



ADMISSIONS POLICY

GENERAL

Tring Park School for the Performing Arts is a co-educational independent day and boarding school for pupils from ages 8 to 18. The School has approximately 350 pupils, of whom about 60% are boarders. Deciding on the right School for your child is very important, and we believe that a personal visit is invaluable. We very much hope that you and your child will visit Tring Park School. We usually hold a number of open events through the year which give a general introduction to the School. Details are published on our website.

We are also very happy to welcome prospective parents and their children at other times. Please contact the School's Registrar Adelia Wood-Smith on +44 (0)1442 824 255 or email adelia.wood-smith@tringpark.com to arrange a visit. If it is not possible to hold open events or arrange School visits because of circumstances beyond the School's control, then the School publishes on its website the alternative arrangements in place.

THE ENTRY PROCEDURE

Tring Park School for the Performing Arts is a selective school based on an audition through which the candidate's ability or perceived potential in the vocational disciplines of Dance, Acting, Musical Theatre, and Commercial Music for different year groups is assessed. Selection is based upon audition, held in the autumn and spring terms. While the school is not academically selective, assessments are made to ensure that students will thrive in the demanding environment of the school, and to assess any potential support that might reasonably be required. References and other relevant information from the candidate's previous School or vocational teachers are also requested, and for entry to Year 12, candidates will be informally interviewed. Our selection process is designed to identify pupils who are able to benefit from the specialist training in vocational performing arts, alongside a well-balanced academic programme of education.

The usual intake of students tends to happen at traditional points of entry at Y3, Y7(11+), Y9 (13+) and Y12 (16+), although we are keen to meet talented young performers at any point to meet their ambition to train and learn here. Please contact the Registrar for details.

Applicants for admission should register as soon as possible in the year preceding the desired year of admission. The School's Registration Form is available on the web site here: <https://www.tringpark.com/apply/>

EQUAL TREATMENT

Tring Park School for the Performing Arts's aim is to encourage applications from candidates with as diverse a range of backgrounds as possible. We are mindful of our obligations under the Equality Act 2010 during the Admissions Process. This enriches our community and is vital in preparing our pupils for today's world. Generous bursaries are offered in order to make it possible for as many as possible who meet the School's admission criteria to attend the School. The School's provision for bursaries is described below.

Tring Park School for the Performing Arts is committed to equal treatment for all, regardless of a candidate's sex, race, ethnicity, religion, disability, gender reassignment, sexual orientation or social background.

INFORMATION SHARING

We require parents to inform the School at the outset of the application process about any needs which their child may have or any other significant matters which the School should reasonably be aware of because, for example, it would necessitate tailored provision and/or would materially impact on their child's attendance at School and/or ability to engage in day-to-day School life. The School may wish to discuss these matters with the parents and/or require some further information.

Parents must ensure that information provided is accurate, complete and not misleading and relevant details and information (or changes to them) are shared in a timely and transparent manner.

A failure to disclose relevant information and/or the provision of inaccurate, incomplete or misleading information may - in some cases - lead to the withdrawal of an offer or termination of the School's Parent Contract.

SPECIAL EDUCATIONAL NEEDS

Tring Park School for the Performing Arts does not unlawfully discriminate in any way regarding entry. The School welcomes pupils with disabilities and/or special educational needs, provided we can reasonably offer them any support that they require and cater for any additional needs and that our site can accommodate them. We aim to ensure that all our pupils, including those with disabilities and/or special educational needs, are provided with a safe and inclusive environment in which to learn.

Our policy is to apply our admission criteria to all potential pupils. We require parents of children with special educational needs, disabilities or allergies (suspected and diagnosed) to discuss their child's needs with the School at the outset of the admissions process so that we can consider and make - to the extent reasonable - appropriate provision for them.

Parents are required to provide with the Registration Form full details of all relevant information about their child, including any reports (including any educational psychologist reports, medical reports or assessments or other relevant expert third party reports), materials or information about their child's needs (educational, health or otherwise), and this may include any final or draft EHC needs assessments (or applications for a needs assessment) or final or draft EHC Plans (or applications for an EHC Plan). This is so that

the School can assess their child's needs and consult with parents about any adjustments which can reasonably be made and so that the School can ensure, for example, that their child will be able to meaningfully access the education offered and that we are able to ensure their health and safety, and the health and safety of others. This information should be provided prior to the admissions assessment process.

