



Royal Alexandra and Albert School

Admissions Arrangements 2027-2028

Admissions Policy Supplementary Forms

Applies to	All Prospective and Current Students
Committee Responsible	Admissions Committee
Governing Body approval required	Yes
Accountable Executive	Director of Admissions & Marketing
Status & Review Cycle	Statutory/ Annual
Last Approval	24 February 2026
Next Approval	February 2027

ROYAL ALEXANDRA AND ALBERT SCHOOL
Admissions Policy
For admissions in the school year 2027-28

1. INTRODUCTION

The School has always been a boarding school, and Governors are resolved to preserve this and are keen to promote the benefits of boarding education.

Full boarders live and sleep at the School during term time though they may go home after Saturday school until Sunday evening. Flexi Boarders stay at the School for an extended day and are required to sleep at School for between seven and ten nights each year. There is no entitlement for Flexi Boarders to stay more than 10 nights per year, but if it is agreed that they can stay for additional nights, an additional charge will be made.

For applicants from outside the UK: As a maintained school the Royal Alexandra and Albert School can admit UK and Irish nationals. Other applicants must have the right of residence in the UK.

1.1 Admission Numbers

The Admission Numbers for each category for each year of entry shall be as follows:

Year of Entry	Boarders	Day Pupils
3	30	0
5	30	0
7	90	0
Year of Entry	Boarders	Non Boarders
12	25	25

1.2 Year 3

This is the entry year for the Junior School. The School has a boarding house especially for Junior pupils and it may admit up to 30 Flexi Boarders in Year 3. Section 2 explains Full and Flexi Boarding.

1.3 Year 5

The Junior School has an additional form in Year 5. The School may admit up to 10 Full Boarders who sleep at the School during term time. The number of Flexi Boarders is limited to 20. Section 2 explains Full and Flexi Boarding.

1.4 Year 7

This is the principal entry year for the Senior School. The School may admit up to 90 boarders in Year 7. They may admit up to 15 Full Boarders who sleep at the School during term time. The number of Flexi Boarders is limited to 75. Section 2 explains Full and Flexi Boarding.

1.5 Year 12

The School normally expects to admit its own Year 11 pupils. The Admission Number for external applicants is above and applications should be made directly to the School using the Sixth Form Application Form. Applications should be received by the Closing Date which is available on the website. If the number of internal applicants is lower than anticipated, we might be able to admit additional students to the Sixth Form.

The academic entry requirements for admittance into the Sixth Form are:

1. A minimum of five GCSE grades 4-9. Students who do not secure a minimum of Grade 4 in either GCSE English or Maths should retake the relevant subject(s) alongside their chosen Sixth Form courses.
2. The minimum grade requirement for each subject that the student wishes to study as outlined in the Sixth Form Course Booklet. If you do not meet entry criteria for chosen subjects, grades permitting, an alternative pathway may be found.

The Sixth Form team will use ENIC, the official provider of international qualification comparability in the UK, to establish equivalent grades for students with qualifications other than GCSEs. In addition, pupils with qualifications other than GCSEs will need an IELTS score of 4.

2. BOARDING PLACES

The majority of places available are boarding places in that the School provides pupils with overnight board and lodging.

There are different categories of boarders: Full Boarders and Flexi Boarders although the admissions procedure is the same for all categories except Year 3, Year 5 and Year 7 Flexi Boarders.

2.1 Full Boarders

Full Boarders reside at the School each and every day and night of each term, except over half-term. However, Full Boarders are permitted to return home on weekends after Saturday morning enrichment has concluded.

2.2 Flexi Boarders

Flexi Boarders do everything that Full Boarders do except routinely stay overnight; their arrangement is more flexible to suit them, and their families' needs. They are required to stay overnight between seven and ten nights a year.

3. ADMISSIONS PROCEDURE

3.1 Suitability for Boarding

In accordance with Para 1.43 of the School Admissions Code December 2021 the assessment of suitability for boarding is totally separate from the oversubscription criteria and will be undertaken prior to the Governors applying the oversubscription criteria.

