

## **Guidance Notes for 16+ Candidates and their Parents, Carers and Guardians**

**Please read these Guidance Notes before completing the online registration form for 16+ entry to Year 12 in September 2020.**

### **Overview**

16+ registration is open to children commencing Year 11 in September 2019, ordinarily with a date of birth falling between 1 September 2003 and 31 August 2004.

The registration form falls into two broad sections. Parents are asked to provide general information and the candidate themselves is required to provide information about GCSEs, Year 12 subjects and a personal statement.

Parents, carers or guardians provide information about:

- the candidate
- his or her parents, carers or guardians
- relevant medical conditions, including allergies and special dietary requirements
- specific learning differences, such as dyslexia

The candidate provides information about:

- GCSEs already taken and yet to be taken
- Year 12 subject choices
- the Personal Statement

The registration form enables you to indicate that you wish to be considered for means tested financial assistance to help with the cost of school fees (i.e. an academic bursary).

The registration form incorporates the scholarship application form for Music.

There is a registration fee of £150 which is waived for children qualifying for the Pupil Premium.

**Note that it is not possible to save a partially completed registration form, to return to and complete at a later date. You must be ready to complete your form in one go.**

**We strongly recommend that you print your completed form before submitting.**

### **1. Information about Parents**

If both parents live together with their child, please provide details of both parents. Note that we shall address email communications to "Parent 1".

If parents are separated, but both have regular contact with the child, please provide details of both parents. We shall then send all communications to both parents.

We do not require the details of a parent who does not have contact with their child.

## 2. Information about relevant medical conditions / special dietary requirements

When visiting Alleyn's during the admissions process, we will provide your child with refreshments. It is important for us to be aware of any relevant medical conditions or special dietary requirements, so that we can ensure that your child is well-cared for during his or her time at Alleyn's.

## 3. Specific Learning Differences

It is important that you inform us if your child has a specific learning difference, such as dyslexia. We are able to make reasonable adjustments in the entrance assessments (in line with the School's Entrance Examination Concessions Policy) if your child has a specific learning difference **and** has relevant supporting evidence from an appropriately qualified professional prepared within **two years** of the entrance examination. Once you have submitted your application form, you must email a copy of your child's supporting evidence, no later than Friday 18 October, to [deputyregistrar@alleyns.org.uk](mailto:deputyregistrar@alleyns.org.uk) We will then liaise with you to confirm any special examination arrangements which we are able to put in place for your child.

## 4. Scholarships

All candidates are automatically considered for an academic scholarship, but you must provide further information if you wish to apply for a **Music Scholarship**.

Candidates for the 16+ Music Scholarship should show evidence of real musical ability and offer at least two instruments, or voice and one instrument. It is not essential for candidates to have taken music examinations but, as a guide, the standard expected on the principal instrument corresponds with Grade VII. **Please note that not all candidates who apply will be called for audition.** Auditions for selected candidates will take place on **Saturday 23 November 2019**.

At audition, candidates will be asked to play two short, but contrasting, pieces on their principal instrument and to play one other piece on their second instrument. Sight reading tests will be given on the candidate's principal instrument, and ear tests will be given on pitch, rhythm and general aural response. Candidates will be asked to sing a song of their own choice and to talk about their musical and general interests.

Please indicate, when prompted to do so, if you wish your child to be considered for a Music Scholarship.

There will be an opportunity for you to include some information (up to 350 words) about your child's current musical activities, and we recommend that you prepare this in advance, ready to copy and paste.

**We do require supporting documentation** and, once you have submitted your application, ask you to email the following to [deputyregistrar@alleyns.org.uk](mailto:deputyregistrar@alleyns.org.uk):

1. a supporting reference from your child's instrumental teacher(s) and, where relevant, their current school's Head of Music, and
2. scanned copies of examination mark sheets.

Music Scholarship candidates will be sent further instructions regarding auditions in November.

**5. The Registration Fee and the Pupil Premium**

With the exception of children who qualify for the Pupil Premium at their current school, all candidates must pay a registration fee of £150.

If you are unsure of whether or not your child qualifies for the Pupil Premium, please contact your child's current school and ask it to provide you with confirmation in writing that your child qualifies for the Pupil Premium (an email from the School office, for example, will suffice). It can take schools some time to provide such confirmation, so please do not delay in contacting the school if you think you may be entitled.

You must send written confirmation of your child's entitlement to the Pupil Premium to [deputyregistrar@alleyns.org.uk](mailto:deputyregistrar@alleyns.org.uk).

**SECTIONS TO BE COMPLETED BY THE CANDIDATE**

**6. GCSE studies**

You should include details of all the GCSE courses you are currently studying or have already completed. You should include any available results or select "Not yet taken".

**7. Subject Choices for Year 12**

All students in the Upper School at Alleyn's study a core of either three main subjects alongside another option (such as an EPQ) or four main subjects. (You may find it useful to read the *Sixth Form Curriculum Booklet*, available on the 16+ Admissions pages of the School website.)

Please state the three or four subjects you hope to study in Year 12 **in order of preference**. If you are called for interview, you will be interviewed in three of the subjects which you have selected and any offer of a place will be made on the basis of these subjects.

**8. Personal Statement**

This section of the registration form provides candidates with the opportunity to write a little about themselves and to provide some background to their application. Alongside candidate's performance in the entrance assessments, this Personal Statement will be used as part of the selection procedure to judge which candidates are called for interview. You may wish to include information on:

- Why you have applied to Alleyn's?
- Why you want to study the subjects you have selected? Include anything else you would like to tell us about your subject options, for example, if any of the other options offered are of interest to you?
- What you hope to do having completed your A levels. For example, any long-term career ambitions you may have?
- School activities you are involved in. For example, drama, music, sports and so on, and any responsibilities you have?
- Out-of-school activities and interests.

**THE PERSONAL STATEMENT MUST BE THE CANDIDATE'S OWN WORK, WRITTEN IN THEIR OWN WORDS, AND BE NO MORE THAN 350 WORDS.** We strongly recommend that candidates prepare their personal statement in advance, ready to copy and paste into the registration form.