

Reading School: Year 7 Boarding Admissions Policy

Reading School ('the School') is a designated grammar school and operates as a single-sex academy. The Governing Body is the admissions authority and follows the School Admissions Code 2021.

Education at Reading School is free, and admission is not dependent on any voluntary financial contribution. Boarding fees cover board and lodging, and can be found here: [Reading School - Boarding Fees](#) A boarding deposit is required for all those who have received a conditional offer and agreement to the [Boarding Terms and Conditions](#).

Only weekly boarding is available. There is no catchment area for boarding applicants. As a state school, boarding places are open to British citizens and anyone with a right of residence in the UK. Boarders must have suitable accommodation outside School for the weekends. This must be provided by the family or a guardian. Reading School regrets that it is unable to assist in finding a guardian.

Entry is selective by ability and based on a process designed to identify students whose needs are best met by the school's academic provision. This policy adheres to the Equality Act 2010. This policy applies to admissions for entry in September 2027.

All enquiries about admissions should be directed to admissions@reading-school.co.uk, with your child's full name in the title. Families are expected to read the full admissions policy and guidance before making contact.

Converting from Day to Boarding

If you decide that you wish to convert your registration from day to boarding, you may do so by emailing admissions@reading-school.co.uk. If you make this decision after 1st March 2027, your child will be placed below those boarding applicants already on the waiting list after the initial round of allocations on 1st March 2027 and will not be re-ranked on the waiting list until every boarding applicant on the waiting list has been offered a place.

Converting from Boarding to Day

It is NOT permitted to convert a boarding offer into a day school application at any point after 1st March 2027.

If a parent chooses to withdraw their son from boarding in Years 7-13, they will be treated as having been withdrawn from Reading School entirely.

Published Admission Number

The School admits 12 boarding students into Year 7 each year, allocated in line with the school's separate Day Admissions Policy. The Published Admissions Number (PAN) is 150. The school may admit above its PAN, and will notify the Local Authority if this is the case. The PAN does not apply for in-year

applications (Years 8-11). The school may choose to admit above 138 day (150 including Boarding) students.

Eligibility for Year 7 Entry

To be considered for admission to the School in September 2027, applicants must meet all of the following criteria:

- Be biologically male.
- Be in Year 5 of primary school in July 2026, with a date of birth between 01/09/2015 and 31/08/2016 inclusive. Applications beyond this range are permitted in particular circumstances (see Appendix 5).
- Have registered for and completed the Reading School entrance test.
- Be deemed of eligible academic ability based on entrance test performance when results are released.
- Have listed Reading School on the Common Application Form (CAF) submitted on time to their Local Authority.
- Have not made an application which contains any incorrect, fraudulent or misleading information. The School can refuse to admit a child if an offer has been made on that basis,
- Repeat applications within the same academic year will not be accepted.
- Be deemed as 'suitable for boarding'

Registration for Entrance Test

Registration for the entrance test must be fully completed directly with Reading School via the online form [Reading School - Year 7 Entry](#) between 1st February 2026 and midnight on 17th May 2026.

Registering for the test is **not the same** as applying for a school place (see next section).

- All registrations will be acknowledged via Applicaa. If you do not receive confirmation within 14 working days, please contact admissions@reading-school.co.uk.
- In cases of separated parents or guardians, the registering parent is responsible for ensuring all parties are informed of the registration and any related communication.
- Parents/carers must complete the Special Arrangements, Sporting Aptitude, Looked After Children, Pupil/Service Premium and Boarding Need sections as fully as possible, and are responsible for informing admissions@reading-school.co.uk of any changes to this information after submission.
- Registrations received after the deadline or still incomplete at the deadline will be considered 'late' unless unforeseeable exceptional circumstances can be evidenced that were beyond parents' control and prevented a timely registration (e.g. short notice job relocation, housing issues, severe illness of a single parent, flight from domestic abuse or relocation by members of

the armed services) or the child moved into the area after the closing date for registration. The Director of Admissions will make a decision based on the evidence provided.

- Late registrants and/or late CAF applicants will not be tested until after 1st March 2027 and will be treated in line with late school place applications.
- Families who register on time will receive details of the test venue and time by the end of June 2026 at the latest.

A link will be sent to you with the Test Details. Parents must print and complete this Test Details form, which must be stamped and dated by the child's primary school headteacher. Reading School reserves the right to contact the school and share the child's photograph to confirm identity for the entrance test. This completed Test Details Form must be brought to the test day.