In order to determine the suitability of an applicant to board the School will have regard to

- a) the outcome of an interview with the applicant carried out for that sole purpose
- b) information provided by the applicant's current school or – if he or she is currently out of school – previous school requested and provided for the same purpose
- c) information provided by the home local authority on safeguarding issues
- d) whether the applicant presents a serious health and safety hazard
- e) whether the applicant would cope with and benefit from a boarding environment

In pursuance of their duty to safeguard and promote the welfare of all boarders under section 87 of the Children Act 1989, the Governors will not admit any child to the School as a boarder unless he/she has satisfied the School that he/she is suitable to board.

3.1.1 *Timeline for assessing suitability for boarding*

3.1.1.1 Full Boarders

On receipt of the application a boarding reference will be requested from the current school. The interview will be held as soon as possible after receipt of the reference. If there are no places available, the interview will be deferred until a school place is likely to be available.

3.1.1.2 Flexi Boarders

On receipt of the application the applicant will be invited to attend an interview. Where there are concerns about suitability for flexi boarding, a reference will be requested from the current school. Interviews for on time Year 7 applications will be held in the preceding November, and interviews for on time Year 3 and Year 5 applications will be held in the preceding January. Interviews for late applications and applications for other year groups will be held as soon as possible after the application provided there is likely to be a place available. If there are no places available, the interview will be deferred until a school place is likely to be available.

3.2. Over subscription Year 3-11

In the case of over subscription the following criteria will apply for applications for Year 3 to Year 11:

3.2.1 Full Boarders

Any child who has an Education, Health and Care Plan (EHCP) which names this School to meet their needs will be allocated a place first and after that, places will be allocated in the priority order specified below. First priority will be given to applicants who:

- are in the care of a local authority or provided with accommodation by a local authority in accordance with Section 22 of the Children Act 1989, e.g. fostered or living in a children's home, at the time an application for a school is made or;
- have previously been in the care of a local authority or provided with accommodation by a local authority in accordance with Section 22 of the Children Act 1989 and who have left that care through adoption, a child arrangement order (in accordance with Section 8 of the Children Act 1989 and as amended by the Children and Family Act 2014) or special guardianship order (in accordance with Section 14A of the Children Act 1989) or;
- appear (to the admission authority) to have been in state care outside of England and ceased to be in state care as a result of being adopted. A child will be regarded as having been in state care outside of England if they were accommodated by a public authority, a religious organisation or any other provider of care whose sole purpose is to benefit society. The parent/carer will need to provide evidence to demonstrate that the child was in state care outside of England and left that care as a result of being adopted.

Pursuant to their responsibilities under the Children Act 1989, the Governors will not admit candidates who cannot satisfy them that they are suitable for boarding whether or not they are looked after by a local authority or were previously looked after by a local authority or other kinds of state care.

Second priority will be given to applicants whose parents are entitled to receive the Continuity of Education Allowance (CEA).

Third priority will be given to applicants with a boarding need due to difficult home circumstances. This may include children at risk or with an unstable home environment or children who meet the School's Foundation bursary criteria.

Fourth priority will be given to applicants who have a sibling who is expected to be on roll as a full boarder at the School, including in the Sixth Form, at the time of admission. Sibling refers to brother or sister, half brother or sister, adopted brother or sister, step brother or sister, foster brother or sister, or the child of the parent/carer's partner where the child for whom the School place is sought is living in the same family unit at the same address as that sibling.

Fifth priority will be given to applicants where the parent with whom the child normally resides works at the School. The parent must have been employed at the School for two or more years at the time at which the application is made, and/or have been recruited to fill a vacant post for which there is a demonstrable skill shortage. For normal round admissions the date that will be used to assess the length of time that a member of staff has been employed will be the closing date for applications. Term dates, and the lesson timetable (which includes Saturday morning lessons) at this School are significantly different from those of other local schools and there is an obvious inconvenience for those who work at the School but whose children are at other local schools.

Sixth priority will be given to applicants with a boarding need. This may include children whose parents' work pattern compromises their effective care outside the normal school day.

