THE
KING'S SCHOOL
CANTERBURY

Admissions Policy

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TABLE OF CONTENTS

GENERAL 2

Equal Treatment 3

Information Sharing 3

Special Educational Needs 4

ADMISSIONS PROCESSES 5

The King's Junior School, Canterbury 5, 6

The King's Senior School, Canterbury 7,8,9

The King's International College 9

GENERAL PART 2 10

Offers to Applicants 10

Outcomes and Timelines 10

Sponsorship of a Pupil 11

Acceptance of a Place 11

Additional Deposit 11

Siblings 11

Scholarship and Bursaries 11

Anti-Money Laundering (AML) 11

Right to Study 11

Fluency in English 13

Religion 13

Data 13

Terms and Conditions 13

Complaints 14

General

The King's School Canterbury comprises three schools: The King's School, the Senior School (KSC); Junior King's (JKS); and The King's School International College (KIC). Together, they provide a continuous, high quality educational pathway for pupils aged 3 to 18. KSC is an independent coeducational day and boarding school for approximately 900 pupils from Year 9 (age 13+) to Year 13 (age 18). JKS is a coeducational day and boarding school for approximately 350 pupils aged 3 to 13, and KIC accommodates up to 80 students in Years 9 to 11, almost all of whom board. Across all three schools, we are committed to offering a rigorous, supportive and enriching environment in which pupils can thrive academically and personally. We recognise that selecting the right school is a significant decision for families, and we strongly encourage prospective parents and pupils to visit us. Each school hosts regular open events and personalised tours during term time, providing opportunities to meet staff, experience our teaching and pastoral approach, and gain insight into the distinctive yet connected educational experience we offer. Further information, including prospectuses and visit booking details, is available on our website.

The aims of this Admissions Policy are to ensure that the Schools' admissions practices are fair, transparent, and fully aligned with our charitable objectives. The policy seeks to support the admission of pupils who will benefit from the broad and varied curriculum offered across the King's Schools and who will thrive within the academic, pastoral, and co-curricular environment we provide. In doing so, it supports the Schools' commitment to offering an education that enables each child to develop their potential and contribute positively to the life of the School.

Equal treatment

The King's School aim is to encourage applications from candidates with as diverse a range of backgrounds as possible. We are mindful of our obligations under the Equality Act 2010 during the Admissions Process. This enriches our community and is vital in preparing our pupils for today's world. Generous bursaries are offered in order to make it possible for as many as possible who meet the school's admission criteria to attend the school. The school's provision for bursaries is described below.

The King's School is committed to equal treatment for all, regardless of a candidate's age, sex, race, religion or belief, disability, gender reassignment, or sexual orientation.

Information sharing

We require parents to inform the Schools at the outset of the application process about any needs which their child may have or any other significant matters which the School should reasonably be aware of because, for example, it would necessitate tailored provision and/or would materially impact on their child's attendance at School and/or ability to engage in day-to-day School life. The school may wish to discuss these matters with the parents and/or require some further information.

Parents must ensure that information provided is accurate, complete and not misleading and relevant details and information (or changes to them) are shared in a timely and transparent manner.

A failure to disclose relevant information and/or the provision of inaccurate, incomplete or misleading information may - in some cases - lead to the withdrawal of an offer or termination of the School's Parent Contract.

Special educational needs

The Schools do not unlawfully discriminate in any way regarding entry. The schools welcome pupils with disabilities and/or special educational needs, provided we can reasonably offer them any support that they require and cater for any additional needs and that our sites can accommodate them. We aim to ensure that all our pupils, 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 admission criteria to all potential pupils. We require parents of children with special educational needs, disabilities or allergies (suspected and diagnosed) to discuss their child's needs with the school at the outset of the admissions process so that we can consider and make – to the extent reasonable – appropriate provision for them.