Entrance Test

The entrance test will be held in **July of Year 5** for boarding candidates. The proposed date is 16th July 2026. Boarding candidates requiring special arrangements will be tested on 15th July 2026.

All test sittings will contain the same test content. A child may only take the test once. It is not possible to change the time or venue. Alternative dates are only available in cases of illness or incapacity on the day, supported by a medical certificate in advance or dated on the day.

In exceptional circumstances, test dates and venues may change. Any updates will be published on the Reading School website and candidates will be notified via email.

The test consists of four papers: Adventure, Beacon, Compass, and Discovery. These include multiple choice, constrained response and written questions covering:

- Thinking Like an Author
- Thinking Like a Problem Solver
- Thinking Like a [Key Stage 2 subject] - up to and including the Year 5 programme of study [The national curriculum: Key stage 1 and 2 - GOV.UK](#)
- Thinking Creatively ('the ability to think of new and imaginative ideas, or to solve problems in original and unique ways')

Children are expected to show ability appropriate to the Key Stage 2 curriculum, up to and including the Year 5 programme of study. No additional preparation is necessary. There are no 'practice papers' or 'past papers' available. Working with our test provider, we are committed to making the test content accessible to all candidates regardless of primary school, socio-economic background and disabilities.

Answers must be completed on a separate answer sheet.

A familiarisation guide is available on the Reading School website to help children understand the format of questions, and how to complete the answer sheet.

A child may only take the test once. If a student is found to have sat the test more than once, only the earliest score will be used. Multiple test attempts may be considered fraudulent or misleading, and any offer of a place may be withdrawn.

Sporting Aptitude Assessment

- As part of the registration form, all boarding applicants may opt to take part in the Sporting Aptitude Assessment.
- Up to **15 places** (Category 3) may be offered to candidates (from both day and boarding) who:
 - o Achieve an eligible score in the academic entrance test
- AND
- o Exceed the threshold in the Sporting Aptitude Assessment.
- Candidates will be ranked by their sports aptitude score for these places to be allocated.
- All registered participants who are eligible will be invited to a single assessment session. There is **only one opportunity** to be assessed. The proposed date is 8th September 2026. Registrants will be informed of arrangements by mid-August at the latest.
- The assessment includes a range of non-sport-specific tasks designed to measure potential and propensity to develop ability in sport. It is conducted in two stages:
- **Stage 1:** All candidates participate. Those who meet the minimum threshold will continue to Stage 2 on the same day. Candidates not meeting the threshold will leave after Stage 1.
- **Stage 2:** Further sports aptitude tests. Scores are awarded for each element of each stage.
- A final ranked score is produced, and a threshold is applied. Parents will be informed if their child has met the threshold and is eligible for consideration under the Sporting Aptitude criterion.
- Only candidates who exceed the threshold will be considered for a Sporting Aptitude place.
- Parents are advised to carefully consider their child's sporting aptitude before registering.
- Please be aware that if you have registered for a day place and you are living outside of the catchment area, your son will not be eligible to sit the sporting aptitude assessments.

Special Arrangements (SEN and Disabilities)

- Parents or carers of children with Special Educational Needs (SEN) (including an EHCP), a visual impairment, disability or who require special support or resources to sit the entrance test must complete the **Special Arrangements** section of the registration form.

- A description of the child's needs and supporting medical or professional evidence must be provided within 5 days of the registration deadline.
- Reading School will contact the child's primary school to confirm a history of need/access arrangements, their usual way of working and we will make reasonable adjustments to ensure the test is accessible.
- Parents will be notified of the adjustments being made by the end of **June 2026**.

Medical Issues and Illness on Test Day

- If your son is unwell on the test day but still able to attend, please call **0118 901 5600** at least one hour before the test begins so that staff can monitor him during the session.
- If your son is too ill to attend, you must email admissions@reading-school.co.uk at least one hour before the test starts. A scanned medical note (dated on the test day) must be submitted by **noon on the Wednesday following the test** in order to arrange an alternative date and keep the registration as 'on time'.
- If sufficient evidence is not received by this deadline, the registration will be withdrawn. To proceed, you must submit a new registration, which will be treated as **late**. Late candidates will not be tested until after **1st March 2027**.

Additional Test Sessions

Additional test sessions may be arranged if:

- The child was unable to attend the original test due to unforeseeable exceptional circumstances beyond the parents' control (e.g. sudden illness, change of employment), and sufficient evidence is provided.
- Parents/carers who register for the test **after the registration deadline**.
- Evidence must be submitted to support the request. The school will determine eligibility and arrange a suitable test date where appropriate. Each registration will be considered on its own merits.