Seventh priority will be given to all other applicants for places as boarders.

3.2.2 Flexi Boarders

Any child who has an Education, Health and Care Plan (EHCP) which names this School to meet their needs will be allocated a place first and after that, places will be allocated in the priority order specified below.

First priority will be given to applicants who:

- are in the care of a local authority or provided with accommodation by a local authority in accordance with Section 22 of the Children Act 1989, e.g. fostered or living in a children's home, at the time an application for a school is made or;
- have previously been in the care of a local authority or provided with accommodation by a local authority in accordance with Section 22 of the Children Act 1989 and who have left that care through adoption, a child arrangement order (in accordance with Section 8 of the Children Act 1989 and as amended by the Children and Family Act 2014) or special guardianship order (in accordance with Section 14A of the Children Act 1989) or;
- appear (to the admission authority) to have been in state care outside of England and ceased to be in state care as a result of being adopted. A child will be regarded as having been in state care outside of England if they were accommodated by a public authority, a religious organisation or any other provider of care whose sole purpose is to benefit society. The parent/carer will need to provide evidence to demonstrate that the child was in state care outside of England and left that care as a result of being adopted.

Pursuant to their responsibilities under the Children Act 1989, the Governors will not admit candidates who cannot satisfy them that they are suitable for boarding whether or not they are looked after by a local authority or were previously looked after by a local authority or other kinds of state care.

Second priority will be given to applicants whose parents are entitled to receive the Continuity of Education Allowance (CEA).

Third priority will be given to applicants with a flexi boarding need due to difficult home circumstances i.e. the need for the extended day or occasional boarding. This may include children at risk or with an unstable home environment or children who meet the School's Foundation bursary criteria.

Fourth priority will be given to applicants who have a sibling who is expected to be on roll as a flexi boarder, or non boarder at the School, including in the Sixth Form, at the time of admission. Sibling refers to brother or sister, half brother or sister, adopted brother or sister, step brother or sister, foster brother or sister, or the child of the parent/carer's partner where the child for whom the School place is sought is living in the same family unit at the same address as that sibling.

Fifth priority will be given to applicants where the parent with whom the child normally resides works at the School. The parent must have been employed at the School for two or more years at the time at which the application is made, and/or have been recruited to fill a vacant post for which there is a demonstrable skill shortage. For normal round admissions the date that will be used to assess the length of time that a member of staff has been employed will be the closing date for applications. Term dates, and the lesson timetable (which includes Saturday morning lessons) at this School are significantly different from those of other local schools and there is an obvious inconvenience for those who work at the School but whose children are at other local schools.

Sixth priority will be given to applicants with a flexi boarding need i.e. the need for the extended day or occasional boarding. This may include children whose parents' work pattern compromises their effective care outside the normal school day.

Seventh priority will be given to all other applicants for places as flexi boarders.

Families applying for Third Priority or Sixth Priority must submit their Higher Priority Application Form and supporting evidence by the respective deadlines: 31st October for Year 7, and 15th January for Year 3 or Year 5. Only applications with supporting evidence submitted on time will be considered for a higher priority ranking. Late Higher Priority applications will not be considered in the initial allocation round of places for the relevant year

group but will be assessed and applied to the waiting list following the initial offer date.

3.2.3 Tie breaker

Within any oversubscription category priority will be given to pupils based on proximity from the main home address of the pupil in a straight line to the main gate of the School (as shown on the Surrey Local Authority website), with the nearest receiving preference. In the case of a tie or where there are two or more residences sharing the same address or the same “main entrance”, lots will be drawn by an independent person with the result being witnessed and recorded.

“Main home address” is defined as where the child normally spends the majority of weekday nights during term time in the direct care of a parent. In the case of shared custody it will be up to the parents to agree which address to use. For normal round admissions the address that will be used to assess proximity will be the one that applied at the closing date for applications, unless a change of address for good reason has been accepted by the Home Local Authority.