Parents are required to provide with the Registration Form full details of all relevant information about their child, including any reports (including any educational psychologist reports, medical reports or assessments or other relevant expert third party reports), materials or information about their child's needs (educational, health or otherwise), and this may include any final or draft EHC needs assessments (or applications for a needs assessment) or final or draft EHC Plans (or applications for an EHC Plan). This is so that the Schools can assess the child's needs and consult with parents about any adjustments which can reasonably be made so that the School can ensure, for example, that the child will be able to meaningfully access the education offered and that the school is able to ensure their health and safety, and the health and safety of others. This information should be provided prior to the admissions assessment process.

Parents should inform the School at the outset if their child may require adjustments to the admissions process or to their education and participation in school life. The School may request further information or additional assessments as needed and will discuss with parents—and, where appropriate, the child's medical advisers—whether the proposed adjustments can reasonably be accommodated.

There may be exceptional circumstances in which we are not able to offer a place for reasons relating to a child's special educational needs and/or disability. For example, if, despite reasonable adjustments (in the case of disability), we feel that a prospective pupil is not going to be able to meaningfully access the education offered, or that their health and safety or those of other pupils or staff may be put at risk, or where the School cannot reasonably accommodate the adjustments required or reasonably provide the nature or level of the support required.

Sometimes, the situation of pupils with disabilities and/or special educational needs changes between an offer of a place being made and the pupil starting at the school. The school requires parents to be pro-active in updating the school as to any changes which mean that the information provided during the application process is out of date or incomplete. In the vast majority of cases, this will not affect a pupil's place at the school. However, the School may, in

exceptional circumstances, need to reconsider the offer of a place if a pupil's circumstances change materially. It is in the pupil's interests that any such decision is made as early as possible to avoid any disruption to their education, so parents are urged to be forthcoming and transparent in their communications with the school about any material change to their child's circumstances.

In the event your child has an EHC needs assessment or EHCP (whether at the application stage, draft or final form) it is important that these (and the applicable supporting documentation, e.g. educational psychologist reports or other expert assessments) are shared promptly with the School and that the School is kept up to date with respect to any relevant decisions of the Local Authority or changes in provision.

For further details please view the SEND Policy

Admissions Processes

The King's School Canterbury operates a structured admissions process across its three schools—The King's School (Senior School), Junior King's, and The King's School International College—each with its own defined entry points and age appropriate assessment procedures. While all schools share a commitment to fair, transparent, and supportive admissions practice, the specific requirements, timelines, and methods of assessment vary in accordance with the stage of entry and the educational pathway offered.

The admissions process is commenced following completion of our Registration Form found on the Admissions page of the School website. A non-refundable registration fee of £240 (inc. VAT) is required for King's Senior School and King's International College, and £120 (inc. VAT) for registration to the Junior School. Once you child's registration is received, the Admissions Team will contact you to advise on any assessments and next steps.

The King's Junior School, Canterbury

Applications for our Pre-Prep Department (ages 3 to 7 years)

Children can enter the Nursery from the term of their third birthday, on either a part- or full-time basis. If space permits, we do consider children from the age of 2 years and 5 months. Hours can be increased on a half-termly basis, subject to availability.

Children can join our Reception in the September after their fourth birthday,

Entry into Year 1 or Year 2 is often possible, but will depend on the availability of places.

Assessment and Settling

Children registered for the Nursery will be invited for an 'All About Me' taster session.

Wherever applicable, a report and/or reference will be requested from the child's current nursery.

Assessment and Settling – Reception to Year 3

During the academic year preceding entry, all children entering Reception, Years 1, 2 and 3 will be invited to visit the school for a classroom-based assessment and taster day. These assessments are conducted informally and child will join a class of their own

age. During the day, informal assessments of reading, writing and Maths will be conducted in order to gain a broad view of a child's ability to flourish at the school.

Wherever applicable, a report and/or reference will be requested from the child's current school at the time of registration.

Applications for our Prep Department (ages 7 to 13 years)

Assessment and Settling – Year 4 to Year 8

Applications to join in Years 4 to 8 will entail an assessment as part of a taster day. Children will sit standardised entry tests in verbal, quantitative, spatial and non-verbal skills, and complete a piece of creative writing. These assessments are generally taken in January or February, and selection is likely to be competitive. It may be possible to arrange entry assessments at alternative point in the year if places are available.

