



# ST HELEN & ST KATHARINE

Admissions information for entry in September 2025  
and Year 9 entry in September 2026



# Welcome to Admissions

## Statement of admissions policy

St Helen and St Katharine is an academically selective, independent day school for girls aged 9–18.

The School aims to recruit able candidates from both independent and maintained schools who demonstrate the potential to meet the academic and general standards commensurate with the ethos of the School.

St Helen and St Katharine must be reasonably sure that it will be able to develop the individual talents and strengths of the prospective student so that she may have a happy and successful school career and become a confident, well-rounded adult.

The suitability of candidates will be determined by consideration of their school reference, an interview and an academic assessment appropriate to the age group as set out in this booklet.

This School's policy is to apply the same criteria to all potential students, including sisters of current students. Our Admissions Policy is in accordance with the Equality Act 2010 and is available in full on the school website, [www.shsk.org.uk](http://www.shsk.org.uk).



## Contact

For any query regarding the admissions process, or to arrange a visit to the School, please contact:

Registrar Jane Herold  
[admissions@shsk.org.uk](mailto:admissions@shsk.org.uk)  
01235 530593

Dates or processes may be subject to change and this would be communicated in good time. Please always check the relevant webpage for up-to-date information at [www.shsk.org.uk](http://www.shsk.org.uk).

## Contents

<b>3</b>	<b>Admissions</b>
<b>4</b>	<b>The entry process</b>
4	Junior Department – Years 5 and 6 (9+, 10+)
6	Lower School – Year 7 (11+)
8	Middle School – Year 9 (13+) from 2025
10	Middle School – Year 9 (13+) from 2026
12	Sixth Form (16+)
<b>14</b>	<b>Fee information</b>
14	Fees as from September 2024
14	Bursaries
14	Payment of fees
14	Overseas candidates
<b>15</b>	<b>Bus routes</b>



# Junior Department

Admission to Years 5 and 6 (9+, 10+)

## Entry process

### 1 Visit the School

Ideally, your first visit to the School should be on our Open Day or another open event at least one year prior to entry.

#### **Junior Department Open Doors Afternoon:**

In June we welcome you and your daughter to this event where you can learn more about the ethos and structure of the Junior Department and its integral place within the school community. You will have a tour of key parts of the school campus, an opportunity to hear from both the Headmistress and the Joint Heads of the Junior Department, and most importantly the Year 5 and Year 6 classrooms will have 'open doors' for you to observe current students in typical classroom activities.

#### **Junior Head's Breakfast:**

In October, there is a further opportunity to come and learn about our Junior Department. There will be a presentation followed by a Q&A session. You will also have a tour of the school campus and in particular the Junior Department facilities.

Invitations to both events will be sent to all registered candidates and those on our enquiry list or you can book your place on the Visit us section of the website [www.shsk.org.uk](http://www.shsk.org.uk)

### 2 Registration

Candidates should be registered by the appropriate deadline, although late applications may be considered. A registration form should be completed online and the appropriate fee paid. Once your daughter is registered you will automatically receive details of the entry procedure at the appropriate time.

### 3 Taster day

After registration your daughter will be invited to spend a taster day at St Helen's in the Autumn term of the year prior to entry. The day will take the form of a normal school day and will include lessons in known and new subjects. Your daughter will also have an opportunity to meet students already at St Helen's and members of the teaching staff.

### 4 Assessment day

In late January prior to the year of entry, candidates take assessments in mathematics and English. The English assessment consists of a reading comprehension exercise and a written task, and the mathematics assessment comprises a mental arithmetic section as well as written questions. A reference will be required from the candidate's current school and each student will be interviewed by a member of the Junior team the week following the written assessment. Candidates being assessed for diagnostic purposes take the assessment papers only. *(See entry requirements for further details.)*

### 5 Offers and accepting a place

Following interview, places are allocated based on performance in the assessment, the current Head's reference and the interview. If your daughter is offered a place parents are asked to accept the place as early as possible as there could be important implications for those on our waiting list.

### 6 Welcome to St Helen's

After accepting a place students are invited to the School on two occasions; the first in June when they attend an induction afternoon with team activities to get to know their form group and form tutor; the second in September which is an intake afternoon the day before the beginning of term.

## Key dates for 2025 entry

- Whole School Open Day: 5 October 2024
- Junior Department Head's Breakfast: 15 October 2024
- Closing date for registration: 8 November 2024 although late entries may be considered
- 10+ Taster Day (registered candidates): 19 November 2024
- 9+ Taster Day (registered candidates): 26 November 2024
- Assessment day: 25 January 2025
- Interviews by appointment: w/c 27 January 2025
- Outcome letters sent: 7 February 2025
- Closing date for acceptances: 3 March 2025
- Induction afternoon: 17 June 2025
- Intake afternoon: 3 September 2025

## Entry requirements

### Assessment papers will be set as follows:

**English:** Candidates will sit separate reading and writing papers. These are designed to assess their ability to interpret an unfamiliar text and express themselves through creative writing.

