
THE HAMMOND – Admissions Policy

Key Stage 3, 4 and Post-16

Every Child Matters:

- Be Healthy
- Stay Safe
- Enjoy and Achieve
- Make a Positive Contribution
- Achieve Economic Wellbeing.

Oct 12, Nov 12, Aug 13, Nov 13, Jan 15, August 2015, September 2016, September 2017

Helping Every Child to Achieve More

For entry to The Hammond Preparatory School please see separate policy.

Selection

The Hammond is a selective school which accepts pupils/students with talents in dance, music and drama. All pupils up to year 11 must also follow a full academic programme.

Procedure

In order to receive a real sense of what The Hammond has to offer we advise parents to come and see us in action by attending one of our Open Days (September and May), or attend one of our many and varied performances (please see the school website for dates). We can then show you something of the school's academic, boarding, pastoral and extra-curricular provision, its facilities and history, and introduce you to our staff,

Of course you may telephone the school for information at any time. For an informal discussion, please contact the main school office on 01244 305350.

If, having read our Prospectus information on our website, and visited the school, you feel it is the right school for your child, you will need to complete and return the application form to the main school office with the appropriate audition fee (the application forms are available to download from the school website www.thehammondschool.co.uk).

Pupils wishing to enter the school through the Dance/Drama/Music route take an audition in their chosen area, as well as entrance tests in English, mathematics and (year 7 and 8 only) non-verbal reasoning. The entrance examination day (for all except dancers) is generally the last Saturday in January, with auditions being held the same day. For dancers several audition days are held throughout the year and dates are listed on the school website.

The Lower School (years 7-11) **drama** auditions are led by the Director of Drama who will be looking for the following:

- An interest and an enjoyment in drama
- A creative willingness to work within a group
- Potential shown through an improvisation and/or a piece of prose or a poem prepared at the audition

The Lower School (years 7-11) **music** auditions are led by The Director of Music, will be looking for:

- A high achievement level in the chosen instrument or voice
- An interest and enjoyment in music
- A talent and commitment to music

The Lower School (years 7-11) **dance** auditions are held in front of a panel which consists of vocational staff and school directors. There are several such audition dates during each academic year; these are listed on the school website (under Information - School Diary) along with details of a typical audition day. Applicants for years 7 and 8 will also sit their non verbal reasoning paper on audition day. English and mathematics papers for dance students will be sent to them to complete at their current school, under examination conditions.

The Panel will be looking for the following:-

- Potential for classical training and additional dance disciplines
- Physical aptitude
- Quality of movement/presentation skills
- Overall impression/overall talent

Boarding

Please note that generally priority for boarding places will go to students on the dance course in years 7-11.

Funding

Currently the school is one of nine schools who receive the Music and Dance Award (MDS) from the Department for Education. Dance students in years 7-10 are eligible to apply for this award. A recall audition will be held in March/April of each year to allocate these awards. Please note that The Hammond does not take in students to Year 11.

Assessing Out

The Hammond operates a policy of reviewing students' progress in the Spring Term of Year 9. Any student not felt at this point to be meeting the vocational, academic or pastoral demands of the school will be given notice asking them to leave the school as of the end of the Summer Term in that academic year. In exceptional circumstances The Hammond reserves the right to reconsider the position of any pupil within the school who is deemed not to be matching the expectation of the overall school curriculum at the end of any academic year.

Post 16

Senior students are offered places subject to audition and suitability for 'A' Levels and will be assessed on their GCSE grades or predicted grades.

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The Senior Dance Panel are looking for the following:-

- Potential for a career in the profession
- Physical aptitude
- Technical proficiency
- Musicality
- Artistry and Performance
- The suitability of the candidate both physical and mentally to embark upon the intensive training offered at The Hammond.

Alongside the Diploma course, students are encouraged to study for 'A' Levels or alternatively study for an examination in an academic subject alongside their Diploma or BTEC courses.

Transfer

The Hammond does all it can to ensure that the transition of pupils from their previous school is as smooth as possible and that they are kept well informed of school policies, procedures and events. An entry pack of detailed information, such as term dates and uniform requirements, is sent to pupils and parents prior to entry in the summer term. Induction booklets, for both day pupils and boarders, are reviewed annually and given to pupils in each part of the school. Tutors and staff discuss key issues with the pupils/students on arrival. Staff will do all they can to help and advise parents. For Post 16 level students, there is a two week induction period at the start of term.

Having been offered a place, an acceptance form is submitted, together with the appropriate deposit. (Deposits vary subject to fee structure, scholarship and bursary awards.)

Parents will be requested to indicate their acceptance of a place within one month (dance students), and fourteen days (drama/music) of receiving the offer of a place. All places in years 7-11 are offered subject to a satisfactory reference from the students' current school. In addition parents will be asked to complete a form providing details about their child to enable the School to prepare for the child's entry.

The parents will be asked to confirm on the registration form that they agree to the offer of a place on the basis of acceptance of the School's Terms and Conditions and Rules and Regulations.

PUPILS WITH DISABILITIES

The Hammond has an equal opportunities and disability policy which is designed to ensure, wherever possible, equal access to the curriculum (please see policy) for all pupils regardless of sex, sexual orientation, religion, socio-economic background, colour, race, nationality, ethnic origin, sensory or physical disability.

It is, therefore, of great importance that a parent informs the School on the application form should a prospective pupil have specific educational needs or be disabled under the definition of the Equality Act 2010 and thereby is likely to require special assistance or reasonable adjustments under the Act.