

Admissions Policy

Newcastle High School for Girls is an academically selective school which admits pupils on the basis of their suitability to benefit from the education we offer. At all ages the criterion for admission is the academic potential which an applicant demonstrates through assessment appropriate to her age or circumstances.

The main entry points at Junior School are in Nursery, Reception, Year 3 and Year 5; we admit pupils to other Year Groups as long as they are not already full.

At Junior School, it is recommended that girls attend a taster day at School prior to assessment. For the assessment, girls will spend either a further half day or full day in School, depending on their age, during which time they will be assessed in the classroom setting. We take great care to ensure that girls find this an enjoyable activity. In our selection process we also take account of **the report provided by the applicant's current school, where appropriate.**

The main entry points at Senior School are in Year 7, Year 9 and Year 12; we admit pupils to other Year Groups as long as they are not already full.

Girls joining Year 7 sit an Entrance Examination usually in January of Year 6, and girls who are successful in the Entrance Examination are invited to attend an interview later in the Spring Term. In our selection process we also take account of **the report provided by an applicant's current school.** The selection process may occasionally take place at other times of the year in circumstances such as relocation.

The same general format is followed for entry to Years 8, 9 and 10 with testing arranged in the Autumn Term and at other times as publicised on our school website. Entry to Year 11 would only be considered in exceptional circumstances.

Entrance of new starters into the Sixth Form is gained on the basis of an interview in the year preceding entry and GCSE results. Girls are required to attain at least nine GCSEs, of which at least six should be at grade 6, 7, 8 or 9 (or B, A, A*). In addition, girls wishing to study certain subjects at A Level may be required to achieve a particular grade in a specified GCSE subject or subjects. This information is included in our annual Sixth Form Course Details brochure.

Parents of applicants are asked at the time of application whether their daughters have any special requirements or needs for the selection process, including the assessment and examination days, and we do our best to make reasonable adjustments to meet these needs during the admissions process. On entry to the School, further investigation and assessment into **new pupils' needs is undertaken**, and appropriate adjustments put in place.

Sibling Policy

The School has on roll a number of siblings and applications from siblings of current pupils are welcome and are considered on the same basis as applications from all other applicants.

Out of age applications

We consider applications from pupils who are not in the Year Group which most closely matches their chronological age, on a case by case basis. We take into account the academic attainment and potential of the pupil, as well as her pastoral and personal development and how well she would be able to fit into the Year Group for which an application is being made.

Transfer arrangements

Transfer from Nursery to Reception is generally automatic.

Transfer from Year 6 to Year 7 (Senior School) is generally automatic. In the rare case where there are reasons why a pupil in the Junior School would not be well advised to transfer to Senior School, this would be discussed with the parents at a much earlier stage and academic targets for transfer would be set before the end of Year 5.

Transfer from Year 11 to Year 12 (Sixth Form) is generally automatic provided that the girl achieves the Entrance Requirement for Sixth Form. In rare cases where the School has concern about a girl being able to achieve this level, we will discuss this with parents during Year 10. Targets for public examinations will be set as far in advance as practical and subsequent transfer will be conditional on attainment of these targets.

Transfers from other GDST schools may be arranged subject to availability of places and the agreement of the Head.

NHSG Awards Programme

Newcastle High School for Girls offers a number of monetary awards to girls entering Year 7 or Year 12 and the full details are outlined at the beginning of each academic year in the NHSG Awards Programme, which is published on the school website. For 2021 entry, the NHSG Awards Programme includes the following:

For Year 7 and Year 12 entry:

NHSG Head's Scholar Award and NHSG Scholar Awards

These are awarded to those girls who perform to the highest standard in the NHSG Year 7 Entrance Assessment. Year 12 applicants are required to meet our entrance requirements and in addition to sit a Scholar Award examination and attend an interview. Full details are in our annual NHSG Awards Programme.

For Year 7 entry

NHSG Exhibition Awards for Dance, Drama, Music and Sport

Applicants must meet the criteria set out in the annual NHSG Awards Programme. Year 7 Exhibitions are then awarded following audition and/or interview with a member of the school staff.

NHSG Scholar and Exhibition Awards are intended to be given for the duration of a girl's career at NHSG.

For Year 7 and Year 12 entry:

Bursary Awards

Bursary Awards awarded by GDST as well as Bursary Awards funded through other donations, are available to provide financial assistance to a number of suitably qualified girls whose parents could not otherwise afford the fees to enter Year 7 or Year 12. Bursary Awards are offered on the basis of academic merit and are means-tested. The value of the Bursary Award is related to the income and financial resources of the girl's family. The maximum value of the Bursary Award can be the full published fees. All Bursary Awards are confidential. Bursary Awards are reviewed annually and may be adjusted up or down, in value, as the family income changes.

A Bursary Award may be transferred to another GDST school with the agreement of the Head.

All NHSG Awards can be withdrawn at the discretion of the Head if progress, behaviour and/or a girl's attitude to work is unsatisfactory.

Equal Opportunities

Our policy is based on the principles within the GDST Equal Opportunities Policy, which states:

Each school has its own written admissions policy for principal points of entry, and a copy is available from the school.

Admission to schools is usually dependent on achieving an acceptable standard in an assessment or examination appropriate to the age group and academic pace of the school, as well as the availability of places. Due consideration will be given to educational experience in **assessing pupils' achievement of an 'acceptable standard', and to maximising access for pupils**

to whom the school can add value. All examinations and tests are expected to be free of bias, and broadly to reflect expectations of pupils at the relevant stage in their development, regardless of background.

Arrangements for tests are also made with the intention of ensuring that no candidate is unfairly disadvantaged, and, where practicable, reasonable adjustments will be made to cater for individual needs.

Proof of identity

As part of the application process we may seek proof of identity, nationality or date of birth by **requesting to have sight of the applicant's birth certificate or passport.**

Adjustments to Admissions procedure in exceptional circumstances during the period of the current Covid-19 pandemic

During any period when the School is unable to carry out its standard admissions process for those pupils wishing to join NHSG, the School will seek to carry out entrance assessments remotely through telephone interviews with pupils and/or **parents depending on the pupil's age.** Pupils looking to enter Senior School may also be required to complete online assessment tests. A copy of a **pupil's most recent full report sent to parents by the pupil's** current school will also be requested from the parent where appropriate.

For pupils who are offered a place at NHSG and who join NHSG at any time while under these circumstances, **the school will continue to monitor the pupil's progress at the end of each Key Stage** at Junior School and for entry into Senior School and into Sixth Form. In the rare case where there is a concern about a pupil moving to the next key stage or entering into Senior School or Sixth Form, the school will raise this with parents as early as possible.

Reviewed July 2021
Next Review Date July 2022