The writing task will be assessed on the following points: relevance to the task; imagination and creativity; organisation and cohesion; sentence structure; punctuation; vocabulary and spelling.

The best preparation for both papers is reading and discussing a wide range of books, including non-fiction and poetry. They can also develop their imagination and vocabulary by keeping a writing journal of their thoughts and ideas.

Time (9+ and 10+):  
Reading paper – 40 minutes  
Writing paper – 40 minutes

**Mathematics:** The paper will include short questions on all areas of the National Curriculum: number; measurement, geometry, algebra and statistics.

There will be a mental arithmetic section as well as written questions, including some problem-solving. For all written answers candidates will be encouraged to show working out as necessary.

Finally some questions are included to help identify candidates who excel in this curriculum area.

Time: 45 minutes (9+ and 10+)

Candidates will be given further opportunity to demonstrate their skills in English and mathematics at interview. This will also be an opportunity for the interviewer to follow up on any assessment queries.

## Diagnostic assessment

In certain situations candidates may take a 9+ or 10+ assessment for diagnostic purposes with a view to entering the School at a later point; candidates who have taken the 9+ diagnostic assessment may not take the 10+ diagnostic assessment. Such testing allows parents to ascertain their daughter's current level of ability and thus suitability for the School. These diagnostic assessments will only be available to registered candidates on the published testing dates. Diagnostic candidates take assessments only. References and interviews will not be required until the point of entry. Please contact the Registrar for further information and to notify your interest in a diagnostic assessment.

## Moving up to senior school

Students accepted into the Junior Department are assured of a place in St Helen's Year 7 at the appropriate time. They will take the St Helen's assessment at 11+, not for the purpose of selection but for staff records and possible scholarships.

## Scholarships

Scholarships and bursaries are not available in the Junior Department but all students will be considered at the time of the assessment for 11+ scholarships.

# Lower School

## Admission to Year 7 (11+)

### Entry process

#### 1 Visit the School

Your first visit to the School should be with your daughter on our Open Day or another open event ideally two years prior to entry. Please see the Visit us section of our website for further information.

#### 2 Registration

Candidates should be registered by the appropriate deadline, although late applications may be acceptable. A registration form should be completed online and the appropriate fee paid. Once your daughter is fully registered, you will automatically receive details of the admissions process at the appropriate time.

#### 3 Taster day and interview

Registered candidates are required to attend a taster day at St Helen's as part of the entrance assessment process. The day will take the form of a normal school day and will include lessons in known and new subjects. There will also be an opportunity to meet students already at St Helen's and the Headmistress will meet candidates individually throughout the day. The afternoon will end with candidates breaking into small groups for an informal discussion with a senior member of staff. Candidates will be offered taster day dates once they have been registered.

#### 4 Entrance assessment

The entrance assessment is normally taken in January of the academic year the student turns 11 years. Under and over age candidates may be considered at the discretion of the Headmistress. No special preparation is necessary.

Each element of the assessment process together with a headteacher's reference will be taken into account by the Headmistress in order to determine suitability for a place at St Helen's.

The entrance assessments include a one-hour paper in mathematics and a paper of one hour and 15 minutes in English (*see entry requirements for further details.*)

#### 5 Offers and accepting a place

Parents will be notified of the outcome within ten days of the entrance assessment. At this stage, if parents or students remain uncertain of their decision, they are welcome to contact the Admissions Office for further information or to arrange another visit to St Helen's. Parents are asked to accept the place as early as possible as there could be important implications for those on our waiting list.

#### 6 Welcome to St Helen's

After accepting a place students are invited to the School on two occasions; the first in June when they will attend an induction day with team activities and the opportunity to get to know their form group and form tutor; the second in September which is an intake afternoon the day before the beginning of term.

## Key dates for 2025 entry

- Whole School Open Day: 5 October 2024
- Closing date for registration: 8 November 2024 although late entries may be considered
- Closing date for bursary applications: 8 November 2024
- Closing date for music scholarship applications: 8 November 2024 at 12 noon
- Taster days: various dates between October and December 2024 (by invitation following registration)
- Workshop and music scholarship auditions: w/c 6 January 2025
- Assessment day: 11 January 2025
- Outcome letters sent: 17 January 2025
- Closing date for acceptances: 3 March 2025
- Induction day: 14 June 2025
- Intake afternoon: 3 September 2025

## Entry requirements

Candidates will be required to take an entry assessment in English and mathematics, provide a reference from the candidate's current school and attend a taster day where each candidate will meet individually with the Headmistress as well as taking part in a discussion group with a senior member of staff. Each of these will be taken into account by the Headmistress and a team of staff in order to determine a candidate's suitability for a place at St Helen's.

