



## HOWELL'S SCHOOL: ADMISSIONS POLICY

**Whilst all prospective learners will be treated without discrimination, “independent schools may select on the grounds of ability and aptitude” (Disability Discrimination Act, Code of Practice 2002); Howell’s School is an academic school and a selection process operates at all points of entry.**

**Key contact:** Chrissie Hall-Davis – 029 2026 1832

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### PROCEDURES

#### Nursery and Prep School

Parents should contact the school initially via Mrs Chrissie Hall-Davis to arrange a visit and a tour. If parents are interested in their daughter being assessed, Mrs Hall-Davis will arrange a suitable day and time. The prospective student will be assessed informally for Nursery, Reception and Year 1, and Year 2. NFER tests in Mathematics and English are used for Year 2 (if appropriate) 3, 4, 5 and 6. Key Stage Co-ordinators or class teachers administer assessments and results are sent to the Head of Prep School, preferably by the end of the day so that she may feedback to the parents. If appropriate, an offer letter will be sent. Parents are informed of any ‘gaps’ that may appear in their daughter’s learning and/or if additional tuition is required..

If the place is accepted by the parents the following procedures are in place to ease their induction:

- Taster/friendship days
- Open door policy for prospective parents to discuss any queries or concerns
- Induction afternoon in June for girls
- Information booklets for year of entry
- Meet the Teacher evening early in the autumn term
- Head of Prep School meets and greets on their first morning
- Head of Prep School speaks to all new girls during her first couple of days to monitor how she is settling and to contact parents during the first week to see if all is going well
- Letter sent home after first half term by Head of Prep School
- First Wellbeing Programme

#### Senior School

Parents should contact the school initially via Mrs Chrissie Davis-Hall to arrange a visit and a tour.

**Year 7:** Applicants are required to sit entrance papers in Mathematics and English. The examination takes place on the final Friday of January each year. All students are interviewed by the Head of Year 7.

**Years 8-11:** Applicants are required to sit an entrance paper in English and to be interviewed by a member of the Mathematics Department. Applicants are interviewed by the Principal or Deputy Principal.

The criteria that are set for the interview are:

- Ability to communicate
- Ability to take advantage of all the school can offer

**No priority is given to siblings unless there are two or more girls of equal level on assessment and then priority will be given.**

At all points of entry a report from a student's previous school is requested and this is taken into account during the selection process.

### **Inter-School Transfers**

There is no automatic right of transfer from one Trust school to another

Whilst every effort will be made to support parents in following up such enquiries, any transfer will be subject to:

- The availability of a place; and
- The professional judgment of the school in which a place is being sought of the ability of the student concerned to benefit from such a place, given the overall nature of the intake, as cohorts do vary from one school to another and from one year to another.

### **Equal Opportunities in Admissions**

We seek to cater for the individual needs of all students and prospective students with disabilities as far as reasonably practicable. We will consider reasonable adjustments at all stages of the admissions process and be ready to discuss individual needs with a prospective student's parents or carers.

### **College**

Admission to the College is based on interview, Year 11 report, samples of work and CV. Students are expected to gain 6 A\* - B/6, 7, 8, 9 GCSE grades/levels including English, Mathematics and Science at a minimum of C grade/level 5 if not taken at A level. Proof of GCSE grades is required before commencing A level. To study Physics or Chemistry at A level, students must achieve at least an A grade (or level 7) at GCSE in both that subject (or Combined Science) and Mathematics. Students who wish to study Biology at A level need to achieve at least a B grade (or level 6) in both Biology (or Combined Science) and in Mathematics at GCSE. Students who wish to study Economics at A level must achieve at least a B grade (or level 6) in Mathematics at GCSE. Finally, to take Mathematics at A level, students must achieve at least an A grade (or level 7) at GCSE. Further Mathematics students must have achieved an A\* (or level 9) at GCSE.

Applicants are encouraged to take advantage of special events such as an A level Taster Day to experience the College offer.

### **Howell's College Scholarships**

#### **Value of Scholarships**

The purpose of a scholarship is to recognise students who are outstanding in one or more fields. As a leading school in Wales, a Howell's scholarship is highly regarded. Scholarships are declared on all references, including UCAS, and announced at Prizegiving. They can also be referred to by students in employment applications. All types of scholarships will usually be 5% or more of the tuition fees.

## **Types of Scholarships**

As well as Academic Scholarships, there is a variety of additional scholarships. These are awarded to recognise talent and achievement in art, drama, music, product design and sport.

### **Eligibility**

College Scholarships are available to both internal and external applicants. Internal applicants who already hold a scholarship awarded in the Senior School may also apply for Art, Drama, Music, Product Design or Sport Scholarships as their current academic scholarship continues into the sixth form. Any student may apply for more than one scholarship.

### **Process of Application**

#### **Academic**

Applicants will sit a scholarship examination. The examination consists of a critical thinking paper and a subject specific paper. The top-scoring applicants will be shortlisted and invited for interview. External students who have not been shortlisted for a scholarship interview will also be invited back for an interview for a place at Howell's School.

Those students who are academically very able, but who are not successful in being awarded an academic scholarship, may be awarded an Honorary Scholarship once they join the College, depending on their GCSE results. Currently, these are awarded to students who gain a high number of GCSEs at A\* or 8/9 and entitle students to join our Honours Programme.

Art, Drama, Music, Product Design or Sport scholarships are assessed on interview/audition.

#### **Art or Product Design**

To apply, students should submit a full CV of achievements relating to these subjects. Interviews, at which applicants will be asked to discuss their portfolios, will follow with a member of the School's Leadership Team and Head of Art or Product Design. These scholarship holders will be expected to take Art or Product Design at A Level.

#### **Drama**

A full CV of dramatic talents and abilities should be submitted. Interviews will take place with a member of the School's Leadership Team and Head of Drama, at which students will be asked to perform a prepared monologue of approximately three minutes. These scholarship holders will be expected to contribute to the drama life of the school.

#### **Music**

A full CV of musical talents and abilities should be submitted with copies of certificates. Auditions and interviews will take place with a member of the School's Leadership Team and Director of Music. As a minimum, applicants should be working towards Grade 8 with the Associated Board. The audition will require students to:

- ☐ perform two contrasting pieces of no more than six minutes in total
- ☐ perform scales/arpeggios/sight reading
- ☐ have an aural test and interview

These scholarship holders will be expected to contribute to the musical life of the school.

#### **Sport**

A full CV of sporting achievements should be submitted. Interviews will take place with a member of the School's Leadership Team and the Director of Sport, during which extracts from DVDs may be shown to demonstrate abilities, if appropriate. These scholarship holders will be expected to represent the school in sport and have evidence of high level representation at county, national or international level.

**Principal's Discretionary Scholarship**

This is an award, payable at the Principal's discretion, to recognise students who contribute to all areas of school life but do not necessary excel in one area. Applications are by invitation.

**Bursaries (GDST/HSBC/The Drapers Company)**

Financial assistance is available to enable suitably qualified students whose parents could otherwise not afford the fees, to enter the College. Bursaries are awarded on the basis of financial need, though academic merit is taken into account. Further information is available by contacting [admissions@how.gdst.net](mailto:admissions@how.gdst.net)

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