3.3. Over subscription criteria for external applicants to Year 12

In the case of over subscription the following criteria will apply for external applications to Year 12:

3.3.1 Full Boarders

First priority will be given to applicants who:

- are in the care of a local authority or provided with accommodation by a local authority in accordance with Section 22 of the Children Act 1989, e.g. fostered or living in a children’s home, at the time an application for a school is made or;
- have previously been in the care of a local authority or provided with accommodation by a local authority in accordance with Section 22 of the Children Act 1989 and who have left that care through adoption, a child arrangement order (in accordance with Section 8 of the Children Act 1989 and as amended by the Children and Family Act 2014) or special guardianship order (in accordance with Section 14A of the Children Act 1989) or;
- appear (to the admission authority) to have been in state care outside of England and ceased to be in state care as a result of being adopted. A child will be regarded as having been in state care outside of England if they were accommodated by a public authority, a religious organisation or any other provider of care whose sole purpose is to benefit society. The parent/carer will need to provide evidence to demonstrate that the child was in state care outside of England and left that care as a result of being adopted.

Pursuant to their responsibilities under the Children Act 1989, the Governors will not admit candidates who cannot satisfy them that they are suitable for boarding whether or not they are looked after by a local authority or were previously looked after by a local authority or other kinds of state care.

Second priority will be given to applicants whose parents are entitled to receive the Continuity of Education Allowance (CEA).

Third priority will be given to applicants with a boarding need due to difficult home circumstances. This may include children at risk or with an unstable home environment or children who meet the School’s Foundation bursary criteria.

Fourth priority will be given to applicants who have a sibling who is expected to be on roll as a full boarder at the School, including in the Sixth Form, at the time of admission. Sibling refers to brother or sister, half brother or sister, adopted brother or sister, step brother or sister, foster brother or sister, or the child of the parent/carer’s partner where the child for whom the School place is sought is living in the same family unit at the same address as that sibling.

Fifth priority will be given to applicants where the parent with whom the child normally resides works at the School. The parent must have been employed at the School for two or more years at the time at which the application is made, and/or have been recruited to fill a vacant post for which there is a demonstrable skill shortage. For normal round admissions the date that will be used to assess the length of time that a member of staff has been employed will be the closing date for applications. Term dates, and the lesson timetable (which includes Saturday morning lessons) at this School are significantly different from those of other local schools and there is an obvious inconvenience for those who work at the School but whose children are at other local schools.

Sixth priority will be given to applicants with a boarding need. This may include children whose parents' work pattern compromises their effective care outside the normal school day.

Seventh Priority will be given to all other applicants.

Families applying for Third Priority or Sixth Priority must submit their Higher Priority Application Form and supporting evidence by the respective deadlines: 31st October for Year 7 and 15th January for Year 3 or Year 5. Only applications with supporting evidence submitted on time will be considered for a higher priority ranking. Late Higher Priority applications will not be considered in the initial allocation round of places for the relevant year group but will be assessed and applied to the waiting list following the initial offer date.

3.3.2 Sixth Form Non Boarders

First priority will be given to applicants who:

- are in the care of a local authority or provided with accommodation by a local authority in accordance with Section 22 of the Children Act 1989, e.g. fostered or living in a children's home, at the time an application for a school is made or;
- have previously been in the care of a local authority or provided with accommodation by a local authority in accordance with Section 22 of the Children Act 1989 and who have left that care through adoption, a child arrangement order (in accordance with Section 8 of the Children Act 1989 and as amended by the Children and Family Act 2014) or special guardianship order (in accordance with Section 14A of the Children Act 1989) or;
- appear (to the admission authority) to have been in state care outside of England and ceased to be in state care as a result of being adopted. A child will be regarded as having been in state care outside of England if they were accommodated by a public authority, a religious organisation or any other provider of care whose sole purpose is to benefit society. The parent/carer will need to provide evidence to demonstrate that the child was in state care outside of England and left that care as a result of being adopted.

Pursuant to their responsibilities under the Children Act 1989, the Governors will not admit candidates who cannot satisfy them that they are suitable for boarding whether or not they are looked after by a local authority or were previously looked after by a local authority or other kinds of state care.

