



LEICESTER GRAMMAR SCHOOL TRUST

LGS STONEYGATE

ADMISSIONS POLICY

LGS Stoneygate is an academically selective independent co-educational all-through day school for children aged 3 to 16. Our mission is to develop the happiness, confidence and skills of every pupil so they can succeed in their aspirations.

The school aims to inspire intellectual curiosity and creativity, provide a broad and stimulating curriculum and co-curricular programme, and enable pupils to achieve both their academic and personal goals. We seek to nurture self-esteem, wellbeing and kindness within and beyond the school community, while equipping pupils to become confident and responsible global citizens.

Our values are centred around the “Four Cs”: being Committed, Curious, Creative and Caring. We encourage pupils to strive for excellence, embrace lifelong learning, think imaginatively and treat others with kindness and respect.

The school seeks to maintain a balance between academic achievement, practical learning, physical education, moral and spiritual development, and co-curricular opportunities. Pupils are expected to participate fully in school life, work hard, behave respectfully and uphold the school’s standards, including uniform expectations.

Visiting the School

Families considering LGS Stoneygate are warmly encouraged to visit the school either during an Open Event or through an individual tour with the Headmistress. Visits provide an opportunity to experience the school community and meet staff and pupils.

To arrange a visit, families may contact Admissions by telephone on 0116 259 2282 or by email at admissions@lgs-stoneygate.org.uk. Further information can also be found on the school website.

Admissions Overview

This policy should be read in conjunction with the school’s SEND, Equal Opportunities and Prevent Duty policies.

LGS Stoneygate is a selective school and admission is based on a combination of entrance assessments, school references, taster sessions or assessment days and interviews where appropriate. The admissions process is designed to identify pupils who will benefit from the education offered by the school and contribute positively to school life.

Candidates may not resit an entrance assessment within the same academic year and may only make one re-application within each phase of education: Early Years to Year 2, Years 3 to 6 and Years 7 to 10. At the discretion of the Headmistress, and in exceptional circumstances, re-sits for the original school the application was made to may be granted.

Applications should normally be submitted by early December in the year preceding entry, although assessments may also be arranged later in the year where places remain available.

Entrance Procedures

Pre-School

Children can apply for Pre-School once they turn three. As part of the admissions process, they will be invited to a friendly taster session with our Early Years Lead. This gives children the opportunity to explore the setting, meet our staff and spend time with other children, while we gently get to know their individual skills, development and readiness for Pre-School.

Reception

Children applying for Reception attend a taster session during the year prior to entry. Assessments take place during January and February and involve either a one-to-one or small group session in school. Admission decisions are based on the child's successful visit or taster session, a reference from the nursery or current setting and observations of the child's readiness for school.

Years 1 and 2

Entry into Years 1 and 2 is based on a taster day, an informal review of literacy and numeracy skills and a satisfactory reference from the applicant's current school.

Years 3 to 6

Entry into Key Stage 2 involves a taster day, literacy and numeracy assessments, a reference from the current school and an interview with a member of the Senior Leadership Team.

Year 7 and Senior School Entry

External applicants for Year 7 attend an assessment day which includes literacy, numeracy and non-verbal reasoning assessments, time in lessons, a reference from the applicant's current school and an interview with a member of the Senior Leadership Team.

Successful candidates are expected to be capable of accessing the Senior School curriculum and achieving Grade 4 and above at GCSE. Current LGS Stoneygate pupils are not required to sit entrance assessments in order to transfer into the Senior School.

The school is not obliged to state its reasons for an unsuccessful application.

Applications from Overseas

For applicants applying from overseas (including British passport holders currently residing abroad), LGS Stoneygate can make arrangements to carry out the admissions process remotely. This will typically include an online meeting with the Headmistress, or a delegated member of staff, to meet the parents and prospective pupil, introduce the school, and assess the pupil's level of English.

As part of the admissions process, applicants will also be required to complete a written assessment in literacy and numeracy (under appropriate supervised conditions), provide a report from their current educational setting, and obtain a satisfactory reference from their current school.

The admissions panel, chaired by the Headmistress, may, at its discretion, also take into account whether a candidate demonstrates particular strengths or talents across areas of school life, including academic attainment, sport, music, or the arts, and whether the pupil is likely to benefit from and contribute positively to the wider school community.

Please note that LGS Stoneygate cannot sponsor international pupils. Families must ensure that their child has the appropriate immigration status and right to live and study in the UK before submitting an application.

Failure to provide evidence of appropriate immigration status may result in an offer of a place being withdrawn or a confirmed place being retracted.

Admissions Criteria

Admission decisions are based on a range of considerations, including academic potential, reports and references from the current school, behaviour and conduct, performance during assessments and interviews, and the pupil's likely contribution to wider school life.

The school also considers whether the applicant's special educational needs or disabilities can reasonably be supported within the school's provision, whether admission would maintain an appropriate balance of needs within the year group and whether admission would adversely affect the progress of peers.

The school reserves the right not to disclose reasons for rejecting an application.

