

# ADMISSIONS POLICY

## Introduction

The John Lyon School is a successful and well regarded independent HMC school situated in Harrow on the Hill. The School is easily accessible from nearby underground stations; Harrow on the Hill, which is on the Metropolitan Line and a 13-minute walk away or South Harrow, which is on the Piccadilly Line and a 10-minute walk away. The School is also served by a number of local bus routes as well as a School bus service.

## School Ethos and Values

John Lyon's Aims comprise its Ethos and its Values.

### Our Ethos

John Lyon has a richly deserved reputation for providing an excellent all-round education that combines high academic standards with excellence in Sport and the Arts and outstanding pastoral care.

The School is a friendly and purposeful place. Learning is both broad and deep, and we offer a unique education that embraces opportunity and excellence both within and beyond the classroom.

At John Lyon, every pupil matters.

### Our Values

John Lyon has a clear set of values that are vital to our community.

Our eight values shape who we are, what we do and how we do it. Each value is woven into School life and our admissions process.

Our values are tangible and meaningful; they enable us to promote and teach a set of principles to our pupils that will help them develop as individuals to be the best they can be.



A John Lyon pupil has a can-do ethos. Ours is a culture that encourages pupils to ask more, want more and push themselves to their limit. Small form groups, specialist teachers and a supportive culture create an environment in which everyone is motivated and ambitious. A John Lyon education enriches and adds value; we ensure pupils have the tools and character to prosper.

**A John Lyon pupil will aim high and exceed expectations.**



Inspirational, dynamic teaching ensures pupils are encouraged, mentored and nurtured to excel and achieve. We provide a springboard for later life with a broad curriculum that ensures each individual is challenged. John Lyon pupils become the best they can be.

**John Lyon pupils achieve excellence in their endeavours.**



## INNOVATION

We welcome unconventional and original ideas. We are a listening School where ideas and concepts are readily communicated and implemented. We embrace technology to support the application of imagination and initiative.

**A John Lyon pupil is willing to be bold, experiment and be resourceful.**



## RESOLVE

John Lyon pupils are determined, tenacious and steadfast. Our teaching, mentoring and pastoral care cultivate an environment where courage, mental fortitude and grit prevail.

**John Lyon pupils have the capacity to embrace adversity, recover quickly, and learn from the experience.**



## HERITAGE

We celebrate heritage. We are proud of our charitable history: a strong moral code, our ethical approach to education and core values derived from our founder, John Lyon. We have a contemporary approach in an established and traditional setting. We maintain close relationships with our Alumni and wider John Lyon family. We are a local School with an international horizon.

**John Lyon pupils have a strong moral code and pride in the charitable history of the School's founder.**



## COMMUNITY

We are happy, kind-hearted and tolerant, approaching life with a spirit of service. Community starts at School and extends to the Hill, our Alumni, our peers within John Lyon's Foundation, our families, neighbours and beyond. Our friendship is for life.

**John Lyon pupils are compassionate and respectful, looking after both each other and our wider community.**



## ENQUIRY

A John Lyon pupil is encouraged to challenge the status quo and be curious. Pupils are inspired to ask questions of themselves and the world around them. We foster their interests through our bespoke curriculum, outstanding extra-curricular provision and excellent facilities.

**John Lyon pupils have enquiring minds and a love of learning.**



## CREATIVITY

We embrace individuality and celebrate creativity of thought and deed. The creative arts are cherished and nurtured. We approach School life with energy and with purpose. John Lyon pupils have flair and vision.

**John Lyon pupils will explore, use their imagination and be inventive.**

## Entry Points

The usual entry points are at 11+, 13+ and 16+ (Sixth Form), although pupils may be considered for other years if places are available.

For the purposes of entry applicants' ages are calculated according to UK custom. The School does not rigidly apply the 1<sup>st</sup> September birthday watershed for determining an applicant's eligibility for entry, but an applicant whose birthday falls after 1<sup>st</sup> September in the year of entry will need to demonstrate that he is of sufficient maturity to cope with the academic and social demands of the School. In regard to summer-born pupils, we do not formally 'weight' results for summer-born applicants, but we do take note of those pupils who are significantly younger than their peers within the application process and when making our offers.