### Assessment papers will be set as follows:

**English:** The reading section will require students to answer questions about setting and characters in response to a short passage of prose text. We will assess comprehension of meaning, understanding of a writer's specific language choices, understanding of the effects of structural choices and evaluation of a range of viewpoints. Students will need to evidence their ideas with reference to the text. We value thoughtful inference and well-supported opinions.

The writing section will require students to write a short descriptive or narrative piece, the focus of which will be related to the text from the reading section. We value control of structure (both of paragraphs and also of the overall arc of the piece), effective crafting of language, and clear completion of the task set. We credit ambitious vocabulary and punctuation where it is effectively used, but simple and controlled pieces of writing can equally evidence skilful crafting. As such, the best responses are often well-planned as well as well-written, and planning will be actively encouraged in the assessment. We do assess accuracy in spelling, punctuation and grammar, but only as part of a broader assessment of control of language, structure and ideas. Pre-prepared pieces often stand out as such and can disadvantage students by not fulfilling the precise task set; we would advise against pre-preparing whole pieces word-for-word.

Time: 1 hour 15 minutes

**Mathematics:** The mathematics paper will consist of both short questions to test accurate execution of formal mechanical arithmetic and longer problem-solving style questions which involve mathematical ideas presented in words or in diagrams and require the understanding and use of basic techniques in everyday problems. Candidates may need to give explanations and reasoning for these questions. Marks will be given for correct and methodical working as well as correct answers throughout the paper where appropriate. Answers written down with insufficient reasoning may not receive full marks.

Subject material may include, but will not necessarily be limited to, any of the following:

- The four rules applied to decimals and fractions including rules on orders of operations
- Conversion between fractions, decimals and percentages in simple cases
- Use of percentages in straightforward cases
- Basic area and perimeter of shapes
- Basic knowledge of data handling including graphs and averages
- Types of number – prime, multiples, factors, squares, cubes
- Calculations involving time
- Transformations including reflection and rotation
- Number sequences
- Use of coordinates in all four quadrants
- Name and properties of triangles

Some questions will involve situations designed to identify people with special mathematical aptitude.

Candidates will need to have available a pen, pencil, eraser and ruler. Calculators may not be used.

Time: 1 hour

There is no formal syllabus and we regret that copies of past assessment papers cannot be made available.

**Reference:** St Helen's will ask for a reference for each candidate from the Headteacher of their current school.

**Diagnostic assessment:** Parents who are unsure whether their daughter is performing to the standard required for entry into Year 7 may wish to take advantage of opportunities to take a diagnostic assessment. This assessment is separate from the entrance assessment and takes place one or two years earlier at the same time as the Year 5 and Year 6 assessment. Students taking the diagnostic assessment will still need to sit the 11+ entrance assessment.

## Scholarships

Scholarships are awarded by the Headmistress to recognise excellence, ability and potential in one or more academic or extracurricular area.

- **Academic scholarships** are solely to reward academic excellence based on performance in the entrance assessment. No application is required.
- **Music scholarships** are available at 11+. Candidates must complete an application form and return it to the Admissions Office by the closing date. Applicants should be of at least Grade 5 standard in at least one instrument.
- **All-rounder awards** are made to students of high academic ability who are likely to make a substantial contribution to the wider life of the School recognising sport, drama, artistic and/or music potential. No formal application or assessment is required. All-rounder awards are made at the discretion of the Headmistress.

All scholarships are open to external candidates and existing students.

Further details, application forms and closing dates for entry can be found on the school website, [www.shsk.org.uk](http://www.shsk.org.uk)

## Bursaries

Bursaries are available from 20% to 100% of the fees. Further details, application forms and closing dates can be found on the school website, [www.shsk.org.uk](http://www.shsk.org.uk)

# Middle School

Admission to Year 9 (13+) **2025 entry**

## Entry process

### 1 Visit the School

Your first visit to the School should be with your daughter on our Open Day at least one year prior to entry.

#### **13+ Activities Afternoon:**

We hold this event in June for Year 7 students who are interested in joining at Year 9. It is an informal opportunity for your daughter to have an afternoon in school experiencing a variety of activities. We will send an invitation to those contacts who have indicated interest in Year 9 as an entry point for their daughter. You can also book a place or find out more information in the Visit us section of our website.

