

North Bridge House Entry Procedure

The school visit

After parents make an initial enquiry, they are sent a prospectus. Prospective pupils should be registered well in advance for the Nursery and Junior Schools and one year in advance for the Lower and Upper Prep: this is done by returning the school's registration form (enclosed in the prospectus), together with a non-returnable deposit of £60.00. The registration form is not binding on either side. Those registered will be placed on a waiting list.

Entry for Nursery and reception

The Head Teacher will contact all those registered for entry into the Nursery and Reception Classes during the Spring Term of the year preceding the proposed September entry and invite them for interview. Offers of places for these classes will be made in November/December for the following September. If there are insufficient places for all applicants, some may be placed on a reserve list and contacted later should a place become available.

Entry to the Junior School

For entry from Year One on, parents will be shown around the school approximately a year in advance of the proposed entry date. Children of this age will be required to sit an entrance test and possibly spend the morning in the school before the offer of a place is made.

The entrance test for children joining from Year One is usually held during the Spring Term and places are offered shortly after.

Entry to the Lower and Upper Prep

Entry to the Lower Prep is open to boys and girls, whilst entry to the Upper Prep is for boys only. As pupils from the Junior School feed in to the Lower Prep, they account for virtually the whole Lower Prep intake. The same holds for the Upper Prep, whose intake is primarily from the Lower Prep.

Prospective pupils are invited to spend an 'admissions day' in either the Lower or Upper Prep to judge their suitability. Admissions days are arranged on an individual basis and entail spending the day in the same class as the child's peer group (although Year Four candidates spend the day with the class they would join if offered a place). In addition, pupils undergo an informal assessment with the Head of Study Support and an informal interview with the Head Teacher.

The criteria are essentially concerned with being compatible intellectually, academically and socially with the existing year group. We look for pupils who are well-behaved, well-mannered and enthusiastic. Particular care is taken with the selection of those joining examination groups in Year Six (for girls) and Years Seven and Eight (for boys). We expect parents of the candidates to be supportive of the values of the school.

If the child has had an assessment by an Educational Psychologist, we would request a copy of the report in advance of the admissions day. This will not disbar the pupil as long as the school can adequately support the child's needs.

Offer of a Place

On offer of a place, parents will be requested to complete an acceptance form and return it to the school together with a non-refundable deposit of £1000. Once the place has been accepted, a decision not to take it up will incur a liability if the school is notified less than three calendar months before the proposed start date.

Once entry procedures are completed, parents will be given a joiners pack dealing with such matters as uniform lists, consent forms, and other general information about the school.