Admissions Policy and Procedure

Shrewsbury School

September 2026

Admissions Policy

Shrewsbury School admits pupils into the Third Form (Year 9), Fourth Form (Year 10), and Lower Sixth (Year 12). The School does not normally admit pupils into the Fifth Form (Year 11) or Upper Sixth (Year 13).

All enquiries are dealt with fairly and equally, irrespective of nationality, race, or religion, or personal circumstances. Disability is not a bar to application, and parents are invited to disclose disabilities if they wish, which will be handled confidentially and sympathetically. The policy is therefore inclusive and non-discriminatory.

At all levels, the final offer of a place is dependent on:

- Successfully passing the relevant entry tests (and, where required for Sixth Form entrance, achieving the GCSE grades in a conditional offer)
- Receipt of a satisfactory reference from the candidate's current school to confirm suitability.

In cases where further information is required, the School reserves the right to request a formal interview, either with the candidate or parents. The School reserves the right to refuse admission if it does not feel it can provide a full duty of care to the candidate concerned.

Admissions Procedure

1. Initial Enquiries

The first point of contact for an enquiry about the School should be the Admissions Office. Those making an initial enquiry about the School are usually sent a School Prospectus and Registration Form. In order to proceed and to maintain contact, the Admissions team gathers basic family details: names, addresses, telephone numbers, the candidate's date of birth, current school, and some personal details such as their interests and enthusiasms. These details are stored on the Entries Database, treated confidentially and securely, and protected by the appropriate legislation.

Parents who have made an enquiry about the School are encouraged to come and see the School for themselves. This can be done in two ways, either by coming to an Open Day or by arranging an individual family visit.

2. Visiting the School

Open Days are held on a regular basis throughout the year, and the dates are published in advance on the School's website. Families will hear presentations from the Headmaster and other senior staff and will receive a tour of the School to include a tour of a house with the Housemaster/Housemistress. Over lunch there is the opportunity to meet a range of the School's teaching staff. Open Days provide families with an ideal introduction to the School and can be booked online.

An individual Family Visit lasts approximately half a day and allows families to meet the Headmaster (subject to diary availability), the Director of Admissions, a Housemaster or Housemistress, and to have a tour of the Site with current candidates. It can also be possible to meet specific staff (e.g. Director of Music) if a candidate has an interest/strength in a particular area of school life. Families are allocated to houses on availability and an equitable basis but may express a wish to see a particular house if they wish.

3. Registration

Registration is the formal first stage of the admissions process and involves the return of the appropriate form, a copy of the child's passport, a recent school report and submission of a £180 (£150 plus £30 VAT) fee. The information gathered allows the School to keep closely in touch with the family. A candidate must be registered with the School before they can sit entrance examinations, take part in scholarship

assessments, or have a bursary application considered. The registration of a child as a prospective pupil does not secure a place at Shrewsbury but ensures a child will be considered for selection as a pupil to the School.

4. Confirmation of Place

Parents may choose to secure a Conditional Place (subject to passing the entrance assessments) at any time by completing the Acceptance of a Conditional Place Form and paying the deposit. This secures their place, subject to successfully meeting the relevant academic entrance requirements and receipt of a satisfactory reference from their current school.

Alternatively, parents may choose to wait until their child has successfully completed their entrance assessment and been offered a Guaranteed Place. They will then be asked to accept the offer by completing the Acceptance Form and paying the deposit.

The deposit is 10% of the current fee for one term. For candidates whose normal residence is outside the UK, there is an additional deposit which is 90% of the current fee for one term. A deposit is not normally refunded if a candidate does not take up the place that has been allocated to them. A deposit is, however, refunded if it was paid to secure a conditional place and the candidate does not meet the academic entrance requirements.

The Acceptance Form asks parents to disclose any disability related to their son or daughter of which the School should be made aware. It also asks parents to acknowledge that they have noted the Terms and Conditions. These are made available to parents as part of the admissions process.

Parents are asked to indicate a house preference on the Acceptance Form. The Admissions Department aims to produce a balanced entry between houses, but early submission of the Acceptance Form makes it more likely that a candidate will be placed in their first-choice house.

5. Entrance Examinations

Please note – In advance of taking any entrance papers, candidates must be registered with Shrewsbury School, and parents must have informed the candidate's current school that the candidate is taking papers for Shrewsbury School.

5.1 13+ Entry (Year 9) for candidates in Year 8

13 + entrants will sit the **Shrewsbury School 13+ Entrance Examination** in November prior to joining (or later if available places remain). The examination may be taken at Shrewsbury School, and the date is published in advance. For candidates who cannot attend Shrewsbury on this date, it is usually possible to sit the examinations on another date and at another location; appropriate and secure arrangements are made by the Admissions Office in these circumstances, and the candidate will also undergo a Zoom interview with a member of the Admissions Team. Arrangements can be made for overseas candidates to take the assessment at their current school, a local law firm or a local Consul Office.

Candidates take papers in English and Mathematics, and past papers are available on request from the Admissions Office. All candidates also have an interview. Results will normally be issued within a week of the papers being sat. Candidates who take our 13+ Entrance papers will be asked to confirm their place after successfully completing the papers, in which case they must do so within a stated period of receiving their examination results.

Candidates may enter for the **Shrewsbury Academic Scholarship** and sit the examinations at Shrewsbury School in May of their year of entry. Full details of the assessment, including the syllabus, is available on the School's website.