### 2 Registration

Candidates should be registered by the appropriate deadline, although late applications may be considered. A registration form should be completed online and the appropriate fee paid. Once your daughter is registered, you will automatically receive details about the entrance assessment by email.

### 3 Entrance assessment and taster afternoon

The entrance assessment will take place at St Helen's in October of the year prior to entry. The taster afternoon will take place following the assessments, and will take the form of a normal afternoon with lessons and an opportunity to meet students already at St Helen's. A reference will be requested directly from your daughter's current school before the assessment date. Parents are required to notify their daughter's school that a request will be coming. The assessment will be in English and mathematics. *(See entry requirements for further details.)*

### 4 Offers and accepting a place

Parents will be notified of the outcome of the assessment within ten days of the assessment day. Parents are asked to accept the place as soon as possible as there could be important implications for those on our waiting list.

### 5 Scholarship process

The 13+ scholarship process will take place in November, following the entrance assessment. For further details and deadlines for 2023 entry, please refer to the Scholarships pages in the Admissions section of the School website [www.shsk.org.uk](http://www.shsk.org.uk).

### 6 Welcome to St Helen's

After accepting a place students are invited to an induction afternoon in June of Year 8 when they have an opportunity to meet other students in their form and their form tutor.



## Key dates for 2025 entry

- Activities afternoon: 6 June 2024
- Whole School Open Day: 5 October 2024
- Closing date for registrations and bursary applications: 23 September 2024
- Entrance assessment and taster afternoon: 27 September 2024
- Outcome letters sent: 4 October 2024
- Closing date for scholarship applications (art, music, sport): 18 October 2024 at 9am
- Academic, art, music and sport scholarship assessments: w/c 25 November 2024 by invitation
- Scholarship decisions sent out: 6 December 2024
- Closing date for acceptances: 3 March 2025
- Induction afternoon: 18 June 2025
- Intake afternoon: 3 September 2025

## Entry requirements

### Assessment papers will be set as follows:

**English:** The reading section will require students to answer questions about setting and characters in response to a short passage of prose text. We will assess comprehension of meaning, understanding of a writer's specific language choices, understanding of the effects of structural choices and evaluation of a range of viewpoints. Students will need to evidence their ideas with reference to the text. We value thoughtful inference and well-supported opinions.

The writing section will require students to write a short descriptive or narrative piece, the focus of which will be related to the text from the reading section. We value control of structure (both of paragraphs and also of the overall arc of the piece), effective crafting of language, and clear completion of the task set. We credit ambitious vocabulary and punctuation where it is effectively used, but simple and controlled pieces of writing can equally be effective. As such, the best responses are often well-planned as well as well-written, and planning will be actively encouraged in the assessment. We do assess accuracy in spelling, punctuation and grammar, but only as part of a broader assessment of control of language, structure and ideas. Pre-prepared pieces often stand out as such and can disadvantage students by not fulfilling the precise task set; we would advise against pre-preparing whole pieces word-for-word.

Time: 1 hour 15 minutes

**Mathematics:** The paper will consist of questions which test the candidate's ability to apply arithmetical and mathematical techniques with accuracy and those which will require candidates to select and apply their knowledge and techniques to solve more complex problems. Candidates will need to have available a pen, pencil, eraser, ruler, pair of compasses and a protractor. Calculators may not be used.

The mathematics required will reflect those topics that would normally have been covered by students in Year 7 and the first part of Year 8. As well as the more obvious topics this may include, but will not necessarily be limited to, any of the following:

- Use of the four rules – including cases involving mixed fractions or decimals
- Rounding to decimal places and significant figures
- Conversion between fractions, percentages and decimals in straightforward, usually well-known, cases
- Use of standard form to represent small and large numbers
- Using approximations to one significant figure to estimate calculations
- Percentage problems including a percentage of something, finding something as a percentage and simple interest

- Ratio and simple ideas of (direct) proportion
- Angle properties – triangles, angles on parallel lines
- Simple conversions including foreign currency
- Simplification of algebraic expressions including those involving brackets and powers
- Substitution into algebraic formulae
- Solving more complex algebraic equations including brackets and those where the unknown occurs on both sides
- Very simple rearranging formulae
- Speed, distance and time calculations
- Transformations – rotation, reflection, translation
- Areas of triangles and quadrilaterals
- Simple probability

Time: 1 hour 15 minutes

**Taster afternoon/interview:** Candidates are invited to spend an afternoon at St Helen's after the assessment morning. Students will be interviewed during the afternoon by a member of the School leadership team. Your daughter will be able to discuss her interests and strengths and relate those to the opportunities offered at St Helen's. This will also be a good time for her to ask any questions she may have about the School.