Test Results and Eligibility

All test data will be used to produce standardised scores, with age adjustments applied. The school may apply weightings to different elements of the test, which are set annually.

Out of catchment day applicants and day applicants who move into the catchment area after the entrance test will only have their creativity element assessed if places remain unfilled after the 1st March 2027, and will be ranked accordingly.

The **eligible score** for entry in 2027 will be determined by the Governors' Admissions Committee, based on performance of the current cohort, comparisons with previous cohorts, the oversubscription criteria and the PAN. This is not a pre-defined pass mark.

You will be notified whether your child has achieved an eligible score by email by **mid-October**. Results will be released before the Common Application Form (CAF) deadline, to support informed decision-making.

Please note:

- Achieving an eligible score does **not guarantee** a place at Reading School.
- More candidates are likely to achieve the eligible score than there are places available.
- The oversubscription criteria below will be applied until the PAN is reached.
- Achieving a score that secured a place in a previous year does **not guarantee** admission in 2027.
- Candidates below the eligible score will not be considered for admission to the School and will not therefore be ranked according to the oversubscription criteria.

Tie-Break Criteria

If two or more candidates within an oversubscription criteria achieve the same overall score, priority will be given to the child who scores highest in the Discovery paper.

If scores are still equal and there are not enough places for all eligible applicants:

- If scores remain tied, places will be allocated using a **computerised random number generator**, conducted by an independent person from the Local Authority.

These tie-break procedures also apply to the **waiting list after 1st March 2027**.

Education, Health and Care Plans (EHCP)

- Children with an Education, Health and Care Plan (EHCP) that name Reading School Boarding will be admitted **before other applicants**, provided they meet the required eligible score for entry in 2027.
- The number of places available under the oversubscription criteria will be reduced accordingly. Please refer to the separate section on arrangements for students with Special Arrangements sitting the entrance test to ensure you have provided the School with sufficient information regarding special arrangements for the test and evidence of EHCP.

Oversubscription Criteria

Where the number of eligible candidates exceeds the number of available places, offers will be made in the following priority order until the PAN is reached (assuming that an offer from a higher preference school has not already been made by the Local Authority):

Category 1: Looked-After and Previously Looked-After Children

- Candidates with an eligible score who are in public care (in or outside England), or were previously in care and later adopted or placed under a residence/special guardianship order. See Appendix 2.
- Ranked by standardised test score.
- **Category 2: Pupil Premium or Service Premium**
 - Candidates with an eligible score (or up to 5 marks below) and are entitled to the Pupil Premium or Service Premium grant. See Appendix 2 and 3.
 - Ranked by standardised test score.
- **Category 3: Boarding Need**
 - Candidates with an eligible score and for whom it can be demonstrated that they are either:
 - Boys at risk or with an unstable home environment
 - Boys whose parents are members of the UK Armed Forces, Crown Servants, or key workers (e.g. charity workers, people working for voluntary service organisations, teachers, law enforcement officers and medical staff working abroad) whose work dictates that they spend much of the year overseas or working unsocial hours.
 - Ranked by standardised test score.
- **Category 4: Sporting Aptitude (up to 15 places)**
 - Candidates with an eligible score and who exceed the threshold in the Sporting Aptitude Assessment. See Appendix 6 and 3.
 - Ranked by standardised score in the sporting aptitude assessment.
- **Category 5: Twins/Multiples**
 - Candidates who are born during a multiple birth (a pregnancy resulting in two or more babies), who achieve an eligible score, and have a sibling ranked in the top 12 of boarding registrants. See Appendix 3.
 - Ranked by standardised test score.
- **Category 6: All Other Eligible Candidates**
 - Candidates with an eligible score who do not meet any of the above categories.
 - Ranked by standardised test score.

Evidence of the relevant above status is required to be submitted on the registration form (Applicaa) before the entrance test day. See Appendices for details of relevant evidence.

Any evidence received after this date may be considered as late and therefore only considered after 1st March 2027, unless evidence of a genuine change of circumstances is received and approved.

Reading School reserves the right to recategorise or withdraw an application or offer of a place if it has been made on the basis of an incorrect, fraudulent or misleading application.

