

Admissions Policy 2023-2024

ADMISSIONS POLICY AND PROCEDURE

GENERAL

Moreton Hall is an independent school for boys and girls aged 0-13 and girls only aged 13-18. Admission to the school is based on biological sex at birth and in accordance with the procedures in this policy.

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 Moreton Hall. We hold a number of open events throughout the year, which give a general introduction to the school. Details are published on our website. We are also very happy to welcome prospective parents and their children at other times. Please contact our Admissions team on 01691 773671 or by emailing admissions@moretonhall.com to arrange a visit.

THE ENTRY PROCEDURE

Although Moreton Hall is academically non-selective embracing a broad ability range, our admissions process allows us to identify those pupils who will thrive on our balanced and well-rounded education and make a positive contribution towards the life of the school. The way we assess candidates for entry is explained below.

The usual points of entry are at 11+, 13+ and 16+ in the Senior school and from the Nursery or Reception in the Prep School.

Moreton Hall admits boys into all curriculum years up to and including Year 8 and girls into all year groups. The school does not normally admit pupils into the Upper Fifth (Year 11) or Upper Sixth (Year 13), however requests for bespoke programmes can be discussed with our Admissions staff.

Applicants for admission should register by completing our registration form which can be found on our website here: <https://moretonhall.org/admissions/registering/>. Alternatively, you can obtain a registration form from the Admissions Office.

All applications for admission to Moreton Hall are considered fairly and equally in accordance with our admissions criteria, policies and procedures <https://www.moretonhallschool.com/Policies> and the school's wider legal obligations, including the requirements of the Equality Act 2010. Moreton Hall is committed to equal treatment for all, regardless of a candidate's race, ethnicity, religion, disability, sexual orientation or social background.

Moreton Hall's aim is to encourage applications from candidates with as diverse a range of backgrounds as possible. This enriches our community and is vital in preparing our pupils for today's world. Bursaries are offered in order to make it possible for as many as possible who meet the school's admission criteria to attend the school. The school's provision for bursaries is described below.



At all levels, the final offer of a place is dependent upon:

- Sitting the relevant entry tests and interviews (and, where required for Sixth Form entrance, achieving the GCSE grades in a conditional offer)
- Receipt of a satisfactory reference from the pupil's current school to confirm suitability.

In cases where further information is required, the school reserves the right to request further formal interview(s), either with the pupil, parents or both. The school reserves the right to refuse admission if it does not feel it can provide a full duty of care to the pupil concerned.

DISABILITIES AND SPECIAL NEEDS

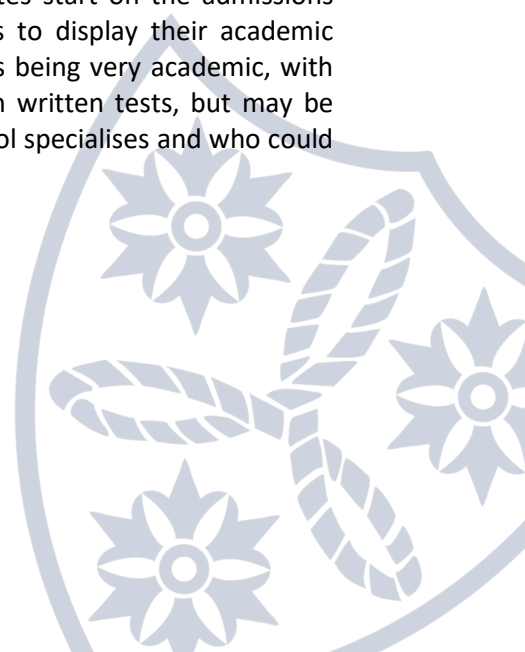
The school welcomes pupils with disabilities and special educational needs providing that its learning support department can offer them the support and environment that they require. We recommend that parents of children with special educational needs or physical or mental disabilities discuss their child's requirements with Moreton Hall before he/she sits the entrance exam or enters into the admissions process, so that the school can consider how it might make any reasonable adjustments that may be necessary for this purpose. Parents must provide a copy of any educational psychologist's report or medical report if they have one. If parents are requesting reasonable adjustments for their child and have medical reports including Educational Psychologist reports the school asks that these be provided as soon as possible so that the school can ensure it is fully informed when making decisions about support and reasonable adjustments.