Where parents of a prospective pupil feel their child requires adjustments (in respect of the admissions process and/or with regards to education at School and participation in School life in the event they are offered and take up a place at the School), parents should raise these with the School at the outset and the School may – depending on the circumstances - require some further information from parents or request further assessments in respect of the needs identified and will discuss with parents (and their child's medical advisers, if appropriate) the adjustments proposed and whether they can reasonably be made for the child if they were to become a pupil at the School.

There may be exceptional circumstances in which we are not able to offer a place for reasons relating to a child's special educational needs and/or disability. For example, if, despite reasonable adjustments (in the case of disability), we feel that a prospective pupil is not going to be able to meaningfully access the education offered, or that their health and safety or those of other pupils or staff may be put at risk, or where the School cannot reasonably accommodate the adjustments required or reasonably provide the nature or level of the support required.

Sometimes, the situation of pupils with disabilities and/or special educational needs changes between an offer of a place being made and the pupil starting at the School. The School requires parents to be pro-active in updating the School as to any changes which mean that the information provided during the application process is out of date or incomplete. In the vast majority of cases, this will not affect a pupil's place at the School. However, the School may, in exceptional circumstances, need to reconsider the offer of a place if a pupil's circumstances change materially. It is in the pupil's interests that any such decision is made as early as possible to avoid any disruption to their education, so parents are urged to be forthcoming and transparent in their communications with the School about any material change to their child's circumstances.

In the event your child has an EHC needs assessment or EHCP (whether at the application stage, draft or final form) it is important that these (and the applicable supporting documentation, e.g. educational psychologist reports or other expert assessments) are shared promptly with the School and that the School is kept up to date with respect to any relevant decisions of the Local Authority or changes in provision.

THE ASSESSMENT PROCESS

The aim of the process is to identify potential. Tring Park School for the Performing Arts is looking for talented students with a genuine desire to perform, based on ability or perceived potential in the vocational disciplines of Dance, Acting, Musical Theatre and Commercial Music, as well as having the curiosity and drive to embrace the school's complementary academic programme. The School has a long and successful history in preparing young people for a life in the arts, in the myriad associated arts professions and in broader careers where confidence, creativity and collaboration are highly valued, such as law, medicine, education and commerce.

Entry is by audition, and potential candidates will be required to prepare performance pieces specific to their chosen discipline, as well as participate in classes and workshops on the day of the audition. In addition, candidates will sit a short academic assessment. There is also a short informal interview. The exception is for the Sixth Form Technical Theatre programme (opening for Sept 2025), which has its own assessment criteria. See web site for details.

Assessment for the Prep School is based on observing informal interaction in small groups, as well as participating in one of the vocational classes. There is also a light touch academic assessment.

Our offer of places into Year 12 is conditional upon a candidate achieving a minimum of a grade 6 at GCSE in any of the subjects that they wish to study at A Level.

The dates for the audition process for the current year are published on our website, and we aim to make offers soon after the audition.

References will be sought from the Head of a candidate's current School as part of the assessment process.

SIBLING POLICY

Tring Park School for the Performing Arts welcomes siblings, who would attract a 10% discount on fees only for as long as the more than one of the siblings is at the School. However, siblings do not have automatic entry, and are still required to pass the assessment process.

SCHOLARSHIPS

Tring Park School for the Performing Arts offers a number of scholarships across the vocational disciplines and is at the discretion of the Principal.

A scholarship may be withdrawn in accordance with the terms upon which such award is made or in accordance with the School's Parent Contract.

Purpose of Scholarships

Scholarships are designed to reward excellence and to celebrate exceptional talent. In recognition of this achievement, the scholar is offered a 10% reduction in the fees and are reviewed on transfer to Year 12 during the preceding Autumn term. Parents are asked to indicate on the Registration Form whether they are interested in applying for a scholarship. Details of the arrangements will be sent to all who express an interest.