Occasionally, an applicant may have fallen behind in his education due to illness, time spent abroad, etc. In such a case, the School may offer a place in a year lower than the applicant's age would normally imply. Occasionally, the School may also offer an outstanding applicant a place in a year ahead of his chronological age group. Parents or guardians will be consulted before such an offer is made, but the decision as to the appropriate year for the applicant, taking into account all the relevant circumstances, is a matter for the Head, whose decision is final.

## Visiting the School

Our annual Open Day takes place in the Autumn term, our annual Open Evening takes place typically in the Spring term; parents are able to book to visit the School via the website. We also host 'School in Action' tours throughout the year, which provide an opportunity to tour the School at work and meet the Head. School in Action dates can be obtained by contacting the Admissions Office.

## Registration Procedures

To apply for admission please complete the registration form then submit this to the Admissions Office together with a copy of your son's passport, a copy of your son's latest school report and the non-refundable registration fee of £125.00. You will receive an acknowledgement and confirmation that your son is eligible to sit the entrance examination. This does not constitute an offer of a place at the School. The final dates for submission of an application are:

- 31<sup>st</sup> October of the school year prior to entry for 13+
- 30<sup>th</sup> November of the school year prior to entry for 11+ and 16+

Parents are required to declare, on the registration form, any medical condition or learning difficulty which may affect performance in the examination. Any supporting documentation from relevant professionals should also be submitted at the time of registration. Additional time in the entrance examinations may be allocated where appropriate.

## Entrance and Awards

13+ selection is based upon performance in our entrance examinations, school reports and an interview. 11+ selection is based upon performance in our entrance examinations, school reports,

interview and group activity. We are an academically selective school and potential and achievement in at least one major academic area is required of all successful applicants.

## Scholarships

All pupils who sit the 11+ or 13+ examinations in the January preceding entry will be considered for Academic Scholarships; their performance in the examination, their school report and their interview will all be taken into consideration. Scholarships are also available for the most able candidates in Music, Drama and Sport: additional assessments will be required for these awards. Scholarships normally provide a remission of 5% of the tuition fees per year. Music, Drama and Sport Scholarship application forms are available to download from our website or can be requested from the Admissions Office if required.

The final dates for submission of a Scholarship application are:

- 31<sup>st</sup> October of the school year prior to entry for all applicants.

## Bursaries

Means tested bursaries are also available. Please request a 'Confidential Statement of Income' application form from the Admissions Office when you send in your registration form.

The closing dates for receipt of bursary assessment applications, together with all the necessary supporting documentation, are:

- 31<sup>st</sup> October of the school year prior to entry for all applicants.

## Accepting a Place

Once a place has been accepted by returning the Confirmation of Entrance, together with the £750.00 Confirmation of Entrance fee, parents/guardians will be sent a copy of The John Lyon School Handbook for Parents, which contains our current Terms and Conditions and Rules and Regulations. Both parents/guardians will be required to acknowledge receipt and acceptance of these in order to secure the place at the School by completing and signing the accompanying Confirmation of Acceptance. In the event of a withdrawal after a place has been accepted the Confirmation of Entrance fee cannot be refunded.

## 11+ Examination

The entrance examination is in three parts:

- English examination - 1 hour
- Mathematics examination - 1 hour
- Group activity and interview - 2 hours

## English

We focus attention on the basic spelling and grammar skills of entrants alongside comprehension and creativity. The format is typically a comprehension passage followed by a creative writing element, usually involving a picture stimulus which is the format of much of this type of task up to and including IGCSE examinations. This might be either non-fiction or fiction and pupils should be prepared for either. The content of the comprehension is aimed at the level of a confident Year 6

pupil. We have a level of intellectual rigour in our teaching in Year 7 and it is important that pupils can make this necessary 'step-up' on arrival. Students are expected to be able to offer comments on the effect of choices made by the writers and questions are graduated in complexity.