The school will also discuss thoroughly with parents and their medical advisers the adjustments that can reasonably be made for the child if he/she becomes a pupil at the school. While the school hopes to offer all prospective pupils a place it reserves the right to refuse entry to a child whose needs cannot be adequately met by the school.

THE ASSESSMENT PROCESS

The aim of the process is to identify potential. Moreton Hall is looking for well-rounded pupils with a genuine interest in education in the broadest sense of the word, with interests that stretch beyond the confines of the academic curriculum. The school has strong traditions in music, drama, art, Spoken English, community activities and sport. There are many extra-curricular activities, all of which are important in developing a well-balanced, confident individual.

No specific preparation for the entrance tests is needed. All candidates start on the admissions application process on an equal footing, with identical opportunities to display their academic aptitude and extra-curricular skills. Some applicants may tend towards being very academic, with less interest in extra-curricular skills. Others may perform less well in written tests, but may be assessed as having considerable talent in other areas in which the school specialises and who could thus thrive in the school's environment.





ADMISSIONS PROCESS

1. Initial Enquiries

The first point of contact for an enquiry about the school should be the Admissions Officer.

Those making an initial enquiry about the school are usually sent a school Prospectus, Entry Guidet and Registration Form by the Admissions team or the International Admissions office.

In order to proceed and to maintain contact, the Admissions team gathers basic family details: names, addresses, telephone numbers, the pupil's date of birth, current school, and some personal details such as his/her interests and enthusiasms. These details are stored on the Entries Database, treated confidentially and securely, and protected by the appropriate legislation.

Parents who have made an enquiry about the school are encouraged to come and see the school for themselves. This can be done in two ways, either by coming to an Open Day or by arranging an individual family visit.

2. Visiting the School

Open Days are held on a regular basis throughout the year, and the dates are published in advance on the school's website. Families will hear presentations from the Principal and other senior staff, and will receive a tour of the school to include a tour of an appropriate House(s) where there is an opportunity to meet the House staff. Over lunch there is the opportunity to meet a range of the school's teaching staff. Open Days provide families with an ideal introduction to the school, and can be booked online.

An individual family visit lasts approximately two hours and allows families to meet the Principal, Head of Moreton Prep (if applicable), Housemistress and to have a tour of the site with current pupils. It can also be possible to meet specific staff (e.g. Director of Music, Head of Art) if a boy or girl has an interest/strength in a particular area of school life.

3. Registration

Registration is the formal first stage of the admissions process and involves the return of the appropriate form and submission of a £100 fee. The information gathered allows the school to keep closely in touch with the family. A boy or girl should be registered with the school before they can sit entrance examinations, take part in scholarship assessments, or have a bursary application considered.

4. Confirmation of Place

Following the entrance test and any scholarship assessments or bursary applications, candidates will be sent an offer of place just before the February half term break.

Parents who wish to confirm a place for their son or daughter at Moreton Hall can do so by signing our terms and conditions (enclosed with the offer letter) to the Admissions Officer. This secures their place, subject to receipt of a satisfactory reference from their current school. Typically we expect this process to be completed by the 1st March of the year of entry.



At this stage a deposit is required, which is £500 for Moreton Hall Prep and £1,000 for our Senior School. For pupils whose normal residence is outside the UK, the deposit is £1,500.

A deposit is not normally refunded if a pupil does not take up the place that has been allocated to them. A deposit is, however, refunded if a pupil does not meet the academic entrance requirements.

The Registration Form asks parents to disclose any disability related to their son or daughter of which the school should be made aware. It also asks parents to acknowledge that they have noted the Terms and Conditions.

5. Entrance Examinations

Please note: in advance of taking any entrance papers, pupils must be registered with Moreton Hall, and parents must have informed the pupil's current school that the pupil is taking papers for Moreton Hall.

5.1 Entry into Reception

Assessment for entry into Reception Class will be based on an informal observation within the class at the time of enquiry as part of a taster day. Evidence of appropriate communication with peers and a required level of independent personal care will be assessed.

5.2 Entry into MH Prep (Years 1 to 6)

Candidates for entry to Moreton Hall Prep who are not progressing from the Nursery sit papers in English, Maths and Reasoning, which are designed for their age group. When considering the allocation of school places, consideration will be given to performance in the written tests, and also to merit in an applicant's extra-curricular skills. The school offer places to those who display merit when assessed against other applicants.