Application

- Reading School participates in the coordinated admissions scheme operated by local authorities.
- Parents must apply for a school place via their **home Local Authority (the one to whom Council Tax is paid)**.
- For the Local Authority (LA) to offer your son a place at Reading School, you **must** name **Reading School Boarding** on the LA's Common Application Form and be ranked high enough in the results. Without naming us on the CAF, a place cannot be offered, even if a child achieves an eligible score.
- The deadline for submitting the CAF is **11.59pm on 31st October 2026**. Late applications will not be considered 'on time', even if the registration was submitted before the deadline.
- All local authorities use an **equal preference system**, meaning:
 - o Listing Reading School as your first choice will **not disadvantage** your child if they are not offered a place.
 - o Schools do **not see** the order in which they are preferred.
 - o Schools **cannot** discriminate against your application simply because you did not put them as first preference.
 - o If your child qualifies for more than one school, the Local Authority will offer a place at the **highest-preference** school for which they meet the criteria.
- Therefore, parents are strongly advised to place schools in their **genuine order of preference** (with first choice named at Preference 1).

Suitability for Boarding

The School Admissions Code 2021 states that a maintained boarding school can interview applicants to assess suitability for boarding and must consider the following:

- Does the child present a serious health and safety hazard to other boarders;
- Will the child be able to cope with and benefit from a boarding environment.

Every boarding school is different and has its own individual boarding community and culture. As such, the professionals at Reading School assess suitability for boarding in relation to the School's own boarding environment. A child being assessed as suitable to board does not mean that they are guaranteed a place at the School. The School's Admissions Policy and oversubscription criteria apply

Suitability for boarding will be assessed through one or more of:

- Supplementary Information Form;
- An informal meeting/interview (without the parent present);
- A reference from current/previous Schools;
- Experiences of a Boarding trial night;
- Any other relevant information received.

The above do not take into account the candidate's academic suitability, which is solely assessed by the entrance tests. See Appendix 7 for further information.

Offers of Places

- Formal offers of school places are made by your **home Local Authority on National Offer Day (1st March 2027)** in line with the coordinated secondary school admissions scheme.
- You will be informed either:
 - o That your son has been offered a place at Reading School, or
 - o That a place cannot be offered at that time, but (if he met the eligible standard) his name has been placed on the **waiting list**, along with his position.
- Parents/carers are expected to respond within **two weeks** of the offer. A reminder will be sent before a child is withdrawn from the offer list.
- You will be asked to send a deposit payment.
- Late registrations and late applications with eligible scores will only be considered in later rounds, subject to waiting list position and available places.

Waiting List

After initial offers are made on 1st **March 2027**, additional places may become available if families accept places elsewhere. These will be offered from the waiting list, up to the school's Published Admission Number (PAN).

- A boarding waiting list will be automatically created for all eligible applicants who have not already been offered a higher preference School from their CAF.
- Places will be offered in line with the same **oversubscription categories above**, and any changes or additional applicants will be acknowledged when the waiting list is re-ranked on 1st April 2027.
- The waiting list is held and administered by the **Local Authority** until 31st August 2027 and will remain active under the School's administration until **31st January 2028**.

After **31st January 2028**, academic suitability will be assessed using a separate test. Please refer to the **In-Year** section for details.

Appeals

- Parents/carers of children who are refused or not offered a place will be informed of their right to appeal, in accordance with the School Admissions Appeal Code ([Appealing a school's decision](#))
- Appeals must state the **grounds for appeal**.
- All appeals are heard by the same **independent panel**, and their decision is **binding** on both the school and the family.
- Details of the appeal process will be published on the Reading School website after **1st March** each year.
- For applications made in the **normal admissions round**, appeals will be heard within **40 school days** of the appeal deadline.
- For **late applications**, appeals will be heard within **40 school days** of the deadline where possible, or within **30 school days** of the appeal being lodged.
- Appeals submitted **after the deadline** will still be heard.

Fair Access Protocol (FAP):

- Reading School follows the **Fair Access Protocol (FAP)** and considers applications made by the Local Authority on a **case-by-case basis**.
- This admissions policy operates **separately** from the Fair Access Protocol. However, the school will take into account the relevant provisions of the **School Admissions Code (2021)** when making decisions under FAP, provided that the candidate meets the eligible score.

In-Year Admissions (Entry into Years 8–11 and beyond 31st January of Year 7)

All of the preceding policy wording remains relevant for In-Year admissions, apart from the following distinctions:

- Parents must complete an In-Year Registration Form ([Reading School - Application Forms](#)) to Reading School directly in order to be considered. The school will confirm receipt within **15 school days** with notification of the test date. The test date will usually be in June.
- All applicants must sit an In-Year **entrance test**, regardless of whether they previously took the Year 7 test.
- The In-Year entrance test will contain a mixture of multiple choice and constrained response questions appropriate to that age group from a range of National Curriculum subjects, plus a piece of Creativity.
- The In-Year entrance test will take place in June, regardless of a place being available. The exception to this is if a space in a particular year group becomes available prior to this date, in which case Reading School will invite all applicants in that year group to sit the test.
- Results will be combined and standardised, with the eligible score set commensurate with the existing students of that year group.