Time: 15 minutes

Copies of past papers cannot be made available.

## Scholarships

Scholarships are awarded by the Headmistress to recognise excellence, ability and potential in one or more academic or extracurricular area.

- **Academic scholarships** are awarded to external candidates following entrance assessments in September and scholarship exam and interview in November. No application is required.  
Current students who have displayed both a very high standard of academic achievement, effort and potential since joining St Helen's and an interest in the extracurricular academic life of the School will be invited to attend a scholarship exam and interview in the November of Year 8.
- **Scholarships in art, music and sport** are available at 13+. All internal and external candidates must return application forms to the Admissions Office by the closing date. In music, all candidates are auditioned and should currently be of Grade 6 standard in at least one instrument. In both art and sport candidates are required to attend a workshop activity which is held for shortlisting purposes. For art, candidates will also be required to submit an art portfolio. Shortlisted candidates will be invited to school for an interview and skills assessment. In sport, applicants should be of a high level of performance (eg county representation or equivalent) in at least one of St Helen's competitive or performance activities. Shortlisted candidates will be invited to attend an interview with the Director of Sport.
- **All-rounder awards** are made to students of high academic ability who are likely to make a substantial contribution to the wider life of the School recognising sport, drama, artistic and/or music potential. No formal application or assessment is required. All-rounder awards are made at the discretion of the Headmistress.

Further details, application forms and closing dates for entry can be found in the Admissions section of the school website, [www.shsk.org.uk](http://www.shsk.org.uk)

## Bursaries

Bursaries are available from 20% to 100% of the fees. Further details, application forms and closing dates can be found on the school website, [www.shsk.org.uk](http://www.shsk.org.uk)

# Middle School

Admission to Year 9 (13+) **2026 entry**

## Entry process

### 1 Visit the School

Your first visit to the School should be with your daughter on our Open Day or another open event at least two years prior to entry.

#### **13+ Activities Afternoon:**

An event in June for Year 6 students who are interested in joining at Year 9. It is an informal opportunity for your daughter to have an afternoon in school experiencing a variety of activities. We will send an invitation to those contacts who have indicated interest in Year 9 as an entry point for their daughter. You can also book a place or find out more information in the Visit us section of our website.

### 2 Registration

Candidates should be registered by the appropriate deadline, although late applications may be considered. A registration form should be completed online and appropriate fee paid. Once your daughter is registered, you will automatically receive details of the admissions process at the appropriate time.

### 3 Taster day

Registered candidates are required to attend a taster day at St Helen's as part of the entrance process. This will take place in the Spring term of Year 7, before the assessment morning.

### 4 Entrance assessment and interview

The entrance assessment will take place in March of a student's Year 7. A reference will be requested directly from your daughter's current school before the assessment date. Parents are required to notify their daughter's school that a request will be coming. The assessment will be in English and mathematics. (*See entry requirements for further details.*) Following assessment, parents will be notified whether their daughter has been selected to return for interview. Interviews will be held in the week following the assessment, by invitation.

### 5 Offers and accepting a place

Parents will be notified of the outcome of their daughter's application within two weeks of interview. Parents are asked to accept the place as soon as possible as there could be important implications for those on our waiting list. Offer holders will be invited to St Helen's in May for an event ahead of the acceptance deadline in July.

### 6 Scholarship process

The 13+ scholarship process will take place in November of a student's Year 8. For further details, please refer to the Scholarships pages in the Admissions section of the School website [www.shsk.org.uk](http://www.shsk.org.uk). Please note that deadlines are altered each year for the following year's entry.

### 7 Welcome to St Helen's

After accepting a place students are invited to an induction afternoon in June of Year 8 when they have an opportunity to meet other students in their form and their form tutor.

## Key dates for 2026 entry

- Activities afternoon: 6 June 2024
- Whole School Open Day: 5 October 2024
- Closing date for registrations and bursary applications: 7 February 2025
- Taster day: 28 February 2025
- Entrance assessment: 3 March 2025
- Interviews: w/c 10 March 2025 by invitation
- Outcome letters sent: 21 March 2025
- Offer holders event: 13 May 2025
- Closing date for acceptances: 4 July 2025
- Closing date for scholarship applications (art, music, sport): October 2025 date tbc
- Academic, art, music and sport scholarship assessments: November 2025 date tbc

## Entry requirements

### Assessment papers will be set as follows:

**English:** The reading section will require students to answer questions about setting and characters in response to a short passage of prose text. We will assess comprehension of meaning, understanding of a writer's specific language choices, understanding of the effects of structural choices and evaluation of a range of viewpoints. Students will need to evidence their ideas with reference to the text. We value thoughtful inference and well-supported opinions.