5.3 11+ entry (Year 7)

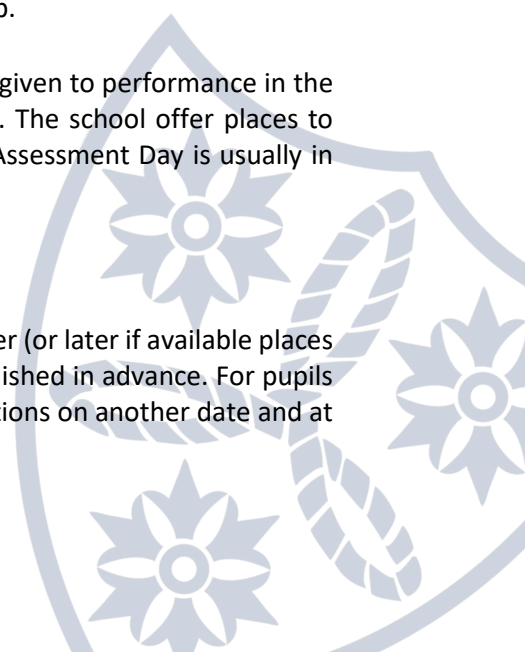
Candidates seeking entry to the Senior school at 11+ who are currently attending Moreton Hall Prep ordinarily have an automatic place in the Senior school. Should they wish to be considered for a scholarship, the appropriate assessments need to be taken on our Assessment day.

Candidates for entry at 11+ who are not progressing from Moreton Hall Prep sit papers in English, Maths and an online assessment, which are designed for their age group.

When considering the allocation of school places, consideration will be given to performance in the written tests, and also to merit in an applicant's extra-curricular skills. The school offer places to those who display merit when assessed against other applicants. The Assessment Day is usually in the January preceding entry in September.

5.4 13+ Entry (Year 9)

13+ entrants sit our assessments in January preceding entry in September (or later if available places remain). The examination is taken at Moreton Hall, and the date is published in advance. For pupils who cannot attend on this date, it is usually possible to sit the examinations on another date and at



another location; appropriate and secure arrangements are made by the Admissions Office in these circumstances, and the candidate will also undergo an online Zoom interview with a member of the Admissions Team.

Candidates take papers in English, Mathematics and one further subject of their choice to allow them to shine in their “best” subject, as well as an online assessment. Past papers are available on request from the Admissions Office.

Candidates at schools using Common Entrance examinations should allow their students to take the exams as they see fit. We will use the results, which we receive in the summer prior to entry in September, to inform setting and to build a full picture of each applicant.

5.5 14+ Entry

Applicants seeking to join us in Lower Five (Year 10) take papers in English, Mathematics and an online assessment. The details for the 14+ Entrance Assessments are the same as for the 13+ Entrance Examination (see paragraph 5.4 above).

5.6 Sixth Form (16+) Entry

The Sixth Form Assessment Day takes place in November of the year prior to entry. Candidates take papers in two of their potential A Level subjects as well as an online test and also have an academic and pastoral interview. As part of the Sixth Form assessment process, offers are made to Sixth Form applicants on the basis of examination and interview performance, and are conditional on particular requirements being met. These would usually be based on gaining particular minimum GCSE grades.

Offers will be made in early December on a date previously advertised and candidates will have approximately three weeks to accept their offer.

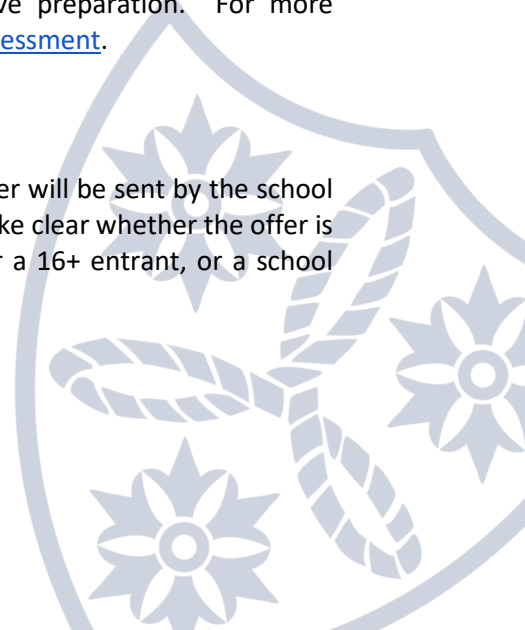
Pupils who are unable to attend the Assessment Day may take examinations at a later date; appropriate and secure arrangements are made by the Admissions Office in these circumstances, and the candidate will also undergo an online Zoom interview with a member of the Admissions Team. However, candidates should be aware that 16+ entry is highly competitive, and any places remaining after the Assessment Day are awarded on a first come, first served basis.