All pupils will also have an interview with the Registrar or a senior member of staff.

A report and/or reference will be requested from the child's current school at the time of registration.

Most pupils join both the Prep and the Pre-Prep at the start of the academic year in September. Children can enter the Prep and the Pre-Prep at any point in the year, subject to the availability of places. There is often a large annual intake into Year 7 at 11+ and, depending on the availability of places, entry into Year 8 at 12+ may also be possible.

Very occasionally, children will join midway through a term.

Transition from Junior King's School to The King's Senior School

Through Offers

Pupils applying for Years 7 or 8 may receive an offer for both Junior King's and the King's School, Canterbury. These places will be offered on the basis of entrance assessment results, interviews, and information from previous schools. All offers are unconditional, but subject to continued academic progress and positive contributions to the school community.

Non Through Offers

Pupils who do not receive a 'through offer' may receive an offer only for their years at Junior Kings. During the Autumn Term, the School will assess the suitability of King's Canterbury for that child and may recommend a pupil sits the King's Entrance Exams (KEE) referenced later in this document. Alternatively pupils may also consider King's International College, or alternative senior school destinations. Pupils will be supported in their applications regardless of their chosen future school.

Pupils already at Junior King's in the Autumn of Year 6

Children who are already at Junior King's in Year 6 will attend an "Experience Day" at the Senior School in the Lent Term. During the Experience Day, children will sit a creative writing assessment, an interview and enjoy some team activities. This day, together with academic reports and assessments, will form the basis for unconditional offers to be made. Children who do not receive this offer will be able to sit King's Entrance Exams in Year 8.

The King's Senior School, Canterbury

The King's School is academically selective; however, every application is considered with care, recognising the individual circumstances of each pupil. Admission decisions are informed by a combination of academic assessments, including an entry examination, an interview at the School, and references or other relevant information provided by the candidate's current school. The senior school admissions process is designed to identify pupils who will not only benefit from a balanced and well-rounded education but also contribute positively to the life and values of the School.

No specific preparation for our entrance tests is needed; candidates start on an equal footing, with identical opportunities to display their academic aptitude and extra-curricular skills.

The usual points of entry are at 13+ (Year 9), 14+ (Year 10) and 16+ (Year 12).

Applications for 13+ entry (Year 9) from Prep Schools

Parents are advised to start the application process about three years in advance of entry, in consultation with the Prep School Head. Those applying from non-Prep or from international schools, are advised to start the application process at least one year in advance of entry.

Applications for 13/14+ entry (Year 9/10) not from Prep Schools (not sitting ISEB Pre-Test or Common Entrance)

Parents are advised to start the application process at least a year in advance of entry but no more than two years in advance.

All those who have registered will be invited to complete an exam form, to give the admissions department further details required for your application.

These requests are made by the Admissions department to the pupil's current school, immediately after the deadline for completion of the exam form has passed.

King's Entry Examination (KEE):

Once registered, pupils will be invited to attend the KEE day in the Autumn term of the year prior to entry. If overseas pupils are unable to attend the KEE day they may sit the examination at the nearest British Council Office or accredited Examination Centre. UK-based candidates must sit the examination at The King's School, Canterbury.

The total length of the examination is approximately 3 hours, allowing for short breaks between each section. The examination consists of online assessments and an English paper:

- Part 1 (Spatial) 30 minutes
- Part 2 (Verbal) 40 minutes
- Part 3 (Numerical) 40 minutes
- Part 4 (an English written paper consisting of a comprehension exercise and a creative writing task) 40 minutes
- Part 5 (a Mathematics written paper) 40 minutes

Applications for 16+ entry (Year 12)

Parents are advised to start the application process at least a year in advance of entry but no more than two years in advance.

All those who have registered will be invited to complete an exam form, to give the admissions department further details required for your application.

