



ADMISSIONS POLICY

SMT Owner	Director of Marketing and Admissions
Reviewed by SMT	October 2025
Effective from	01.01.26
Next review	01.01.28
Governor approval (Y/N)? Approved by Board of Governors (if Y)	Y (06.12.25)

References

- Equality Act 2010
- Data Protection Act 2018
- UK General Data Protection Regulation (UK GDPR)
- The Independent School Standards (Wales) Regulations 2024
- Special Educational Needs Code of Practice for Wales (2021)
- Estyn: Inspection Framework for Independent Schools in Wales (latest edition)
- Human Rights Act 1998
- Christ College Privacy Notice
- Christ College Records Retention Policy (Ad007)

1. General Admissions Principles

The School supports the principle of equal opportunities and opposes discrimination on the basis of age, sex, marriage and civil partnership, gender reassignment, race, disability, sexual orientation, religion or belief, or any other protected characteristic.

In light of this, we treat all applications equally. In line with the Equality Act 2010, the School is committed to ensuring that no applicant is disadvantaged by conditions or requirements that cannot be shown to be justifiable.

Christ College is a selective, co-educational day and boarding school. The school accepts pupils from age four, taking them through Key Stages 2 and 3 before preparing them for GCSEs in the first instance, and subsequently, subject to the acquisition of at least six 9-4 grades at GCSE, for A Levels.

We welcome pupils at any stage into St Nicholas House (Reception to Year 6). Most pupils enter the school at the main points of entry: age 5 (Year 1), age 11 (Year 7), age 13 (Year 9) and age 16 (Year 12) but pupils are also welcome to apply to join other Year Groups if space is available (Years 8 and 10). A pupil may be admitted directly into Year 13 in exceptional circumstances. We also accept short-stay pupils into Years 5 – 12 (staying three terms or less). Pupils usually join the appropriate Year Group for their chronological age, however pupils can join either the Year above or below depending upon specific individual needs and

circumstances.

Prior to entry, all parents considering the school are encouraged to visit. Such a visit typically involves a tour of the school with a senior pupil and meetings with the Head and a Houseparent. Prospective pupils themselves are also encouraged to spend a day at the school, with or without an overnight stay, to experience the atmosphere and routine at first hand. Many families visit on several occasions before a pupil joins the school: this is welcomed.

2. Reception to Year 6

Pupils wishing to join Reception, Year 1 and 2 are invited to spend a shadow day with us. Pupils wishing to join Years 3 - 6 are asked to attend a shadow day and complete an entrance assessment. Assessments are used to identify learning needs and ensure the School can provide appropriate support.

3. Year 7 to Year 10 (UK applications)

From Year 7-10, pupils are required to undertake entrance assessments in English and Mathematics, provide a recent school report and attend an interview with the Head or the Deputy Head Academic.

4. Sixth Form

For entry to Year 12, pupils are expected to achieve a minimum of six GCSEs at grades 9–4, including at least a grade 6 in subjects they wish to study at A Level. If pupils choose to study a BTEC, a minimum of grade 4-5 is required.

5. International Students

Entry to Year 7-11, international pupils are required to sit a supervised online entrance assessment in English and a Maths paper. A current school report and an online or in person meeting with the Head is also required.

International pupils applying for a 'short stay' (three terms or less) are required to provide a current school report, submit a short essay written in English and attend an in person or online interview with the Head.

6. Scholarship and Additional Learning Needs

Scholarships are awarded based on ability. Details of the scholarship process can be found in the scholarship policy. Applicants with identified additional learning needs will be assessed for reasonable adjustments as part of the admissions process. Details on admissions for pupils with Additional Learning Needs (ALN) are covered in the ALN policy.

7. Bursaries

Bursaries are available to support families with limited financial means and are awarded according to individual circumstances. Pupils may be considered for bursary assistance if their situation suggests they would gain particular benefit from attending Christ College rather than a local maintained school, and if the family's financial circumstances demonstrate genuine need. Full disclosure of financial details must be provided on the relevant form, available from the Admissions Registrar.

All bursary decisions are made by the Concessions Committee, following recommendations from the Head and the Bursar, to ensure consistency and fairness. The Concessions Committee acts under delegated authority from the Governors. Bursaries are reviewed annually, and parents are required to report any changes to their financial circumstances as they occur so that financial assistance levels can be reviewed fairly and promptly.

8. Registration and accepting an offer

Before a pupil can be considered for entry, a Registration Form must be completed and a Registration Fee must be paid. To accept the offer of a place, the parent must complete the Parent Contract and Acceptance Form and pay the required deposit as stated on the Acceptance Form. A pupil's place is confirmed only once these steps are complete. The place is then held for that pupil and contractual obligations apply as detailed in the Parent Contract and Acceptance Form.

9. Types of places available

The school offers the following types of place: full boarding, weekly boarding, flexi boarding and day. House allocation depends on the type of place and availability.

10. Agents

The school will consider applications from overseas agents on behalf of pupils. Overseas agents recommending pupils to the school are made aware of the entry procedures. The school only works with agents who uphold the same high standards of transparency and integrity expected by UKVI and the school.

11. Decision for entry

In all matters relating to admissions to Christ College the Head's decision is final. The school's complaints procedure applies to current parents and therefore does not extend to admissions decisions.

12. Data protection

Applicant data is processed in accordance with the Data Protection Act 2018 and the UK GDPR. Applicants' details will be held on file with due regard to data protection legislation and the School's Privacy Notice and Ad007 Records Retention Policy. Data is retained only as long as necessary for lawful purposes, generally no more than six months following an

unsuccessful application.