



SINCE 604 AD

KING'S SCHOOL

ROCHESTER

Admissions Policy

This policy is applicable to all pupils in the school, including those in Boarding and in the EYFS.

This policy was adopted on:	04.10.96
Policy last reviewed on:	01.09.25
Policy reviewed by Governors:	29.09.25
Person/Body reviewing:	Head of Admissions (SAW) / Govs (Education & Pastoral)
Date of next review (except in the case of relevant legislation):	01.09.26

Aims

The aims of this policy are as follows:

- to describe how the School identifies and admits children who will benefit from the education and other opportunities available at King's School Rochester, and who will contribute to, and benefit from the ethos and activities of our school community;
- ensure compliance with the School's charitable purposes;
- ensure compliance with the School's responsibilities under the Equality Act 2010.

Scope and application

The procedures set out in this policy apply to all main points of entry and to candidates for occasional vacancies in any other year group.

Regulatory framework

This policy has been prepared to meet the School's responsibilities under the Education (Independent School Standards) Regulations 2014; the National minimum standards for boarding schools (Department for Education (DfE), September 2022); the Statutory framework for the Early Years Foundation Stage (DfE, Sept 2023); the Education and Skills Act 2008; the Children Act 1989; the Childcare Act 2006; the Equality Act 2010; and the Data Protection Act 2018 and UK General Data Protection Regulation (UK GDPR).

Equality, diversity and disability

The equality of opportunity is central to the ethos of King's School Rochester and applies to all pupils and staff in the School. Candidates for admission are treated equally, irrespective of their or their parents' sex, pregnancy or maternity, race, religion or belief, sexual orientation, gender reassignment, disability, or their parents' age, marital or civil partnership status.

It is important at the registration and admission stage to identify any educational needs on behalf of an applicant and to have clear communication around factors which may help King's with planning to meet the teaching and learning needs of a new pupil. Parents of a child who has a disability or special educational needs should therefore provide the School with full details on registration, including details of previous intervention, illness, attendance and professional educational reports.

The School carefully considers applications on a case by case basis and will make any reasonable additional or alternative arrangements to ensure that the School's admission procedures are accessible to disabled children.

The School will consult with parents and such other persons or organisations as necessary in order to ascertain a child's particular needs and the nature of any additional or alternative arrangements which would be required to meet them if an offer of a place was made.

If an applicant's needs are such that King's, using its judgement, deems it is unable to provide the requisite support, a place will not be offered and parents will be advised of this. If, however, the School is satisfied that the child's teaching, learning and behavioural needs can be met at King's with, if required, any reasonable adjustments, and a place is offered, the School will monitor the child's progress to ensure that his/her educational needs are being met and to ensure that it can continue to meet those needs. Recommendations of support will be made at this stage. If it becomes clear that King's cannot provide proportionate support or reasonable adjustments required to accommodate a child's needs, steps will be taken - in collaboration with parents/carers - to find a suitable alternative setting.

Procedures

The best way to appreciate the atmosphere of the King's community is to visit us; the Principal and the Vice Principal's of the Junior and Senior Schools are always happy to meet prospective candidates and their parents. This can be arranged directly with the Admissions team.

Registration

Parents wishing to apply must complete the online application form and pay the registration fee, which is non refundable. Following registration, the Admissions team will arrange interviews, taster days, and assessments, as appropriate.

Junior School

Admission is based on an interview with parents and an age-appropriate assessment of the child. A positive report from the child's current school or pre-school (if applicable) is required.

Nursery places are offered from the term following the child's third birthday.

Reception places are offered for entry in September following the child's fourth birthday.

For Years 1-3, the assessment is incorporated into a taster session.

For Years 4-8, include digital assessment tests, and a written task, designed to assess potential rather than current attainment. Year 7 assessments are held in November (for September entry), with a second opportunity in March.

Senior School

Children from the Preparatory School move into the Senior School at 13+ (Y9), subject to them meeting the required standards of behaviour and progress and the School continuing to be able to meet their needs.

External candidate Years 9-11, admission is based on an entrance assessment, interview, and school reference.

Sixth Form

Minimum entry requirement for Sixth Form is five GCSE passes at grade 4 or above. Pupils should achieve a minimum of a 6 at GCSE in the subjects they wish to study at A Level. For some subjects such as Mathematics, Languages and the Sciences however, a 7 or above is expected.

Subject to them meeting the required standards of behaviour and progress and the School continuing to be able to meet their needs, Pupils who are already studying at King's are expected to continue their education in the Sixth Form if they achieve the matriculation criteria set out above.

Cathedral Choristers

Voice tests for potential Cathedral Choristers are held each year for boys and girls who will be eight on entry (Y4). Those recommended by the Rochester Cathedral's Director of Music, who are not currently pupils at King's, are then tested academically for admission to the School.

The Choral Scholarship continues as long as the child remains in the Choir. Children should not be entered for Cathedral Choristership if they are likely to leave King's at the end of Y6.

Disclosures

Prior to admission, parents must, as soon as possible, disclose, in confidence, details of any known or suspected medical condition, health problem, allergy, disability, or learning difficulty relating to their child and forward any relevant documents.

Oversubscription

In the event of numbers of registered or accepted pupils exceeding the published maximum numbers for the current number of classes/forms in the year:

- The Senior Management Team, in consultation with the Governing Body, will decide whether an additional class/form can be opened.
- If this is not possible, a waiting list will be maintained. No acceptance fees will be processed until a place becomes available..

Where a choice must be made between equally qualified candidates, preference may be given to:

- a child who already has a brother/sister in the School;
- a child with a particular skill, talent or aptitude academically, or in sport, music or drama;
- a child whose parent is a current member of our staff;
- a child whose parent is a former pupil at the School.

Where over-subscription occurs within these categories, priority will be given in order of the date of registration.