Each year, up to 90 pupils join the school in the Sixth Form. Registration is completed online: www.kings-school.co.uk/admissions/ Sixth Form entry registration is kept confidential until such time as a reference from an applicant's current school is required.

Confidential Report Requests

These requests are made by the Admissions department to the pupil's current school, immediately after the deadline for completion of the exam form has passed.

King's Entrance Examination (KEE)

Once registered, pupils will be invited to attend the KEE day in the Autumn term of the year prior to entry. If overseas pupils are unable to attend the KEE day they may sit the examination at the nearest British Council Office or accredited Examination Centre. UK-based candidates must sit the examination at The King's School, Canterbury.

The total length of the examination is approximately 3 hours. The examination will consist of the following objective tests (2 hours):

- Spatial
- Quantitative Reasoning
- Verbal
- Non-Verbal

There will also be a short General Paper (1 hour) typically consisting of some comprehension, free writing and logic problems.

We interview all candidates of as part of our assessment process either in person as part of the assessment day or online via Microsoft Teams.

The dates for the assessment process for the current year are published on our website, together with the dates that results are communicated to families. We will offer places to candidates from our waiting list as places become available.

Pupils applying for The King's Senior School from the Junior King's School (JKS) and The King's School International College

We warmly welcome pupils from Junior King's School and The King's School International College who wish to progress to King's Senior School as part of their planned academic pathway. However, admission is not automatic. Pupils are still required to sit the appropriate entrance assessments and must meet the entry criteria as outlined in the School's Admissions Procedure.

House Allocation

At The King's Senior School there are thirteen boarding houses and four-day houses. Pupils will be allocated to their house by the Admissions department, according to spaces available and demographics of each House. Families are welcome to give a preference of the house their child would like to go in, and this will be considered, but the final decision is made by the Admissions department.

The King's International College, Canterbury

Applications for 13+ entry (Year 9)

There are two options at 13+ entry, either a one year course preparing pupils for entry into Year 10 at another school, or a three year course preparing pupils for entry into Year 12 at another school. Applicants applying to the International College for Year 9 can also apply (at the same time) to study GCSEs in Year 10 and 11 at King's Senior School through a guaranteed pathway.

Applications for 14+ entry (Year 10 and Year 11)

Applicants can either apply for a two-year course for Years 10 and 11, or a one-year course (joining aged 15/16) to prepare for entry into Sixth Form.

Applicants applying to the International College for Year 11 can also apply (at the same time) for a guaranteed pathway to study A Levels at King's Senior School.

King's International College Entrance Examinations:

Applicants should have achieved English proficiency of A2 by the start of Year9, B1 by the start of Year 10 and B2 for Year 11.

Once registered, pupils will be invited to:

- sit online assessments in English/ Knowledge and Mathematics
- write a personal statement
- interview with the Assistant Head
- supply a recent school report
- supply a reference from the Head/ Principal of current school

Remote assessments for entry to any of the schools should be invigilated at either the applicant's current school, a British Council Office, a Solicitor's office or agent's office by prior approval. Follow receipt of a confirmed invigilator the assessment link will be supplied and the applicant will have 7 days to complete the assessments.

General (Part 2)

Offers to applicants

Offers of places are made based on the following:

The applicant's performance (as applicable to entry point) in entrance assessments, taster days, interviews, and a positive confidential references and reports from their current setting or school.

The applicant is of the appropriate age and sufficient maturity.

Having made reasonable adjustments, the school determines that it is able to cater for any special educational needs or disabilities the applicant may have.

The applicant's present school and all other information available to the school indicates satisfactory attitudes and conduct on the part of the parents and the applicant.

The conduct of applicant and parents is considered by the school to be, and to be likely to remain, consistent with its values, policies and rules. Parents will enter into a contract with the school on acceptance of a place and our assessment of likely levels of compliance with its terms forms part of our overall assessment.

Preference factors (subject to the selection criteria above) are that the applicant has special aptitudes or gifts. The school is looking for well-rounded and balanced pupils, and exceptional ability in sports, music, the arts or elsewhere may be taken into account as part of the Admissions process.