We encourage parents of scholars who anticipate that they will experience difficulty in meeting the balance of the tuition fees to apply (at the same as registration of their child) for one of the School's means-tested bursaries described below.

BURSARIES

Tring Park School for the Performing Arts bursary programme is designed to make it possible for as many as possible of those who meet Tring Park School for the Performing Arts entry criteria to take up a place here. The School offers means-tested awards annually to entrants at the usual points of entry, where the parents have indicated on the Registration Form that they require financial support. Bursaries are means-tested in accordance with the criteria published on the School's website from time to time. Both parents are required to provide proof of their income and assets. The level of support varies according to parental need but can extend to full fee remission in cases of exceptional ability and proven need. Before the offer of a bursary is confirmed, an external assessor appointed by the School will normally visit the family at their home.

Bursaries are always offered for 12 months at a time. The family is required to provide fresh information about its circumstances for every year that their child attends the School. Levels of support may vary with fluctuations in income or wealth.

The School's expectation is that parents who do not choose to apply for a bursary at the time that their child is being assessed will not require financial support throughout the time that their child attends the School, except in wholly unforeseen circumstances.

Our Funding Information policy can be viewed on our website or can be obtained from the Finance Department.

A bursary may be withdrawn in accordance with the terms upon which such award is made or otherwise in accordance with the School's Parent Contract.

FINANCIAL INFORMATION

Any applicant for a place at the School, including those who apply for bursary support and overseas applicants, may at the discretion of the School be required to provide additional financial information and/or undergo checks to confirm that they are able to pay the School's fees (or any percentage of the fees still payable if a bursary or scholarship is granted).

OVERSEAS APPLICANTS

We welcome overseas pupils, who can study at Tring Park School for the Performing Arts as a boarder provided that they have the legal right to enter, live and study in the UK and they have a relative or 'responsible adult' living in the UK with whom they can stay for some weekends, more details of which are contained in the School's Parent Contract. However, parents of overseas pupils should appreciate that we do not run a short-term study programme and expect overseas pupils to finish a complete course of study such as Years 9-11, or Years 12 -13. All pupils whose parents live overseas are required to have an educational guardian who is appointed by the parents.

FLUENCY IN ENGLISH

In order to cope with the training, education and social demands of Tring Park School for the Performing Arts, pupils are ideally competent English speakers.

That means that overseas students have or are working towards the minimum qualification of B1 - Intermediate Level on the Common European Framework of Reference for Languages (CEFR).

- To access GCSEs students need to have achieved a B1 (Intermediate) level.
- To access A-Levels students need to have achieved a B2 (Upper-intermediate) /C1 (Advanced) level.

Please be aware that if students are studying GCSEs, A-Levels or taking the Level 6 Diploma (IPS) at Tring Park and do not have the appropriate level of English for these exams, we will ask you to fund EAL lessons at an additional cost with our private EAL tutors. Group / individual lessons are available at the school.

RELIGIOUS BELIEFS

Tring Park School for the Performing Arts welcomes applications from prospective pupils of all faiths and of no faith.

However, parents should be aware that there are occasional compulsory services and local events, including at the local church, that all pupils are expected to attend, e.g. *the annual carol service*.

SCHOOL'S TERMS & CONDITIONS (PARENT CONTRACT)

The terms upon which the School educates each pupil are set out in the School's Parent Contract which will be made available to parents as part of the admissions process.

COMPLAINTS

The School's Complaints Procedure is on the School's website and can be sent to prospective parents on request. The Complaints Procedure is not available for use by prospective parents.

RECORDS AND REVIEW

Applicants' details will be held on file with due regard to data protection legislation. Please see the School's Privacy Notice for further information about how the School collects, uses and processes personal data.

The School will not hold the personal data of you or your child for longer than is necessary for a lawful purpose and in accordance with our Retention of Records / Records Management Policy. This will generally be e.g. no more than 6 months following an unsuccessful application, but reasons to retain personal data for longer might include: e.g. if the parents express an interest in the candidate re-applying for any reason at a later date; or to deal with any ongoing matters or queries arising from the application.