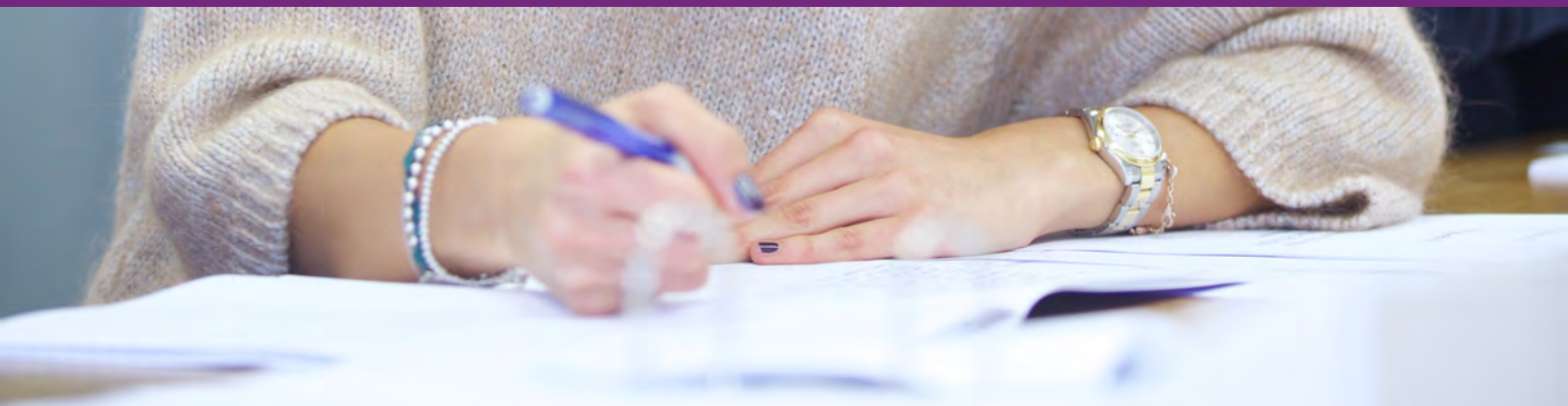


# The UK Boarding School Admission Process – Hints and Tips!

*Early planning is advisable, allow at least 18 months, although a shorter time frame is possible.*



1

## Before you start your search, draw up a list of your criteria:

### – Type of school:

- ↳ Through schools – Boarding 7-18
- ↳ Prep only - Boarding from 7- 11/13
- ↳ Senior only – Boarding 11/13 -18
- ↳ Girls only /Boys only and Co-educational
- Educational environment and ethos of the school
- Academically selective or non-selective - check entry criteria and assessment
- Location -town or rural – access to airports, family or friends
- Speak to current class teacher ‘what sort of learner is my child’
- Special requirements e.g. A sport, ballet, learning support
- Facilities – does it have a pool, dance studio, riding school etc?



2

## Once you have a list – start to research schools that meet the criteria or take advice from an Education Consultant who will help you through the process.

After you have looked at websites and joined virtual tours you should create a short list of schools to visit, we recommend 2 or 3 schools and visit during term time to see the school in action.



Take advice from us!



Web & Virtual Tours



Visit school during term

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Next step...

[www.andersoneducation.co.uk](http://www.andersoneducation.co.uk)  
[enquiries@andersoneducation.co.uk](mailto:enquiries@andersoneducation.co.uk)  
+44 (0)1474 815450

## Open Days and Personal Visits

### — *What to look for? Prep:*

- Meet the Head
- Talk to a House Parent
- Tour by Head or senior member of staff
- Speak to the Learning Support Department if support is required

### — *What to look for? Senior:*

- Meet the Head, Deputy Head or Head of Admissions (Senior)
- Talk to a House Parent
- Tour by Admissions or pupil
- Speak to the Director of relevant department(s), if necessary



### Helpful questions to ask when liaising with the school

#### Cost:

- Breakdown of fees: full boarding, weekly boarding, flexi boarding, day
- What is included in the annual fee?
- How many activities are free and cost of others?
- Are means tested bursaries available?
- Cost of uniform and any extras?
- Cost of compulsory and non-compulsory trips (and timing of trips)?
- How much pocket money do they need?
- What happens if they get invited to a birthday party outside of school?
- What happens when it is your child's birthday in school?
- Does the school offer a sibling or military discount?

#### School week and boarding questions:

- Average number of boarders in the boarding house – by age range
- How many pupils boarding at the weekend in the house or year group?
- Nationalities of the children who board in the school and in a particular house
- What sort of weekend activities are offered? Are they compulsory?
- What is the process for taking children home for a weekend?
- Can I visit them mid-week if I am in the area?
- Exeat weekends – how many? Can they stay in school on exeat weekends?
- Ask to meet a boarder in their current year.
- Is there Saturday school?
- + For Forces families - How many military pupils in the school?
  - ↳ Can I speak to another military parent at the school?

#### Health:

- What positive steps do the school take to encourage good mental health?
- School food – an army marches on its stomach!!
- Can pupils stay at school when they are unwell?
- What happens if my child is taken ill in the night?
- Who takes them to hospital?
- What is the system for seeing a GP?

## Registration

- Most families will register at one, maybe two schools
- Registration forms are available on the school's website or from the Registrar
- Pay registration fee (£50 - £200 non-refundable)
- Submit full birth certificate and copy of passport
- Submit recent school reports and Educational Psychologist Report if required
- Agree school can contact current school for a reference



### Helpful questions to ask when liaising with the school

#### Types of entrance tests:

- What type of tests?
- Verbal/Non Verbal
- CAT test
- Sixth Form – test in proposed A Level subjects, GCSE entry criteria
- Testing day at the school, format of the day
- For overseas students, can the tests be sat at current school or British Council?
- On-line (proctoring)
- Interview – face to face or online, who will the interview be with?

#### Offer and Acceptance

- Offer letter sent from school with parent contract, check the deadline for accepting
- Sign parent contract and pay the deposit (£500 - £1500) to reserve place
- Forces families may forward offer letter to the CEAS/PACCC to support application process
- School sends out joining pack and arrangements for beginning of term

#### Learning Support

- Check provision at the school – type of support, level of support
- Forward Educational Psychologist Report or any internal school data
- Meet Head of Learning Support at visit
- Forces families may have to send SENCO assessment to CEAS, extra financial help may be available

#### Scholarship

- What is the benefit to and expectation of the child?
- What is the financial benefit?
- When is the scholarship deadline?
- How are the children assessed for scholarships?

#### For Forces Families



Prior to beginning this process contact your unit to ask for advice and to ensure you are eligible for CEA (Continuity of Education Allowance). The MOD CEAS (Children's Education Advisory Service) [CEAS] offer advice, support, and information on CEA.

Contact CEAS via their helpline on +44(0)1980 618244 / Mil 94344 8244, or email: [dcyp-ceas-enquiries@mod.gov.uk](mailto:dcyp-ceas-enquiries@mod.gov.uk)

For those Forces families who are not eligible, many schools offer Forces discounts to those not in receipt of CEA.