- Children with an Education, Health and Care Plan (EHCP) who meet the academic standard and name Reading School on their EHCP will be admitted.
- If no places are available, children may join the **in-year waiting list**.
- If more students meet the required standard than there are places available:
 - o Places will be allocated using the **oversubscription categories outlined above, by rank order of combined scores**.
- Waiting list rules:
 - o Students who pass the test but are not offered a place will remain on the waiting list unless parents request removal.
 - o Repeat applications will not be considered in the same academic year.
 - o Students who do not meet the standard will be removed.
 - o The waiting list is **revised annually** and does **not roll over**. Parents must reapply each year to remain on it.

APPENDIX 1

Key Dates/Timeline document

2026

- Open Day: 25th March 2026
- Registration Deadline: 17th May
- Evidence Deadline: 30th May
- Test: 15th/16th July
- Sporting Aptitude Assessment: 8th September
- Result notification: mid-October
- Eligible Candidates Open Afternoon: late October

- CAF Deadline: 31st October

2027

- National Offer Day: 1st March 2027
- Acceptance Deadline: 13th March
- Welcome Evening: June
- Induction Day for new students: July
- Start of Term: September 2027

Appendix 2: Indicators

Type	What is it?	Who is eligible?	What evidence do I need to give Reading School?
Looked After, Previously Looked After or Special Guardianship (relevant for Category 1)	A 'looked after child' or a child who was previously looked after but immediately after being looked after became subject to an adoption, child arrangements, or special guardianship order including those who appear [to the admission authority] to have been in state care outside of England and ceased to be in state care as a result of being adopted. A looked after child is a child who is (a) in the care of a local authority, or (b) being provided with accommodation by a local authority in the exercise of their social services functions (see the definition in Section 22(1) of the Children Act 1989).		Adoption order; Special guardianship order (SGO); Child arrangements order (CAO), or a letter from the local authority confirming the child's status immediately before a court order was made. You must complete the (Previously) Looked After Child section on the registration form
Pupil Premium grant (relevant for Category 2)	Funding given to the school for children from lower income families to support their time in school You can find out about your eligibility here: Apply for free school meals - GOV.UK	<ol style="list-style-type: none"> 1. Children who are currently eligible for Free School Meals* 2. Children who have been eligible for Free School Meals at any point in the last 6 years* 3. Children who are currently in care 4. Children who have previously been in care <p>*at the time of completing the registration form AND admission</p> <p>The School will use the Local Authority's eligibility checking service and therefore may require your National Insurance number and/or your child's UPN from their current school.</p>	You need one of these: <ul style="list-style-type: none"> - A letter from your child's primary school saying that they are eligible for the Pupil Premium - Current evidence of receipt of income support - Child tax credit - Job seekers allowance - Employment support allowance (income based) - Guaranteed element of state pension

			<p>credit and support under Part VI of the Immigration and Asylum Act 1999</p> <p>You must complete the Pupil Premium section on the registration form</p>
<p>Service Premium grant (relevant for Category 2)</p>	<p>Funding given to the school for children from military families to support their time in school</p>	<ol style="list-style-type: none"> 1. Children who have one or more parents serving in the regular armed forces 2. Children who have been registered as a 'service child' on a school census in the past 6 years 3. Children who have had one parent die while serving in the Armed Forces and the child receives a pension under the Armed Forces Compensation Scheme or the War Pensions Scheme 4. Children who have a parent in the armed forces of another nation that is stationed in England <p>The School will use the Local Authority's eligibility checking service and therefore may require your National Insurance number and/or your child's UPN from their current school.</p>	<p>You need one of these:</p> <ul style="list-style-type: none"> - A letter from your child's primary school saying that they are eligible for the Service Premium - A letter from the parent(s) armed forces commander or other senior officer - Evidence of pension rights <p>You must complete the Service Premium section on the registration form</p>
<p>Boarding Need (relevant for Category 3)</p>	<p>Boys for whom it can be demonstrated that they have a significant need to be a boarder at Reading School.</p>	<p>Examples of evidence that could support an application under the Boarding Need criterion might include but is not limited to:</p> <ol style="list-style-type: none"> 1. Social Worker Reports: A report from a social worker or caseworker that details the family's or child's circumstances (e.g., involvement in child protection plans, foster care placements) and why the school's location or resources are uniquely suited to meet the child's needs. 2. Police or Court Documents: Where there are safety concerns, such as a restraining order, witness protection, or family relocation due to domestic violence, which make it essential for the child to attend a boarding school in a specific area. 3. Housing or Refugee Documentation: Evidence from housing officers or support workers in cases where the family is living in temporary accommodation, a women's refuge, or where relocation to a particular area is essential due to social welfare needs. 	<p>Applications under this criterion must be supported by written evidence from a relevant professional, such as a doctor, social worker, or other specialist, outlining the child's or family's social or welfare circumstances. The evidence should explain why these needs can only be met by the child boarding at this specific school, as opposed to attending as a day student or boarding at another school. Priority under this criterion will only be given in exceptional cases where the evidence shows that attending the designated school is essential for the well-being of the child.</p>