Second priority will be given to applicants who have a sibling who is expected to be on roll as a flexi boarder, or non boarder at the School, including in the Sixth Form, at the time of admission. Sibling refers to brother or sister, half brother or sister, adopted brother or sister, step brother or sister, foster brother or sister, or the child of the parent/carer's partner where the child for whom the School place is sought is living in the same family unit at the same address as that sibling.

Third priority will be given to applicants where the parent with whom the child normally resides works at the School. The parent must have been employed at the School for two or more years at the time at which the application is made, and/or have been recruited to fill a vacant post for which there is a demonstrable skill shortage. For normal round admissions the date that will be used to assess the length of time that a member of staff has been employed will be the closing date for applications. Term dates, and the lesson timetable (which includes Saturday morning lessons) at this School are significantly different from those of other local schools and there is an obvious inconvenience for those who work at the School but whose children are at other local schools.

Fourth Priority will be given to all other applicants.

3.3.3 Sixth Form tie breaker

Within any oversubscription category priority will be given to pupils based on proximity from the main home address of the pupil in a straight line to the main gate of the School (as shown on the Surrey Local Authority website), with the nearest receiving preference. In the case of a tie or where there are two or more residences sharing the same address or the same "main entrance", lots will be drawn by an independent person with the result being witnessed and recorded.

"Main home address" is defined as where the child normally spends the majority of weekday nights during term time in the direct care of a parent. In the case of shared custody it will be up to the parents to agree which address to use. For normal round admissions the address that will be used to assess proximity will be the one that

applied at the closing date for applications, unless a change of address for good reason has been accepted by the School.

4. WAITING LIST PROCEDURES

The School maintains a waiting list for each year group for full boarding, flexi boarding and Sixth Form non-boarding places that may become vacant.

Parents of candidates who are unsuccessful in obtaining a place should indicate whether they wish to remain on a waiting list. Waiting lists are maintained for one term after the September of the year in which admission was originally sought. For example, unsuccessful candidates for admission in September 2026 would remain on a waiting list until January 2027, unless they indicate in writing that they wish to remain upon the waiting list for longer. The length of time on the waiting list is immaterial to whether or not a place is finally awarded.

Candidates on the waiting list will be considered along with any new applicants at the point when any vacancy arises. An applicant's position on the waiting list will be updated according to eligibility on the date in question. The place will be awarded according to the stated oversubscription criteria. Candidates judged to be unsuitable for boarding will not be kept on a waiting list. They may, however, reapply and be reassessed for each year of entry.

5. MULTIPLE BIRTHS

In the case of multiple births, where children are ranked consecutively in their order of priority for a place and there are not sufficient vacancies remaining for each of them, wherever it is logistically possible, each child will be offered a place. Where it is not logistically possible to offer each child a place the child(ren) to be offered the last remaining place(s) will be determined by each child's position on the ranked list. The logistics that will be taken into account are the availability of boarding beds and the capacity in the classroom.

6. 'OUT OF YEAR' APPLICATIONS

Applicants may choose to seek places outside of their child's chronological year group and this should be requested at the time of application. Decisions will be made on the basis of the circumstances of each case and what is in the best interests of the child concerned. Applicants are encouraged to state clearly why they feel admission to a different year group is in the child's best interest and provide evidence to support this.

7. TIMELINE

7.1 Year 3-11

7.1.1 Flexi Boarding

Applications for Year 3, Year 5 and Year 7 that are received before the deadline (as stated on the School website) will be processed according to Surrey Local Authority's application timelines. Applications received after that date will be treated as late applications and will not be considered in the initial allocation round of places for the relevant year group. Applications for other year groups will be processed as quickly as possible.

7.1.2 Full Boarding

Applications for Year 3, Year 5 and Year 7 that are received before the deadline (as stated on the School website) will be processed according to Surrey Local Authority's application timelines. Applications received after that date will be processed as quickly as possible. Applications for other year groups will be processed as quickly as possible.

7.2 Year 12

On receipt of an application an academic reference, and boarding reference where applicable, will be requested from the current school. Once these have been received the candidate will be invited for an interview. Offers for on time applications will be made in the January before the September the applicant is due to start. Offers for late applications will be made as quickly as possible after the interview.

