.2 inform the local authority of any pupil who is going to be added to or deleted from the College's admission register at non-standard transition points in accordance with the requirements of the Education (Pupil Registration) (England) Regulation 2006 (as amended)

- 10.2 The information created in connection with this policy may contain personal data. The College's use of this personal data will be in accordance with data protection law. The College has published privacy notices on its website which explain how the College will use personal data. For further information see: Equal Opportunities Policy, Bursary Policy, SEND (Special Educational Needs and Disabilities) Code of Practice Policy.

- 10.3 The Council has overall responsibility for promoting and safeguarding the welfare of pupils at the College, ensuring that those in leadership and management positions actively promote pupil wellbeing. This includes ensuring that policies and procedures are in place and implemented.

## 11. Version Control

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