The writing section will require students to write a short descriptive or narrative piece, the focus of which will be related to the text from the reading section. We value control of structure (both of paragraphs and also of the overall arc of the piece), effective crafting of language, and clear completion of the task set. We credit ambitious vocabulary and punctuation where it is effectively used, but simple and controlled pieces of writing can equally evidence skilful crafting. As such, the best responses are often well-planned as well as well-written, and planning will be actively encouraged in the assessment. We do assess accuracy in spelling, punctuation and grammar, but only as part of broader assessment of control of language, structure and ideas. Pre-prepared pieces often stand out as such and can disadvantage students by not fulfilling the precise task set; we would advise against pre-preparing whole pieces word-for-word.

Time: 1 hour 15 minutes

**Mathematics:** The paper will consist of both short questions to test accurate execution of formal mental arithmetic and longer problem-solving style questions which involve mathematical ideas presented in words or in diagrams and require the understanding and use of basic techniques in everyday problems. Candidates may need to give explanations and reasoning for these questions. Marks will be given for correct and methodical working as well as correct answers throughout the paper where appropriate. Answers written down with insufficient reasoning may not receive full marks.

Subject material may include, but will not necessarily be limited to, the following:

- Applying the four operations, and rules of operations, to integers, fractions and decimals using mental arithmetic techniques and written calculations
- Conversion between fractions, decimals and percentages and use of percentages in calculations
- Conversion of measures
- Number patterns and types of number

- Angle geometry
- Rounding numbers and decimals
- Properties of shape
- Simplifying algebraic expressions
- Solving straightforward algebraic equations
- Use of coordinates in all four quadrants
- Areas of 2D shapes and volume of prisms

Candidates will need to have available a pen, pencil, eraser and ruler. Calculators may not be used.

Time: 1 hour 15 minutes

**Taster day/interview:** Candidates will be invited to spend the afternoon of assessment day at St Helen's, taking part in some lessons and activities. Interviews will be held in the week following the assessment, by invitation.

Time: 15 minutes

Copies of past papers cannot be made available.

## Scholarships

Scholarships are awarded by the Headmistress to recognise excellence, ability and potential in one or more academic or extracurricular area. **Scholarship assessments take place in Year 8. The closing date for applications is in October of Year 8.**

- **Academic scholarships** are awarded to external candidates following entrance assessments in March of Year 7 and a scholarship exam and interview in November of Year 8. No application is required.  
Current students who have displayed both a very high standard of academic achievement, effort and potential since joining St Helen's and an interest in the extracurricular academic life of the School will be invited to attend a scholarship exam and interview in November of Year 8.
- **Scholarships in art, music and sport** are available at 13+. All internal and external candidates must return application forms to the Admissions Office by the closing date. In music, all candidates are auditioned and should currently be of Grade 6 standard in at least one instrument. In both art and sport candidates are required to attend a workshop activity which is held for shortlisting purposes. For art, candidates will also be required to submit an art portfolio. Shortlisted candidates will be invited to school for an interview and skills assessment. In sport, applicants should be of a high level of performance (eg county representation or equivalent) in at least one of St Helen's competitive or performance activities. Shortlisted candidates will be invited to attend an interview with the Director of Sport.
- **All-rounder awards** are made to students of high academic ability who are likely to make a substantial contribution to the wider life of the School recognising sport, drama, artistic and/or music potential. No formal application or assessment is required. All-rounder awards are made at the discretion of the Headmistress.

Further details, application forms and closing dates for entry are updated each year for the following year and can be found in the Admissions section of the school website, [www.shsk.org.uk](http://www.shsk.org.uk).

## Bursaries

Bursaries are available from 20% to 100% of the fees. Further details, application forms and closing dates can be found on the school website, [www.shsk.org.uk](http://www.shsk.org.uk).

# Sixth Form

## Admission to Lower Sixth (16+)

### Entry process

#### 1 Visit the School

Ideally, your first visit to the School should be with your daughter on our whole school Open Day at least two years prior to entry. We also hold an introductory Sixth Form open event in April for students in Year 10 and their parents, followed by a Sixth Form Experience Day in June of Year 10 when prospective students can experience a day as a St Helen's Sixth Form student including A Level taster lessons in subjects of their choice.

#### 2 Registration

A registration form should be completed and returned to the Admissions Office with the appropriate fee. Once your daughter is registered you will automatically receive details about the entry process. A reference will be requested directly from your daughter's school before the interview date. You will be required to complete a Programme of Study form to indicate those subjects your daughter intends to study at A Level.

