



RUGBY SCHOOL

Admissions Policy

Advent 2025

1.0 GENERAL

- 1.1 Rugby School is a co-educational independent school for students aged 13 to 18, with approximately 885 students of whom about 650 are full boarders and 230 are day students. Each year we aim to recruit over 200 new students to enter in Year 9 (F Block), Year 10 (E Block), and Year 12 (LXX).
- 1.2 Deciding on the right school for your child is very important, and we believe that a personal visit is invaluable. We very much hope that you and your child will visit Rugby School. We hold regular open events throughout the year which provide a comprehensive introduction to the School. We also welcome prospective parents and their children for individual tours during the school week.

2.0 THE ENTRY PROCEDURE

- 2.1 Our admissions process is designed to identify students who will thrive academically and socially within the Rugby School community. We carefully evaluate various factors to determine whether we are the best fit for meeting each child's academic, behavioural, and social needs, ensuring they can reach their full potential and find happiness at Rugby School.

2.2 Entry Points and Requirements

F Block (13+ entry):

- Entry tests comprise either Rugby School's own entrance assessments in Mathematics and English or Common Entrance.
- Formal assessment begins from Year 6, with additional opportunities at the beginning of Year 7 and Year 8.
- Prior to application, we strongly encourage visiting in person, from up to 3 years before entry.

2.3 E Block (14+ entry):

- Entry test consists of Rugby School's own entrance examinations in English and Maths.
- Assessment of academic potential and suitability for our curriculum.

2.4 LXX (16+ entry):

- Students must achieve a minimum of three grade 6s and three grade 7s at GCSE or IGCSE, including a minimum of grade 6 in English Language and Mathematics.
- Equivalent alternative international qualifications will be considered where an applicant attends a school that does not offer IGCSEs or GCSEs.
- Students may choose to study either the IB Diploma or A Levels.
- Subject-specific requirements for IB Diploma or A level courses are detailed in the Upper School Curriculum Guide.

2.5 Assessment Process

Entry is based on comprehensive assessment including:

- Academic and pastoral references from current school
- Entrance tests appropriate to entry point
- Personal interviews
- Assessment of potential contribution to the School community.

- 2.6 All applications must begin with registration and full parental disclosure of information relevant to the admissions process. To secure an offered place, payment of an Entrance Fee is required within the timeframes specified in the offer letter.

3.0 EQUAL TREATMENT

- 3.1 Rugby School's aim is to encourage applications from candidates with diverse backgrounds. We welcome applications from children of all ethnic and racial groups, backgrounds, and creeds. Human rights and freedoms are respected but must be balanced with the lawful needs and rules of our School Community and the rights and freedoms of others.
- 3.2 Rugby School is committed to equal treatment for all, regardless of a candidate's sex, race, ethnicity, religion, disability, gender reassignment, sexual orientation, social background, or national origin. We are mindful of our obligations under the Equality Act 2010 during the admissions process.

4.0 OUT OF YEAR APPLICATIONS

- 4.1 We believe that it is usually in the best interest of the child to join in their normal age group. An application to join in a different year group, either above or below, must be included on the registration form and any such request will be considered on an individual basis. Any decisions will always be made in the best interest of the child, taking into account individual circumstances and the professional judgement of the teaching staff.

5.0 SPECIAL EDUCATIONAL NEEDS AND DISABILITIES

- 5.1 Rugby School does not unlawfully discriminate in any way regarding entry. The School welcomes students with disabilities and/or special educational needs, provided we can reasonably offer them any support that they require to access the benefits of a Rugby School education and provide suitable provision for any additional needs and that our site can accommodate them. We aim to ensure that all our students, including those with disabilities and/or special educational needs, are provided with a safe and inclusive environment in which to learn.
- 5.2 Our policy is to apply our admission criteria to all potential students. We require parents of children with special educational needs, disabilities, or allergies (suspected and diagnosed) to disclose and discuss their child's needs with the School at the outset of the admissions process so that we can make adequate provision for them.
- 5.3 Parents are required to provide full details of all relevant information when completing the Registration Form, including any reports (including any educational psychologist reports, medical reports or other relevant expert third party reports), materials or information about their child's needs, and this may include any final or draft EHC Plans. This allows the School to assess their child's needs and consult with parents about any adjustments which can reasonably be made and so that the School can ensure, for example, that their child will be able to meaningfully access the education offered and that we are able to ensure their health and safety, and the health and safety of others.