5.2 13+ Entry (Year 9) for candidates in Year 7

Candidates for entry in September 2028 will be able to take the ISEB Pre-Tests in November of their

Year 7 to secure a Guaranteed Place at Shrewsbury School for Year 9. This will form part of a holistic admissions process, which will also take into consideration the Headteacher's reference, an interview and (for UK based candidates) an assessment day at Shrewsbury in the following Lent Term.

5.3 13+ Entry (Year 9) for candidates in Year 6

Candidates for entry in September 2029 onwards will be able to take the ISEB Pre-Tests in November of their Year 6 (or November of Year 7) to secure a Guaranteed Place at Shrewsbury School for Year 9. These tests will form part of a holistic admissions process, which will also take into consideration a Headteacher's reference, an interview and an assessment day at Shrewsbury in the following Lent Term.

We expect that the majority of **candidates in prep schools** will take Year 6/7 assessment. However, an alternative assessment pathway will enable prep school candidates who wish to apply to Shrewsbury at a later stage to sit our established 13+ entrance examinations in English and Mathematics in November of Year 8.

5.4 14+ Entry

Fourth Form entrants sit the **Shrewsbury School 14+ Entrance Examination** and take papers in English and Mathematics and attend an interview. The details for the 14+ Entrance Examination are the same as for the 13+ Entrance Examination (see paragraph 5.1 above). We continue to accept registrations and make offers for as long as places are available.

5.5 Sixth Form (16+) Entry

The **Sixth Form Assessment Weekend** takes place in November of the year prior to entry. Candidates come to Shrewsbury on the Friday morning and assessments finish around lunchtime on the Saturday. Arrangements can be made for overseas candidates to take the assessment at their current school, a local law firm or a local Consul Office.

Candidates take papers in three or four subjects and have an academic and pastoral interview. As part of the Sixth Form assessment process, offers are made to Sixth Form applicants based on examination and interview performance and are conditional on gaining 3 GCSE passes at Grade 6 and 3 GCSE passes at Grade 5. Offers will be made on 1st December, and candidates will have approximately three weeks to accept their offer.

Candidates who are unable to attend the Assessment Weekend may take examinations at a later date; appropriate and secure arrangements are made by the Admissions Office in these circumstances, and the candidate will also undergo a Zoom interview with a member of the Admissions Team. 16+ entry is highly competitive, and any places remaining after 1st December are awarded on a first come, first served basis.

6. Offer of a Place

Once a candidate has passed the appropriate entrance papers, a formal letter will be sent by the School to the candidate's parents, confirming the offer of a place. The letter will make clear whether the offer is unconditional or whether any conditions remain (e.g. GCSE grades for a 16+ entrant, or a school reference).

7. Provision of information for new entrants

Packs of information and enrolment forms (medical, etc.) from the Headmaster's Office and from the Bursary are published online via the School's parent portal in mid-June. The Admissions Office will contact parents to let them know when this information is available. Housemasters/Housemistresses will also contact candidates to welcome them to their house and to provide appropriate joining instructions.

8. Additional Requirements for candidates living overseas

Overseas entrants (i.e. entrants whose normal domicile is overseas) are required to nominate a legal

guardian in the United Kingdom, who is over the age of 25 years old and has settled status, in advance

of taking up their place at Shrewsbury. Overseas entrants therefore have to complete our Guardianship Form as part of the entry procedure. For further information on guardianship, please refer to our Educational Guardian Policy.

Overseas entrants will in many cases need a visa to enter the United Kingdom. Shrewsbury holds a licence from UK Visas and Immigration (UKVI) and will issue a CAS (confirmation of acceptance for studies) which enables the pupil to apply for a visa. Admissions provide support and guidance however it is the responsibility of the parents of a pupil requiring a visa to apply to UKVI for a visa at the appropriate time and with the correct documentation. Further information can be found in the "Overseas Candidates" section of the School's website.

In order to cope with the academic and social demands of Shrewsbury, pupils must have a suitable level of fluency in English. Candidates sitting entrance assessments for Year 12 may be required to complete an English written paper.

9. Scholarships

Shrewsbury School has had a tradition, since its founding Charter in 1552, of making generous Scholarship awards. Awards are made either to candidates who join the School in the Third Form, or to those entering the School at Sixth Form level. A scholarship will normally be held for the duration of a pupil's time at the School, subject to the pupil continuing to meet the standards expected of scholars. Further information can be found in the scholarship section of the School's website.

10. Bursaries

Means-tested bursary support is available for new applicants to the School. This is subject to rigorous testing of financial need and is limited by the overall bursaries budget. Individual awards will be dependent on the level of financial need identified, and funds will be directed to those candidates who are identified as having potential to benefit most from the opportunities Shrewsbury has to offer, and who will be able to contribute to the life of the School. Where a bursary offer is made, the School reserves the right to allocate candidates to houses to provide the best possible balance between house lists.

Applications for bursary support should normally be made by 1st October of the year prior to joining. In assessing bursary requests the results from the Assessments will be used.

11. Special Educational Needs

Shrewsbury does not unlawfully discriminate in any way. The School welcomes Candidates with disabilities and/or special educational needs, provided that we can offer any support that is required and cater for any additional needs. We aim to ensure that all our Candidates, 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 admissions criteria to all potential Candidates. We require parents of children with special educational needs or physical or mental disabilities to declare and discuss their child's needs with the School before they sit the entrance exam so that we can make adequate provision for them. Parents should provide with the Registration Form, a copy of an educational psychologist's report or a medical report if they have one. 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 that their child will be able to access the education offered and that we are able to ensure their health and safety, and the health and safety of others. Parents should keep the School updated of changes in a child's needs during the admissions process.

Owner: ET – Senior Deputy Head
Reviewed: September 2026
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