		<p>4. Support Letters from Charities or Advocacy Groups: A letter from a charity or non-profit organisation (e.g., domestic abuse or disability support services) providing evidence that the child or family has received support from the organisation and that attending the specific school as a boarder will benefit their social welfare.</p> <p>5. Official letters detailing the overseas work of parent(s), including time.</p>	<p>You must complete the Boarding Need section on the registration form</p>
--	--	--	---

Appendix 4: Investigating Addresses

The Governors are concerned to ensure that applicants who provide misleading, incomplete or fraudulent information for admissions do not deprive other applicants of a rightful place. The Governors' Admissions Committee will consider each application and apply the school's admissions rules where an address appears to be temporary or false.

To ensure that places are offered correctly and fairly, we reserve the right to request any and all further information later in the year and at any time to demonstrate that the child is still resident there.

We reserve the right to re-open any admission at any time if new and credible information is received which questions the validity of an address, and will request any documents we feel necessary.

The evidence required will need to prove that no other alternative address was owned and available to the candidate at the appropriate time.

The candidate will be given 7 days in order to provide the documents requested. During this period, an application will continue to be processed until a decision is made.

Elements that cast doubt on the application and therefore prompt suspicion of fraudulent addresses:

An application will be viewed critically and may ultimately be refused or withdrawn after further investigation and request for evidence if, inter alia (non-exhaustive list):-

- a. any rental agreement has been contracted in the 12 month period prior to the closing date for admissions;
- b. the family has recently moved from a property from which their application was less likely to be successful;
- c. there are reasonable grounds to believe that the home address provided is an "accommodation" address for the purposes of a fraudulent application;
- d. evidence of the parental address is not supplied at the time the application is made;

e. parents are unable to provide sufficient evidence that the previous address has been disposed of and is no longer used by the family to live in;

e. an Assured Shorthold Tenancy of minimum 12 months (or other alternative evidence of residency) cannot be provided;

f. if a child's application address does not match the address of that child at their current school;

g. when a child is attending a primary school in a different authority or substantial distance to that of the School or the residential address;

h. when a family moves residence at any point during the Admissions process (including during their first term at the School)

i. Council tax information shows a different residence at the time of application;

j. The family has returned to an existing property which was occupied prior to the closing date of applications;

k. A rental agreement is not administered by an agent who is signed up to the Property Ombudsman or ARLA (PropertyMark), and/or not signed up with a government-approved Tenancy Deposit Scheme (TDP). We will not accept any rental agreements which do not conform to this standard.

<https://www.gov.uk/tenancy-deposit-protection>

l. More than one property is owned, rented or occupied and sufficient evidence cannot be provided where the child usually lives;

m. Where Reading School are not informed of an address change within 2 weeks of the move;

n. Where an incorrect address is used, including that of a property that is owned but not occupied by the child's parent(s);

In the event of evidence being presented regarding potentially fraudulent applications, the Governors' Admissions Committee will make a decision as to:

1. whether or not the claimed address can, on the balance of probability, be accepted as the child's only or main residence at the appropriate time; and

2. if the panel is satisfied that the claimed address cannot be accepted as the child's only or main residence at the appropriate time, whether or not the claimed address was used by the parent/carer solely or mainly in order to gain an advantage in accessing a school place

If a school place is offered based on fraudulent or intentionally misleading information, the offer may be withdrawn, even if the child has started at the School.

Where a child arrangement order states the child lives equally with two parents/carers, the latter must agree which address to use for the school application. If the order specifies the child lives mostly with one parent/carer, that address will be used. If there is no order and the child lives with both

parents/carers, the address where Child Benefit is claimed or where the child is registered with a GP will be considered and other contributory evidence considered.