5.7 Online Assessments

All candidates entering at 11+ upwards, will sit the Durham University CEM online assessments. These tests in verbal, numerical and non-verbal reasoning are designed to enable all children to demonstrate their natural ability and achievement without excessive preparation. For more information, please visit their website: www.cem.org/intu/entrance-assessment.

5.8 Offer of a Place

Once a pupil has passed the appropriate entrance papers, a formal letter will be sent by the school to the pupil's parents, confirming the offer of a place. The letter will make clear whether the offer is unconditional or whether any conditions remain (e.g. GCSE grades for a 16+ entrant, or a school reference).



5.9 Provision of information for new entrants

Packs of information and enrolment forms (medical, etc.) are sent to parents of students joining us later that year in mid-June. The Admissions Office will contact parents to let them know when this information is available. House Staff also contact pupils to welcome them to their house and to provide appropriate joining instructions.

5.10 Additional Requirements for candidates living overseas

Overseas entrants (i.e. entrants whose normal domicile is overseas) are required to nominate a legal guardian in the United Kingdom in advance of taking up their place at Moreton Hall. Overseas entrants therefore have to complete our Guardianship Form as part of the entry procedure.

Overseas entrants will in many cases need a visa to enter the United Kingdom. The school will issue a CAS (confirmation of acceptance for studies) which enables the pupil to apply for a visa. Further information can be found in the “overseas pupils” section of the school’s website.

SIBLING POLICY

Most siblings join us at Moreton Hall. However, admission is not automatic and there may be occasions where the school judges that a sibling is likely to thrive better in a different academic environment.

SCHOLARSHIPS

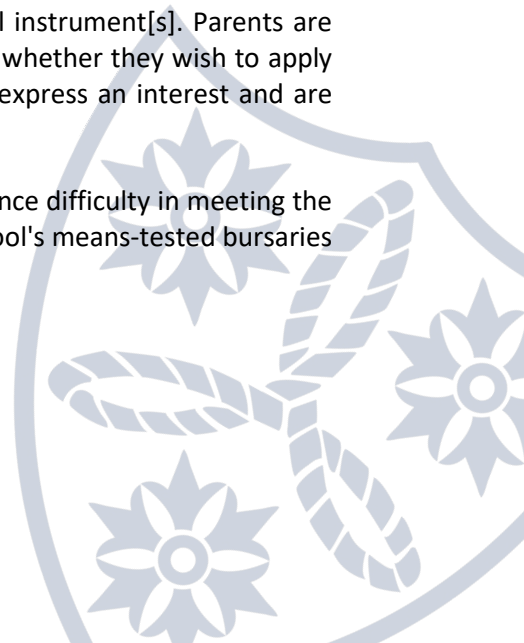
Moreton Hall offers a number of scholarships a year for excellence in:

- Academic subjects
- Art
- Drama
- Music
- Sport
- Joint Honours
- Ursula Roberts Award

PURPOSE OF SCHOLARSHIPS

Scholarships are designed to reward excellence and to celebrate exceptional talent. In recognition of this achievement, the scholar is offered a reduction in the fees throughout his/her time at Moreton Hall. In addition, music scholars may be offered free tuition in musical instrument[s]. Parents are asked to indicate on the registration form at the end of this document whether they wish to apply for a scholarship. Details of the arrangements will be sent to all who express an interest and are published on the school’s website.

We encourage parents of scholars who anticipate that they will experience difficulty in meeting the balance of the tuition fees to apply at the same time for one of the school's means-tested bursaries described below, when they register their child.



ACADEMIC SCHOLARSHIPS

Candidates who apply for academic scholarships sit a separate entrance exam or are selected from the most outstanding performers in the entrance examinations.

Scholarships are held for the duration of a pupil's time at the school, provided his/her conduct and progress are satisfactory.

For further details of the scholarship process, please refer to 'Entry Guide: Examinations and Scholarships – A Guide for Parents, Pupils and Schools'.

