



Founded 1125

## Reading School

# Non Routine Admissions Information Booklet

## **Introduction**

Combining a distinguished heritage, a positive reputation for outstanding academic achievement and a commitment to high standards of pastoral care, Reading School aims to provide a world class educational experience.

A Selective Boys' School, Reading School expanded to a five form entry in Year 7 in 2016 and takes both day and boarding students. In November 2016, the school was ranked 7<sup>th</sup> best state school nationally by the Sunday Times.

Reading School is fully subscribed and vacancies rarely arise. Whilst the school welcomes enquiries from potential students, we will only test prospective students when a vacancy arises. Full details of the application process and testing procedure are given in this booklet.

The non-routine admissions policy can be found on the school website: <http://www.reading-school.co.uk/page/?title=Application+Forms&pid=29>

## **Non-Routine Admissions**

Non routine admissions can occur when a student on roll leaves the school. A vacancy arises when the number of students on roll for a particular year group falls below the Pupil Admission Number (PAN).

The PAN for Years 7 and 8 is 150 (made up of 138 day students and 12 boarding students)  
The PAN for Years 9, 10 and 11 is 124 (made up of 112 day students and 12 boarding students)

Where the number on roll for a particular year group exceeds the admissions number due to an appeal, students who leave the school will not be replaced until the number on roll for that year group falls below the published admissions number.

The non-routine admissions process is normally triggered when the above conditions are met in Years 7, 8 and 9.

Reading School does not normally offer places after the start of Year 10 or for Year 11.

## **Non-Routine Admissions Process**

Applications for places in Years 7, 8, and 9 and 10 must be made directly to Reading School. For Year 7 vacancies, the initial waiting list following the Year 7 entrance tests, will be used until the 31<sup>st</sup> January following commencement in Year 7.

Parents/Carers who wish to apply for a non-routine place at Reading School, should complete the non-routine online application form available on the school's website and submit it online.

The school will maintain a database of prospective applicants and should a place become available, will invite those in the appropriate age group to sit an entrance test. On completion of the testing procedure, Reading School will pass details of the successful applicant(s) to Reading Local Authority.

Applicants can only apply for a day or boarding place, not both. Should a boarding place become available, we may decide to invite all applicants (day and boarding) but we will let applicants know in advance if we are trying to fill a boarding or day place. Should we be intending to fill a boarding vacancy, boarding applicants will take priority following testing should they achieve the expected standard. However, if we are unable to fill a boarding place, then we may decide to convert the place to a day place.

## **Testing**

We will only invite applicants to sit the entrance test if a place becomes available. When a vacancy arises, we will use the prospective applicant list to invite students to the school for testing. Reading School usually gives up to 3 weeks' notice of a test date.

The entrance test will be taken at Reading School. The test will cover verbal, numerical and non-verbal.

The Verbal, Numerical and Non-Verbal questions are set by a nationally recognised assessment body. The English extension question will test literacy. The results of the Verbal, Numerical and Non-Verbal questions will be combined, standardised, and placed in rank order. The standardised score will be used to determine the rank order of candidates. The tests assess verbal, numerical and non-verbal ability and will be such that no additional preparation is necessary. No past papers are available and no further information with respect to the tests will be given. A familiarisation website can be found at:

<https://www.intuproject.org/CEMSelect/CSFamiliarisation.swf>.

The purpose of the tests is not only to determine academic aptitude, but to establish the ability of the applicant in relation to the group of students they would be joining. Applicants must show that they are working at a similar level. For this reason all current students take the same test and thus applicants are standardised against that cohort.

## **Offer of a place**

The tests are marked and standardised by CEM (University of Durham). Candidates are given a standardised score and will be told the pass mark. Those who achieve the pass mark are ranked according to our oversubscription criteria in our non-routine admissions policy. The applicant ranked highest will be offered a place. All applicants will be notified of the outcome of the tests within 3 weeks of testing. Details of our oversubscription criteria and our designated area can be found on the admissions part of the school website.

## **Access Arrangements**

The parents of any boy with special educational needs or a disability, who are applying for a place at the School, should write to the Admissions Officer at Reading School so that any special arrangements that might need to be made to enable their son to take the entrance tests can be discussed. It would be expected that there would be supporting information from an accredited medical professional recommending arrangements appropriate to need. It would also be necessary to establish a history of need by demonstrating that similar arrangements are in place at the applicant's current school. Reading School may contact the applicant's current school to verify and confirm existing arrangements.

## **Passport Requirements**

All students must be entitled to hold a full British Citizen passport, be a national of the European Economic Area or have the right of residence in the United Kingdom. The holding of a British Overseas or British Dependent Territories passport does not make a child eligible for a State School education, neither does a temporary student visa.