Applications for Year 12 that are received after the Closing Date will be processed after on time applications, but will be considered against the same criteria.

8. ADMISSIONS YEAR

These admissions criteria apply to all admissions in the year 2027/28.

ROYAL
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& ALBERT
SCHOOL



Supplementary Information Forms for Admissions 2027-2028

BOARDING & FLEXI BOARDING APPLICATION FORM

Pupil details			
Intended start date:		Current Year Group:	
Surname on birth certificate		Forename(s) on birth certificate	
Preferred/known as Surname <i>(If different from above please provide all documents relating to name changes)</i>		Preferred/known as Forename <i>(If different from above please provide all documents relating to name changes)</i>	
Date of Birth		Gender	<input type="checkbox"/> Boy <input type="checkbox"/> Girl
Have you checked that your child is entitled to state education in the UK?	<input type="checkbox"/> Yes <input type="checkbox"/> No <i>You are advised to confirm your child's entitlement to state education on the gov.uk website. Please note that as a state boarding school we are unable to sponsor student visas.</i>		
Does your child have an Education, Health and Care Plan (EHCP)?	<input type="checkbox"/> Yes <input type="checkbox"/> No	Is your child in the process of being assessed for an Education, Health and Care Plan (EHCP)?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Student's Home Address	Postcode		
Parent/Guardian details			

Title	Mr/Mrs/Ms/Other_____		
Name of parent making the application			
Relationship to pupil		Parental responsibility?	Yes <input type="checkbox"/> No <input type="checkbox"/>
Parent's Home Address	Postcode		
Parent/Guardian email			
Parent Mobile Number		Parent Home Telephone Number	

It is quite likely that none of the questions below will apply to your child, but if any do, please complete the appropriate sections. If this section is not completed, we will assume that your answers to these questions are No. Please indicate if you are applying under the 4 categories outlined below.

<p>1. Is the applicant Looked After by a local authority in England and Wales in accordance with Section 22 of the Children Act 1989 (a)?</p> <p>Yes <input type="checkbox"/></p>
<p>2. Was the child looked after previously?</p> <p>Yes <input type="checkbox"/></p> <p>Please attach supporting documents confirming the child was or is Looked After.</p>
<p>3. Are the parents entitled to receive the Continuity of Education Allowance (CEA)?</p> <p>Yes <input type="checkbox"/></p> <p>Please give details:</p>
<p>4. Does the applicant have a need for boarding? This may include children at risk or with an unstable home environment, children who meet the School's Foundation bursary criteria and children whose parents' work pattern compromises their effective care outside the normal school day.</p> <p>Yes <input type="checkbox"/></p> <p>Please give details:</p>
<p>5. Does the applicant have a need for boarding? This may include children at risk or with an unstable home environment, children who meet the School's Foundation bursary criteria and children whose parents' work pattern compromises their effective care outside the normal school day.</p> <p>Yes <input type="checkbox"/></p> <p>Please give details:</p>

If **Yes** to any of the above questions, please provide full details with supporting documentation **with this application**. The eligibility on these grounds will be assessed on the information supplied.

6. Is there a sibling currently attending the school?

Yes

If **Yes**: Name of Sibling and Year Group:

Present school details (we need to contact the school for a reference as to suitability for Boarding)

School Name:

Date started:

Address:

Email: Tel No:

Suitability For Boarding

The Governors must be satisfied that any candidate offered a boarding place at the Royal Alexandra and Albert School is suitable to board. It is not in the interests of any candidate to be admitted as a boarder or flexi boarder if he/she is unsuitable for any reason. In extreme cases unsuitable candidates could pose a risk to themselves or other boarders. The information that you provide below will be an important part of the process for assessing suitability for boarding. Please complete this section as accurately as possible.

Has your child stayed away from home e.g. school residential, camp? What was your child's overall emotional reaction to the stay? Please briefly describe what they enjoyed, as well as any challenges they faced and how they coped with them.