#### 3 A Level Options Open Evening

This takes place in November after our Open Day – registered candidates will be sent an invitation. The A Level Options Open Evening is an important event for prospective students and their parents and is an opportunity to find out everything they need to know about St Helen's Sixth Form, including the St Katharine's Study programme. Full details of the A Level subjects offered can be viewed on our website. You will be able to meet the Headmistress, the Head of Sixth Form and Higher Education as well as Sixth Form subject teachers and current A Level students who will be on hand to discuss chosen subjects in more detail. Our Head of Careers and Professional Guidance will be available to discuss which subjects are relevant to different degree courses and future careers.

#### 4 Entrance assessment and interviews

Registered candidates will have two interviews: one with the Headmistress and Head of Sixth Form and Higher Education, and the second with the Deputy Head or Assistant Head. Candidates will also be required to complete an online reasoning assessment. Interviews take place, by appointment, in November. Late applications may be considered according to the availability of subjects to be studied. Interviews for late applicants take place in March. Note: Late applicants are unable to be considered for scholarship or bursary.

#### 5 Offers

Candidates will be informed of the School's decision shortly after the interview process has been completed. Letters confirming offers will be sent in late August, following receipt of GCSE results.

#### 6 Welcome to St Helen's

After accepting a place students are invited to the School on two occasions: the first in June when they will have an afternoon of activities and a chance to meet the other students in their form as well as their form tutor. There is also an intake afternoon on the day before the beginning of term.

## Key dates for 2025 entry

- Whole School Open Day: 5 October 2024 (including Sixth Form platform)
- A Level Options Open Evening: 10 October 2024
- Closing date for registration: 18 October 2024 although late applications may be considered
- Closing date for bursary applicants: 18 October 2024
- Closing date for scholarship applications: 18 October 2024 at 12 noon
- Sixth Form interviews: w/c 11 November 2024 by invitation
- Sixth Form academic scholarship assessment and specialist subject papers: 15 November 2024
- Sixth Form online reasoning assessment: 16 November 2024
- Art, drama, music and sport scholarship workshops, auditions and interviews: w/c 18 November 2024
- Academic scholarship shortlist invitations sent: 21 November 2024
- Academic scholarship interviews: 27 November 2024
- Place offer and scholarship letters sent: 2 December 2024
- Sixth Form offer holders event: 6 December 2024
- Sixth Form place acceptance deadline: 10 January 2025
- Induction afternoon: 2 July 2025
- Intake afternoon: 3 September 2025

## Entry requirements

Entry is determined by pastoral and academic interviews and reasoning assessment and is conditional on (I)GCSE results and a satisfactory reference from the current school. All offers require at least five 9–7 grades at (I)GCSE and a 9–7 in the subjects the candidate plans to study at A Level. Candidates are invited to bring recent work and art portfolios with them to interview.

## Scholarships

Scholarships are awarded by the Headmistress to recognise excellence, ability and potential in one or more academic or extracurricular area.

- **Academic scholarships** are awarded to both external and internal candidates based on mock results, school references and a scholarship assessment (a thinking skills paper and two specialist subject papers) taken in November. Shortlisted candidates will be invited for Governors' interviews and viva voce style interview with subject specialists. Further details are available on the school website, [www.shsk.org.uk](http://www.shsk.org.uk). All candidates are required to complete an application form and submit it to the Admissions Office.

- **Scholarships in art, drama, music and sport** are available at 16+. All internal and external candidates must return application forms to the Admissions Office. In music, all candidates are auditioned and should be of Grade 8 standard in at least one instrument. In art, all candidates submit a portfolio and will be invited to school for an interview and skills assessment. In sport, applicants should be of a high level of performance (e.g. county representation or equivalent) in at least one of St Helen's competitive or performance activities. Candidates will be invited to school for an assessment and interview. In drama, shortlisted candidates will be invited to school for practical assessment and interview. Candidates must be available during the w/c 18 November 2024 to attend relevant scholarship activity.
- **All-rounder awards** are made to students of high academic ability who are likely to make a substantial contribution to the wider life of the School recognising sport, drama, artistic and/or music potential. No formal application or assessment is required. All-rounder awards are made at the discretion of the Headmistress. Further details, application forms and closing dates for entry can be found on the school website, [www.shsk.org.uk](http://www.shsk.org.uk).

## Bursaries

Bursaries are available from 20% to 100% of the fees. Further details, application forms and closing dates can be found on the school website, [www.shsk.org.uk](http://www.shsk.org.uk).

Transformational Sixth Form bursaries are available for candidates currently in a state funded school applying to join St Helen's Sixth Form. These bursaries are worth 100% of school fees and will also cover additional costs such as school transport and curriculum activities.