Outcomes and Timelines

Outcomes of applications to Junior King's and 13/14+ at The King's Senior School are typically communicated within two weeks of completion of the assessment process. Outcomes of applications to King's International College are ordinarily communicated within 48 hours of the completed assessment process.

Outcomes of the 16+ admissions process are made no earlier than 1 December of the academic year preceding entry, following the assessments and interviews held in November. If places are available following this main entry assessment individual sittings will apply and outcomes are typically communicated within two weeks of completion of the assessment process.

Successful 16+ applicants are generally expected to achieve at least seven (I)GCSEs at Grade B / Grade 6 or higher, with ideally Grade A / Grade 7 or above in the subjects they wish to pursue at A Level (or equivalent qualifications).

The Schools reserve the right to withdraw an offer on the basis of information disclosed in the reference or current school report.

Sponsorship of an Applicant

Please note for applicants requiring visa sponsorship, any academic conditions must be met before a Confirmation of Acceptance for Studies (CAS) can be issued. The CAS can only be assigned once an offer is unconditional, in accordance with UKVI regulations.

Acceptance of a Place

To confirm acceptance of a place all parents are required to pay an Acceptance Deposit as outline in the fee schedule on the school website. This deposit will be held in the general funds of the school until the pupil leaves and will be repaid, without interest, by means of a credit to the final invoice, unless stated otherwise in the School's Terms and Conditions.

Additional Deposit

Parents who do not hold UK residency are required to pay an Additional Deposit equivalent to one term's fees (inclusive of VAT). The exact amount will be confirmed in the offer of a place. This deposit will be retained by The King's School until the pupil leaves, and will be credited, without interest, against the final terms' fees, in accordance with the School's Terms and Conditions.

Siblings

We welcome siblings to join the school, but admission is not automatic, and all pupils must meet the entry criteria as outlined in the School's Admissions Procedure. There may be occasions where the school judges that a sibling is likely to thrive better in a different academic environment. A sibling discount scheme operates; details are available from the Bursar (bursar@kings-school.co.uk). There is no sibling preference policy.

Scholarships and Fee Assistance (The King's Senior School and Junior King's)

Scholarships are designed to reward excellence and to celebrate exceptional talent. In recognition of this achievement, a scholar is offered a 10% or 5% reduction in the fees throughout their time holding the Scholarship. Scholarships at Junior School do not carry forward to the Senior School and Scholars at the Junior School will be supported in applying for Scholarships at the Senior School.

In addition to any fee reduction awarded, music scholars are offered free tuition in musical instrument[s]. Dance Scholars are offered free lessons. Further recognition is extended to applicants who just missed out on a Scholarship or Exhibition through invitation to one of our development programmes to continue to support the child in developing their strength.

Applicants wishing to apply for a Senior School scholarship should do so by completing a Scholarship Application form available on the schools' website . Applicants wishing to apply for a Junior School website should contact the Junior School directly. Details of the arrangements will be sent to all who express an interest.

Parents of scholars wishing to applying for financial support in paying our fees are required to apply for bursary support alongside their scholarship application. Our Bursary Policy is available on the school's website.

Financial Information and Anti-Money Laundering (AML) Process

In line with UK regulatory requirements and The King's School's commitment to preventing financial crime, we conduct Anti-Money Laundering (AML) checks on all parents or fee payers, regardless of nationality or residence status. This is a mandatory part of the school's financial

due diligence and compliance procedures and helps ensure that all tuition fee payments are made from legitimate sources.

Once the Acceptance Deposit has been paid by the parent(s) or legal guardian(s), the school will initiate the AML process. This ensures that the source of funds used for the deposit and any additional payments complies with relevant financial regulations.

If school fees are to be paid by a third party (i.e. someone other than the parent or legal guardian), an AML check will also be carried out on that individual or organisation. This is to ensure that the payment is legitimate and in full compliance with UK AML legislation.