MUSIC SCHOLARSHIPS

Music scholarships are awarded to outstanding musicians who play any instrument or sing with exceptional ability. They will be required to perform and there will also be interviews with the Director of Music, or a member of the music department. He/she will be expected to demonstrate enthusiasm for and commitment to music and are expected to make a contribution to the musical life of the school throughout their time at the school. For further details of the scholarship process, please refer to 'Entry Guide: Examinations and Scholarships – A Guide for Parents, Pupils and Schools'.

SPORTS SCHOLARSHIPS

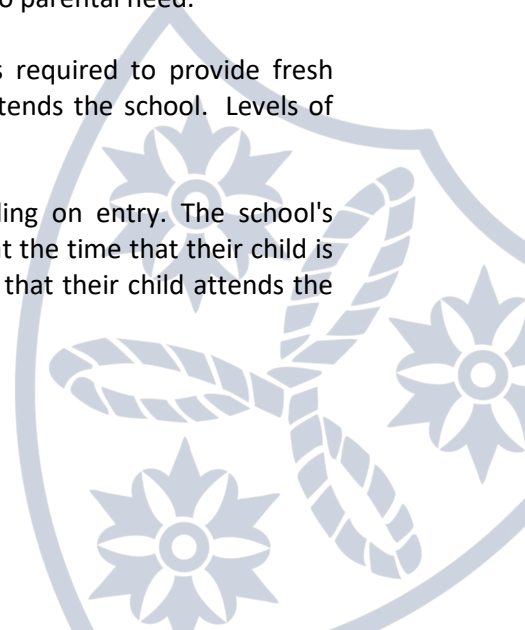
Sports scholarships are awarded to outstanding, all-round sportsmen/women who have achieved a high level of competence in one or more sports. He/she will be assessed and interviewed by the Director of Sport and will be expected to demonstrate qualities of leadership and team play of a very high order. They are expected to make a contribution to the sporting life of the school throughout their time at the school. For further details of the scholarship process, please refer to 'Entry Guide: Examinations and Scholarships – A Guide for Parents, Pupils and Schools'.

BURSARIES

Moreton Hall's bursary programme is generous and is designed to make it possible for as many as possible of those who meet the school's entry criteria to take up a place. The school offers a number of means-tested awards annually to entrants at the usual points of entry, where the parents have indicated on the registration form that they require financial support. Bursaries are means-tested in accordance with the criteria published on the school's website. Both parents are required to provide proof of their income and assets. The level of support varies according to parental need.

Bursaries are always offered for 12 months at a time. The family is required to provide fresh information about its circumstances for every year that their child attends the school. Levels of support may vary with fluctuations in income.

The school's practice is to allocate its entire available bursary funding on entry. The school's expectation is that parents, who do not choose to apply for a bursary at the time that their child is being assessed, will not require financial support throughout the time that their child attends the school, except in wholly unforeseen circumstances.



Our bursary policy can be obtained from the Director of Finance and Operations, Mr Alan McTaggart (bursary@moretonhall.com)

OVERSEAS APPLICANTS

We welcome overseas pupils who can study at Moreton Hall as a boarder **(or day pupil, if required)**, provided that he/she has a relative or legal guardian living in the UK, and provided that all necessary visa **requirements** are met prior to entry.

FLUENCY IN ENGLISH

In order to cope with the high academic and social demands of Moreton Hall pupils are assessed on their standard of English before entry. If it is felt that the student would benefit from a pre-sessional programme before embarking on their chosen course of study, this will be stipulated as part of the offer.

RELIGIOUS BELIEFS

Although Moreton Hall has Christian roots, the school does not select for entry on the basis of religious belief, and it offers the opportunity for children of all religions to practise their own faiths. However, parents should be aware that there is compulsory Saturday morning school and that all pupils are expected to attend communal acts of worship e.g. school Assemblies. If parents wish to withdraw their child from communal acts of worship, they should write directly to the Principal.

SCHOOL'S CONTRACTUAL TERMS & CONDITIONS

Copies are on the school's website and will be made available to parents as part of the admissions process.

COMPLAINTS

The school hopes that parents and pupils do not have any complaints about the school's admissions process; but copies of the school's complaints procedure can be sent to parents on request and are available on the school's website.

Policy adopted by the school on 1st September 2023

Policy due for review 1st September 2024

To be read in conjunction with:

- Behaviour Policy
- Equal Opportunities Policy for Students
- Moreton Hall – Terms and Conditions

Written September 2023,

Review September 2024

Owner Principal