Have you discussed this boarding / flexi boarding application with your child? How do they feel about boarding / flexi boarding? Please note that your child should have an understanding of what boarding / flexi boarding is, and they will be asked about this during their suitability interview.

Does your child have any difficulty relating to others, including children who are older or younger than them? How does your child respond to disagreement, conflict, or different social pressures within a group setting?

Has your child ever exhibited challenging or disruptive behaviour that required intervention from an adult, such as a parent or teacher? For example, verbal outbursts, aggression, fighting, persistent defiance, or emotional dysregulation.

If **Yes**: Please describe the nature, frequency, and context of the behaviour, and detail the management strategies that have proven most effective.

If **No**: Please describe your child's usual temperament in a few words.

<p>Has your child ever received any sanctions, suspensions, exclusions, been found unsuitable for boarding, had their boarding place withdrawn, been asked to leave a school, or there is currently ongoing disciplinary monitoring at their current or previous schools?</p> <p>If Yes, please provide when the incident(s) took place, the nature of the incident(s), and the specific sanction(s) applied.</p>	
<p>Has your child been referred to, assessed by, or treated by a professional for any emotional or mental health concerns or needs? For example, a GP, school counselor, CAMHS or private therapist.</p> <p>If Yes, what was the nature of the concern (e.g. anxiety, low mood, sleep issues, grief)?</p>	
<p>Has your child had any traumatising or difficult experiences? Examples of such experiences could include witnessing a distressing event, significant change in family dynamics (adoption, divorce, separation, parent illness), bereavement, and/or serious personal accident or illness.</p>	
<p>Does your child have any physical or mental health needs, chronic conditions, physical disabilities, or special educational needs (SEN)? This includes, but is not limited to, Type 1 Diabetes, severe allergies, epilepsy, self-harming behaviours, eating disorders, anxiety, depression, or neurodevelopmental differences such as ADHD and ASD.</p> <p>Please provide comprehensive details of any diagnosed or currently investigated conditions your child may have, as this information is essential for the school to determine and assess the necessary adjustments to the boarding accommodation, routine, or practice which may be required.</p>	
<p>The information given is correct, complete, and true to the best of my knowledge. I recognise that the school has a Duty of Care to my child and to other children at the school. With this Duty of Care in mind, I confirm I have provided all relevant information to enable the school to make an informed suitability for boarding assessment and decision in response to this application. I acknowledge and understand that providing misleading information or withholding details relevant to boarding suitability may result in the withdrawal of my child's offer or place at the school.</p>	
<p>Print Name</p>	<p>Date</p>
<p>Parent Signature</p>	



SIXTH FORM APPLICATION FORM

For entry September 2027

Please complete this form yourself – please do not ask anyone else to do it for you.

Personal details		
I am applying for: Full Boarding <input type="checkbox"/> Non-Boarding <input type="checkbox"/>		
Surname on birth certificate	Forename(s) on birth certificate	
Preferred / known as surname <i>(If different from above please provide all documents relating to name changes)</i>	Preferred / known as forename(s)	
Date of birth	Male <input type="checkbox"/> Female <input type="checkbox"/>	
Address	Home tel	Student's mobile
Postcode	Email	
<p>Have you checked that you are entitled to state education in the UK? Yes <input type="checkbox"/> No <input type="checkbox"/></p> <p>Do you have an Education, Health and Care Plan (EHCP)? Yes <input type="checkbox"/> No <input type="checkbox"/></p> <p>Are you in the process of being assessed for an Education, Health and Care Plan (EHCP)? Yes <input type="checkbox"/> No <input type="checkbox"/></p>		
<p>Are your parents entitled to receive the Continuity of Education Allowance (CEA)? Yes <input type="checkbox"/></p> <p>Please give details :</p> <p>Do you have a parent who works for the Royal Alexandra & Albert School? Yes <input type="checkbox"/> No <input type="checkbox"/></p> <p>Please give parent's name:</p>		

Parent details

Full name	Mobile tel:
	Home tel:
	Email:
Address (if different from above)	
Postcode	
Current school	
School name	School address
	Postcode
Dates attended this school <i>From :To:</i>	School Email

Sixth form subjects

Which courses do you want to take in Year 12?