As part of the AML check, parents, legal guardians, or third-party payers will be required to provide documentation to verify the source of funds. This may include:

Recent bank statements or financial documents demonstrating the origin of funds

Valid identification documents for the third party making the payment

A completed AML declaration form (provided by the school at the appropriate stage)

Once the AML checks and document reviews are complete, the school will confirm that all requirements have been met. Only then can further payments—such as the Additional Deposit—be accepted. This process ensures that all financial transactions are transparent and compliant with regulatory standards.

If any concerns arise during the AML check, or if the required documentation is not provided, the school reserves the right to delay or refuse further payments or suspend acceptance of the pupil until all compliance requirements have been satisfactorily fulfilled.

By completing these checks, we ensure full adherence to UK legal requirements and helps protect both the schools and its families from the risks of financial crime.

Right to Study Check

The schools will request information on all prospective pupils' nationality and immigration status pre-admission. This information is obtained through our admissions process by way of specific questions about the pupil's nationality and immigration status in our registration and acceptance form. Where a student is identified as possibly being subject to immigration control, evidence of nationality and immigration status of parent(s) may be obtained where necessary.

We welcome overseas pupils to apply for a place at any of our schools provided they have the legal right to enter, live and study in the UK and they have an appointed guardian who meets the following criteria:

- a UK passport holder or with indefinite leave to remain
- is over the age of 25 years old
- does not have a criminal record, nor lives with anyone who has one
- the home must be suitable to cater for the child's needs and welfare and must not be a commercial premises.

Parents of overseas pupils should be aware that we do not run any short-term study programmes and that the school expects overseas pupils to finish a complete course of study such as Years 9-11, or Years 12 -13.

Nationals from outside the UK will be asked whether they require a student or child student visa sponsorship to study in the UK, and where this is not the case, their proof of right to remain will be requested and held on file.

Several documents including passport details will be required to support our sponsoring of a child's student or child student visa application.

The King's School holds a Child Student Visa Sponsor Licence. This licence allow the school to sponsor overseas pupils to study at the school. We take our responsibilities very seriously, our legal representatives Sable Education will act on behalf of the schools and will support you through the process of securing applying for a visa.

Fluency in English

In order to cope with the high academic and social demands to thrive at Junior King's and King's Senior School pupils must have an adequate level of English to successfully access the curriculum. The relevant level of English will be assessed at each entry point and for each school as part of their admissions process. Normally pupils should have been educated in the English medium for at least five years before coming to the school or speak the language fluently at home. A pupil presenting as academically strong but without the required English language level will be recommended our International College which focuses on improving language ensuring each pupil is able to reach their full potential.

Religious beliefs

The King's School welcomes applications from prospective pupils of all faiths and of no faith.

Although The King's School has religious roots the schools do not select for entry on the basis of religious belief, and offer the opportunity for pupils of different religions to practise their faiths.

Parents should be aware that there is compulsory Saturday morning School and that all pupils are expected to attend. Additionally, boarding pupils are expected to attend Evensong or Matins in the Cathedral on Sundays.

School's Terms & Conditions

These are available to view on the school's website and will be made available to parents as part of the admissions process.

Data Records

Applicants' details will be held on file with due regard to data protection legislation. Please see the School's Privacy Notice for further information about how the schools collects, uses and processes personal data.

The schools will not hold the personal data of you or your child for longer than is necessary for a lawful purpose and in accordance with our Protection of Personal Data- Privacy Policy. This will generally be e.g. no more than 6 months following an unsuccessful application, but reasons to retain personal data for longer might include: e.g. if the parents express an interest in the candidate re-applying for any reason at a later date; or to deal with any ongoing matters or queries arising from the application.

Complaints

The School's Complaints Procedure is available to parents upon request.

Final Statement

Our schools are committed to ensuring that admissions processes are fair, transparent, and consistent with the schools' values and legal responsibilities. We aim to support every family with clear information and respectful communication at every stage of a process. Should you have any questions about this policy or the admissions procedures, please contact the relevant Admissions Office.