Equal Treatment

LGS Stoneygate welcomes applications from pupils from diverse backgrounds and is committed to equal treatment regardless of sex, race, ethnicity, religion or belief, cultural or linguistic background, sexual orientation, gender reassignment, disability, special educational needs or social background.

The school supports the British values of democracy, the rule of law, individual liberty and mutual respect and tolerance for those of different faiths and beliefs.

Special Educational Needs and Disabilities (SEND)

The school welcomes pupils with SEND and disabilities where reasonable adjustments can be made and where the school can adequately support the pupil's needs.

Parents are strongly encouraged to disclose any known or suspected SEND needs, disabilities, medical conditions, allergies or pending assessments at the earliest opportunity. Educational psychologist reports or medical reports should be submitted with the application form where available.

The Learning Development Department works collaboratively with pupils, families and staff to support individual learning and wellbeing.

Where a pupil has an Education, Health and Care Plan (EHCP), placement will depend upon whether the school can meet the pupil's needs and whether the Local Authority agrees that LGS Stoneygate is an appropriate placement.

Although the school's facilities for pupils with disabilities are currently limited, the school will do all that is reasonable to make its culture, policies and procedures accessible.

English as an Additional Language (EAL)

Pupils with English as an Additional Language are assessed using the same admissions criteria as all applicants. Applicants are normally expected to have sufficient English fluency to access the curriculum and participate fully in school life.

In exceptional circumstances, less fluent pupils may be admitted where they are considered capable of developing the required language skills through immersion and differentiated support.

Sibling Applications

Siblings are welcomed where appropriate; however, admission is not automatic. The school may determine that another educational environment would better suit the needs of an individual child.

Inter-Trust Transfers

Transfer between different Leicester Grammar School Trust schools will only exceptionally be considered in-year and always with one full term's notice. Parents wishing to consider a change of school for their child should initially consult their child's Headteacher. If parents wish to proceed, normal entrance requirements will apply in order to gauge suitability.

Scholarships

LGS Stoneygate offers scholarships at 11+ and 13+ entry in the areas of academic achievement, art, music, sport and all-round achievement. Scholarships are awarded on talent and potential rather than financial circumstances and provide a £500 one-off reduction on the first terms school fees, although the number and value of awards are at the discretion of the Headmistress.

Scholarship holders are expected to demonstrate excellent conduct, commitment and active participation in school life. The Scholars' Programme includes specialist mentoring, masterclasses, guest speakers and enrichment opportunities.

Academic scholarship candidates complete literacy and numeracy assessments and attend an interview with the Headmistress. Music scholarship applicants are normally expected to

perform at approximately Grade 4 standard for 11+ entry and Grade 5 standard for 13+ entry. Assessments include performance, scales, sight-reading and aural tests.

Art scholarship candidates submit a portfolio demonstrating observational drawing, painting and experimental work and complete a supervised still-life assessment. Sport scholarship candidates are assessed on sporting performance, fitness, leadership, commitment and sportsmanship.

The All-Rounder Scholarship recognises pupils who demonstrate strong academic ability alongside excellence in sport, music or art.

Bursaries

The school offers means-tested bursaries to support families who meet the admissions criteria but require financial assistance. Bursaries may cover up to 100% of fees in exceptional circumstances and are reviewed annually.

Families applying for bursary support are required to provide evidence of income and assets and may be invited to attend a meeting with the school. Bursaries are available only to families resident in the UK.

Further details regarding bursaries and scholarships are available from the Admissions Department or on the school website <https://www.lgs-stoneygate.org.uk/scholarships-bursaries>.

Offer of a Place and Deposits

Where a place is offered, parents are required to pay the acceptance deposit as outlined in the school's Fees List. The deposit is retained until the pupil leaves the school and is credited against the final invoice unless otherwise stated in the Terms and Conditions.

Withdrawal from School

One full term's written notice is required before withdrawal from the school. Where notice is not given, fees in lieu of notice will be payable.

These arrangements enable the school to plan staffing, curriculum provision and resources appropriately.

Pastoral Care and Welfare

The school is committed to safeguarding and promoting the welfare of all pupils and to providing pastoral care in accordance with legal requirements.

Pupils' rights and freedoms are respected while balancing the needs and expectations of the wider school community. All pupils receive personal, social, health and economic education, including age-appropriate relationships and sex education.

Religious Beliefs

LGS Stoneygate welcomes pupils of all faiths and none. Although the school has a Christian foundation, admission is not based on religious belief.

Pupils are expected to attend school assemblies and significant services such as the Christmas Carol Service.

Records and Data Protection

Applicant information is processed and stored in accordance with data protection legislation and the school's Privacy Notice.

Unsuccessful applicant data is normally retained for no longer than six months unless there is a legitimate reason to retain it for longer. The school maintains admissions records in accordance with statutory attendance guidance.

Complaints and Policies

The school's Terms and Conditions, Complaints Procedure and other relevant policies are available on the school website or from the Admissions Department upon request.

Last Reviewed: September 2025

Next Review: September 2026