- 5.4 Where parents of a prospective student feel their child requires adjustments, the School will discuss with parents (and their child's medical advisers, if appropriate) the adjustments proposed and whether they can reasonably be made for the child if they were to become a student at the School. There may be circumstances in which we are not able to offer a place for reasons relating to a child's special educational needs and/or disability. For example, if, despite reasonable adjustments (in the case of disability), we feel that a prospective pupil is not going to be able to meaningfully access the education offered, or that their health and safety or those of other pupils or staff may be put at risk, we may not be able to offer a place at the School.
- 5.5 Sometimes, the situation of students with disabilities and/or special educational needs changes between an offer of a place being made and the student starting at the School. The School requires parents to be pro-active in updating the School as to any significant changes which could mean that the information provided during the application process is out of date or incomplete. In the vast majority of cases, this will not affect a student's place at the School. However, the School may, in exceptional circumstances, need to reconsider the offer of a place if a student's circumstances change materially. It is in the student's interests that any such decision is made as early as possible to avoid any disruption to their education, so parents are urged to be forthcoming in their communications with the School about any material change to their child's circumstances.

6.0 DISCLOSURE DOCUMENTS

- 6.1 Parents must provide full details at registration of any known disability or special educational need which may affect their child's ability to participate in the admissions process or take full advantage of the education provided. This includes:

- Educational psychologist reports
- Medical reports
- Other relevant expert third-party reports
- Draft or final Education, Health and Care Plans (EHCPs)

6.2 Assessment and Reasonable Adjustments

Where students require adjustments, the School will discuss with parents (and medical advisers, if appropriate) what reasonable adjustments can be made. We will consider carefully which accommodations we can provide for neurodivergent learning, behaviour, and socialisation needs that fit within our policies and procedures.

6.3 Limitations

Rugby School currently has limited facilities for the physically impaired. There may be circumstances where we cannot offer a place if, despite reasonable adjustments, we determine that:

- A prospective student would not be able to meaningfully access the education offered and
- the health and safety of the prospective student, or that of other students or staff, may be at risk.

7.0 ONGOING COMMUNICATION

- 7.1 As above, parents must proactively update the School about any significant changes to their child's circumstances between offer and entry. While this rarely affects a student's place, the School may need to reconsider an offer if circumstances change materially.

8.0 SIBLING POLICY

- 8.1 We welcome siblings of current and former students. However, admission is not automatic, and each prospective student will be assessed individually following our standard admissions process.

9.0 OVERSEAS APPLICANTS AND THOSE WHO REQUIRE PERMISSION TO BE IN THE UK AND STUDY AT THE SCHOOL

- 9.1 Rugby School welcomes overseas students and holds a Home Office licence to sponsor students requiring a Child Student visa to study in the UK.

9.2 Requirements for Overseas Students

- Legal right to enter, live and study in the UK.
- Appointed Educational Guardian living in the UK.
- Additional Deposit payment to secure place
- Proof of nationality and/or visa status.

- 9.3 Parents must inform the School at registration if their child requires visa sponsorship. We reserve the right to share information with UK Visas and Immigration (UKVI) and the Home Office for compliance purposes.

10.0 BURSARIES AND FINANCIAL SUPPORT

- 10.1 Rugby School operates a means-tested bursary programme to support families who demonstrate financial need. Details of available support and application procedures can be found on our website or obtained from the Admissions Office.

11.0 FINANCIAL INFORMATION AND REQUIREMENTS

- 11.1 All applicants, including those applying for bursary support and overseas applicants, may be required to provide additional financial information and/or undergo checks to confirm ability to pay fees.

12.0 SCHOOL'S TERMS & CONDITIONS (PARENT CONTRACT)

- 12.1 The terms upon which Rugby School educates each student are set out in the Parent Contract, which will be made available during the admissions process.

13.0 RECORDS AND DATA PROTECTION

- 13.1 Applicants' details will be held on file with due regard to data protection legislation. Please see our Privacy Notices on the website for information about how we collect, use and process personal data.

14.0 COMPLAINTS

- 14.1 The School's Complaints Procedure is not available for use by prospective parents.

15.0 POLICY VARIATIONS

- 15.1 The School reserves the right to vary entrance procedures and assessments at any time after registration and to vary or waive them for individual cases. The decision of the School is final in all admissions matters.

16.0 Policy Owner

- 16.1 Deputy Head (Admissions & Marketing)

Reviewed: Student Pastoral Welfare Committee	June 2025
Ratified: Risk & Compliance Committee	