All bursaries are means tested. Further details, application forms and closing dates can be found on the school website, [www.shsk.org.uk](http://www.shsk.org.uk).

# Fee information

## Fees from September 2024

### Registration and entrance fee

£150 for UK candidates (non-refundable).

£250 for overseas candidates (non-refundable).

### Deposit (on acceptance of place)

£1,000 refundable on final account.

### Tuition fee

- £7,380 per term, including lunch

All the costs incurred in the usual course of the curriculum education of the School, including provision of necessary education materials as outlined in the schedule of fees, are met by the tuition fee unless otherwise notified. The cost of academic public assessments will be charged as supplemental items.

### Buses

Costs depend on route and stop. The Joint Bus Service (JBS) is managed by specialist school transport company, Vectare. Details can be found at [jbs@vectare.co.uk](mailto:jbs@vectare.co.uk).

### Music fees

For full schedule of fees and conditions visit [www.shsk.org.uk](http://www.shsk.org.uk).

## Bursaries

Opening up access for families who would not otherwise be able to afford the fees has always been central to our ethos. This means that we offer support of up to 100% of fees to families who demonstrate through a means testing process that they could not otherwise send their daughter to St Helen's

### What is a bursary?

Bursaries can be awarded from 20-100% of fees, and may include assistance with school bus travel, uniform and curriculum activities. They are awarded to candidates whose performance in the entrance tests suggests academic merit and where the application satisfies the financial constraints set out by the Governors. Bursaries are reviewed annually; they may increase or decrease according to financial circumstances.

### How do I qualify for a bursary?

Bursary support is based on an assessment of financial circumstances and considers both capital assets as well as income and makes allowances for household expenses. Where fees are being paid to other schools, the award will take these outgoings into account, although the Director of Finance and Operations would expect to see evidence that equivalent awards had been made by other independent schools.

The School considers that the following examples would not be consistent with the receipt of a bursary: frequent/expensive holidays, new/luxury cars, investment in significant/expensive home improvements, second property/land holdings excessive pension contributions, or capital overpayments on mortgages.

Subsequent to entry, the School operates a Hardship Bursary Fund for those whose financial arrangements have unexpectedly changed for the worse. The application process is the same (see below) but the timescales for review and

confirmation of an award are managed on a case by case basis. Parents should be aware that the School would not expect to provide financial assistance within the first two years of a student joining (other than being in receipt of a bursary on entry), since it is expected that sufficient financial resources exist to cover school fees commitments during this period.

### How do I apply for a bursary?

Details of how to apply for a bursary are available on our website. The completed application and supporting information must be submitted by the closing date advised and published on the school website, [www.shsk.org.uk](http://www.shsk.org.uk).

## Payment of fees

School fees must be paid either by termly direct debit to the School or by a monthly direct debit which is administered by School Fee Plan (SFP), details for which can be found on the Fees page of our website, [www.shsk.org.uk](http://www.shsk.org.uk).

Notice of removal of a student from the School before completing Year 13 (Upper Sixth) must be given in writing to the Headmistress at least one full term beforehand, or payment of the next term's fees will be required in lieu of notice.

For students joining St Helen's, if you wish to withdraw your acceptance of a place after submitting the Parent Contract Acceptance Form and payment of the deposit, notice must be given in writing to the Headmistress prior to the first day of the term immediately preceding the term in which your child was due to start, or payment of the next term's fees will be required.

Notice of discontinuing subjects for which extra fees are charged must be given in writing no later than one full term beforehand.

Please note that payment for music tuition fees must be made to the music tutor who raises the invoice and not to the School. Notice to terminate music tuition must be made in accordance with the music tutor's contract.

## Overseas candidates

St Helen's accepts applications from overseas candidates who have the necessary passport/visa arrangements to study in the UK throughout their time at the School. Candidates are expected to attend assessments/interview at the School, although in exceptional circumstances other arrangements may be made by prior agreement with the Registrar.

# Bus routes

Our school families come from across six counties – Oxfordshire, Gloucestershire, Buckinghamshire, Wiltshire, Hampshire and Berkshire – facilitated by our thriving Joint Bus Service (JBS) with Abingdon School which brings over 1100 students into school every day.

Managed by specialist school transport company, Vectare, the service offers huge practical benefits from not relying on public transport services, as well as social opportunities for students from the two schools to connect.

Find your nearest bus stop on the JBS map, or read our Bus Travel Guide for more information.

Visit the JBS website to book your place, or contact [jbs@vectare.co.uk](mailto:jbs@vectare.co.uk) for help with areas not covered in the Bus Travel Guide.