Applicants living outside of England may only submit an application if they have a linked address within the Local Authority area, and documentary evidence must be supplied to show they will return to the address prior to the September in the year of entry; this address must not be an address of convenience.

Appendix 5: Education Outside Normal Age Group

Children are usually educated with peers in their chronological age group. However, in **exceptional circumstances**, parents/carers may request admission outside their child's normal age group. They must register for the test and make an application as usual.

- Requests must be noted during registration for the test and supported by **evidence**, such as:
 - o Academic, social, and emotional development
 - o Parental and headteacher views
 - o Medical history and professional advice
 - o Previous education outside normal age group
- The **Admissions Authority** will decide whether the child is eligible to sit the Entrance Exam, based on individual circumstances, in the child's best interests and in line with **sections 2.18–2.20 of the School Admissions Code**. Parents will be informed of the outcome **before the entrance test**.
- Candidates may **only sit the Entrance Test once**. If successful, the child will be placed in their **normal age year group** upon entry. There is **no right of appeal** against this placement.
 - o For guidance on submitting an application, parents should contact the **Admissions Officer** on admissions@reading-school.co.uk.

Appendix 6: Sporting Aptitude Assessment

If your child participates in the Sporting Aptitude Assessment but is not successful in meeting the required threshold to be considered for one of these places, he can still be considered for a place at the school under the other admission criteria, provided he has passed the entrance examinations.

Taking part in the Sporting Aptitude Assessment in no way disadvantages your son in his chances of gaining a place in the school under other of the admission criteria.

On the day of the Sporting Aptitude Assessment candidates will take part in fitness tests and sports related practices. While we appreciate that some candidates might feel nervous about taking part in the day, the environment will be relaxed, friendly and supportive. The tests will be administered by our own experienced specialist PE staff, coaches and external assessors.

The Sporting Aptitude Test is scheduled to take place on 8th September 2026. Please note that there is no other date available for the sporting aptitude test to take place.

If you want your child to be considered for a sporting aptitude place, please complete the Sporting Aptitude section of the Reading School registration form. The rationale for reserving up to 10% of the school's Year 7 places for those who achieve an eligible score in the entrance test, and excel in the sporting aptitude assessment is to ensure we widen opportunity for young people who show academic excellence and an additional range of skills.

Appendix 7: Suitability for Boarding Process

With a higher ratio of pupils to adults in a boarding house than one would typically find in a domestic environment, it is not always possible for a school to provide an appropriate environment for a pupil where their needs require more intensive supervision and support. There may therefore be times when the school determines that it cannot reasonably accommodate a pupil in a boarding environment, whether for pastoral, behavioural, disciplinary or health reasons.

How a Decision is Reached:

In determining whether an applicant is suitable to board, Reading School has regard to the questions listed in this section. They form part of the School's comprehensive assessment as to whether a child a) presents a serious health and safety hazard to other boarders and/or b) will be able to cope with and benefit from a boarding environment. These questions support the School to determine whether the child's character, behaviour, conduct, physical and mental health are compatible with points a) and b) above

At the application stage (Supplementary Information Form):

Does the child wish to board? How do they feel about boarding?

Does the child have experience of staying away from home?

Does the child have any difficulty relating to others?

Has the child ever exhibited any challenging behaviour?

Has the child had any traumatising or difficult experiences?

Does the child have any medical needs or a disability which would require adjustment to the boarding accommodation, routine or practice? (this can relate to physical medical needs and/or mental health.)

At the reference stage:

Some of the application stage questions are once again covered. Additionally, the following questions are asked of the child's current/previous school:

Does the child show resilience in unfamiliar settings without their parent/carer?

Does the child play/work on their own or do they always seek the company of others?

Has the application for boarding been discussed with their current/previous school?

Has the person writing the reference formed an impression of whether or not the child wishes to attend boarding school?

Does the child have a record of misbehaviour? For example: assault, physical violence, inappropriate sexual behaviour, intimidation of other children, theft or damage to property which may pose a danger to himself or to other pupils in the boarding context?

Does the child have any social, emotional, medical, mental health or behavioural difficulties?

Does the child have any significant health issues, either physical or relating to mental health?

Has the child had any involvement with counsellors or outside agencies?