Pupils should be reading widely and frequently, outside as well as in school, for pleasure and information. They should be able to read silently, with good understanding, inferring the meanings of unfamiliar words, and then discuss what they have read.

The test in English is written to identify pupils who are confident with language, in their reading, comprehension and writing. In addition, pupils' grammar, spelling and punctuation should be accurate and handwriting neat and legible. Marks will be awarded specifically for this area in the creative element of the paper.

### **Mathematics**

The 11+ Mathematics examination requires knowledge of all topics from the Mathematics Key Stage 2 National Curriculum. Candidates will encounter problems that test these topics across a range of difficulty levels in both familiar and unfamiliar contexts. Few candidates are expected to be able to answer every question. The specimen paper, available on our website, is representative of the difficulty of the questions likely to be encountered and as such provides an excellent preparation for the examination.

Calculators are not permitted. Where appropriate, the best candidates will show complete working to support their answers; we are looking for pupils who can develop clear and concise solutions rather than just those who can reach the correct answer.

### **Group Activities**

As part of the entrance examinations day, pupils will take part in a series of group activities. These are not academic tests, but an opportunity for us to see how pupils respond to different problems and how they work in practical circumstances. As a school that values potential highly, we observe these activities to judge the 'teachability' of potential Lyonians and what they will add to the whole School community.

These activities cannot be prepared for, but will include small group tasks and problem-solving challenges.

### **Interview**

All applicants are interviewed by a senior member of academic staff. The interview will be done in a small group and pupils will be asked to talk about a topic, which may be academic, or based on current affairs or similar. It is an opportunity for a pupil to tell us more about his interests and aspirations and our experience is that many pupils enjoy our interviews and leave us smiling.

Candidates are with us for the whole day. There will be a lunch break between the two sections.

No explicit preparation is required for the interview.

### **13+ Examination**

The 13+ examinations consist of four compulsory papers:

- English - 1.5 hours
- Mathematics - 1 hour

- French - 45 minutes
- Science - 45 minutes

An optional Latin paper can also be taken.

The John Lyon School places particular importance on our 13+ interview process. All candidates should normally meet the Head for an interview, prior to the examination date. During this interview, which lasts for fifteen minutes, each candidate will be asked about his interests, be given a passage to read aloud and do some mental arithmetic. Candidates are also asked to bring along a piece of schoolwork of which they are particularly proud, they will be asked questions about this also.

### **Sixth Form (16+ Examination)**

For those interested in Sixth Form Entry we hold an Open Evening in the Autumn term. This offers the opportunity to meet the Head of Sixth Form, Department Heads and the Head of Higher Education and of Oxbridge provision. Those interested are also invited to join our current Year 11 pupils for their A-Level options talks in January.

The closing date for 16+ applications is 30<sup>th</sup> November in the school year prior to entry. Interviews for 16+ entry will be held at the beginning of March. A completed registration form and confirmation of predicted GCSE grades are required. We will also write to the candidate's current school requesting a reference.

16+ candidates are invited to school to meet the Head of Sixth Form to discuss the subjects they would like to take for A-Level. Conditional Offers are made based on interview, predicted grades and GCSE results.

In order to proceed automatically into the Sixth Form, it is necessary for a candidate to achieve six GCSE passes at 9-6, including grade 7s in the subjects they wish to study in the Lower Sixth with the exception of Mathematics, which requires a grade 8. For applicants to the Sixth Form there is a minimum requirement of grade 6s in Mathematics and either English Literature or English Language. Any offers are conditional upon examination grades and further discussion about his options may be required once a candidate receives his results.

### **General Information**

Our School website [www.johnlyon.org](http://www.johnlyon.org) is continually updated and is an excellent source of information. Some of our policies and procedures are available online for viewing; please do not hesitate to contact us at [enquiries@johnlyon.org](mailto:enquiries@johnlyon.org) if you require a paper format rather than an electronic version.

*We welcome applications from all children and will not discriminate on the grounds of sex, gender reassignment, sexual orientation, pregnancy or maternity, marital status, race, SEN and disability, religion and belief, cultural background or age, or other attributes as stated in the Equality Act 2010.*