At the interview stage:

At this stage, the assessment is centred on the interviewer's overall impression of the applicant in relation to suitability for boarding. Questions posed to the applicant by the interviewer are age-appropriate and may be informed by a reference or any information submitted prior to the interview taking place. As well as the answers given by the applicant, the interviewer will consider the child's body language, eye contact, communication skills, and general conduct at interview and what this may indicate. Areas which are looked at are as follows:

- Confidence
- Social ability/skills
- Listening ability
- Personal values
- Understanding and engagement
- Emotional and psychological traits

Additionally, the interview will explore the following areas:

- Is the child's bedtime routine and relationship with food compatible to the boarding environment?
- What is the child's level of English comprehension at interview? Is their comprehension sufficient to follow health and safety instructions?

The above questions/areas are the foundation and basics of the School's assessment for suitability for boarding. Should specific concerns be raised at any point during the application process which indicate that an avenue not listed above needs to be explored, the School will do so.

Boarding Trial:

In situations where an assessment of a child's suitability for boarding is inconclusive and the School is not satisfied that it can ascertain a child's suitability via an interview and reference alone, a boarding trial will be offered. The trial period aims to further evaluate the child's compatibility with the boarding environment, whether they would cope and/or benefit from boarding, and addresses any outstanding uncertainties or reservations the School may hold.

This situation may arise due to:

- Concerns are raised during the interview process and/or reference that cannot be adequately addressed or answered by the child, family or previous school.
- Contradictory information is provided by the child, family and/or previous school.
- Observations are made at interview stage that are inconsistent with the information provided by the family and/or the child's reference.
- Further information is received regarding the child's character, behaviour, emotional/physical/psychological wellbeing which brings into question their suitability.
- The child has a record or history of behavioural pattern(s) which the family states has improved by the time of the application; however, there is a lack of substantial long term evidence which supports this claim.

The duration of the trial depends on the severity of the concerns raised which led to a boarding trial being required. Applicant families are communicated with as soon as possible when a boarding trial decision is made.

Unsuitability for Boarding

The School takes all due care and consideration when arriving at a decision that a child is unsuitable for boarding. The School assesses all of the information obtained and gathered throughout an application prior to arriving at a decision. Where appropriate to make an informed decision, the School may consult internally with professionals in different departments or externally with relevant agencies or previous schools.

For a child to be deemed unsuitable for boarding one, or a number, of the following decisions has been reached:

- The School has assessed that the child poses a health and safety hazard;
- The School has assessed that the child will not cope in a boarding environment;
- The School has assessed that the child will not benefit from a boarding environment.

Reasons for Unsuitability for Boarding:

A child may be deemed as unsuitable for boarding for a variety of reasons. Unsuitability for boarding may relate to one-off incidents and/or patterns of behaviour. The list below is not exhaustive, but grounds for unsuitability for boarding may include:

- Child has major behavioural difficulties, such as displaying physical violence, aggression to adults and/or peers, any type of bullying behaviour, sexual misconduct, arson, vandalism, possession of weapons, theft, and/or substance abuse.
- Child's behavioural difficulties indicate that the child does not/will not follow health and safety rules, such as a record or incident(s) of absconding and truancy.
- Child has been excluded from schools two or more times.
- Child has mental health concerns which would mean they could not cope in a boarding environment, or it is felt that the boarding environment will be detrimental to the child's mental health.
- Child's level of proficiency in English is such that they cannot safely understand and follow health and safety instructions.
- Child demonstrates a strong aversion to boarding and/or negatively engages with the idea of boarding, displaying high levels of anxiety or unwillingness to be separated from the family.
- Child has undeveloped social skills to an extent which could lead to isolation, problematic peer relations, or inability to access the moral curriculum.
- Child displays character traits such as dishonesty or untrustworthiness to a degree which is a cause for concern.
- Child has significant medical needs which the School cannot accommodate in the boarding setting, meaning that the child's wellbeing would be harmed and they would neither cope nor benefit from the boarding environment.
- Child has a serious physical, behavioural or psychological illness or condition which requires medication for regulation but the child's family chooses to ignore, or fails to follow, medical advice.

Process of Ratification and Appeal

The initial decision of suitability for boarding is made by the interviewer, who will be one of the Housemasters. The Deputy Headteacher and/or Headteacher are consulted when an 'unsuitable for boarding' decision is made. A decision will be communicated to parents within 5 working days of receiving all necessary information (which may be slower during holidays if waiting for references).

Candidates assessed to be not suitable for boarding will not be added to or kept on a waiting list.

- Parents have the right to appeal in case of refusal, and parents should refer to the Appeals Code.
- Parents may reapply and be reassessed afresh for each year of entry, but not twice within the same academic year.