1.	
2.	
3.	
4.	

Suitability for the Boarding Environment

The Governors must be satisfied that any candidate offered a boarding place at the Royal Alexandra and Albert School is suitable to board. The information provided below will be an important part of the process for assessing suitability for boarding and assessing whether the School can meet the applicant's needs in boarding. Applicants with a disability, medical need, or difficult past experience(s) which may impact their time in boarding, or require adjustment to the boarding accommodation, routine and/or practice, are asked to share this information to support the Sixth Form team to better understand the applicant's needs. Please complete this section as accurately as possible.

<p>Have you ever stayed away from home without your parents or guardians? (For example, at a school trip, residential camp, or a sleepover at a friend's house?) How did you feel overall during that time away?</p>	
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<p>Have you talked with your family about coming to our school as a boarder? How do you feel about the idea of boarding?</p>	
<p>Do you find it easy or difficult to make friends and get along with others? This includes students who are older or younger than you.</p>	
<p>Have you ever had a time at school or at home where you got so upset or angry that a teacher or parent had to step in to help you calm down or manage the situation? This might include shouting, getting aggressive, or finding it hard to listen to rules or instructions. Please give details of this.</p>	
<p>In your current or previous schools, have you ever received any sanctions, suspensions, exclusions, been asked to leave a school, been found unsuitable for boarding, had your boarding place withdrawn, or your behaviour is currently being monitored? If Yes, please provide when the incident(s) took place, the nature of the incident(s), and the specific sanction(s) applied.</p>	
<p>Have you ever received support or been referred to a professional for emotional, behavioral, or mental health needs? For example, a doctor, school counselor, or therapist.</p>	
<p>Have you had any difficult or traumatising experiences in your life? For example, witnessed a distressing event, experienced a big change in your family, or had/have a serious accident or illness.</p>	
<p>Do you have any ongoing physical or mental health needs, allergies, or ways that you learn differently that the school should know about? This includes, but is not limited to, Type 1 Diabetes, severe allergies, epilepsy, self-harming behaviours, eating disorders, anxiety, depression, or neurodevelopmental differences such as ADHD and ASD.</p> <p>Please provide comprehensive details of any diagnosed or currently investigated conditions you may have, as this information is essential for the school to determine and assess the necessary adjustments to the boarding accommodation, routine, or practice which may be required.</p>	
<p>The information given is correct, complete, and true to the best of my knowledge. I recognise that the school has a Duty of Care for me and for other students at the school. With this Duty of Care in mind, I confirm I have provided all relevant information to enable the school to make an informed suitability for boarding assessment and decision in response to this application. I acknowledge and understand that providing misleading information or withholding details relevant to boarding suitability may result in the withdrawal of my offer or place at the school.</p>	
<p>Student Name</p>	<p>Date</p>
<p>Student Signature</p>	

**Once completed, please return to;
Sixth Form Admissions, Royal Alexandra and Albert School, Reigate, Surrey, RH2 0TD**

APPLYING FOR THE SIXTH FORM

The Royal Alexandra and Albert School Sixth Form welcomes all young people who meet the Sixth Form requirements*. Students and their parents/carers who are considering our Sixth Form are warmly invited to visit the school on our Open Evening in September 2026. All students who are currently on roll at the Royal Alexandra and Albert School in Year 11 are automatically offered places in Year 12 if they achieve the requirements for the Sixth Form.

All applicants for admission in September 2027, including applicants from the Royal Alexandra and Albert School, must apply by 13th November 2026.

Application process for entry:

May/June	Year 10 Post-16 Consultation (for students who are already at the school)
September / October	Sixth Form Open Evening - Presentation to students and parents - Departments represented to explain courses - Prospectus and course booklets - Provisional option pattern issued
13 th November	Deadline for applying to the Sixth Form
From late November	Information and Guidance Meetings based upon submitted application
September 2027	Induction Days

Late applications

Applicants who fulfil the Sixth Form requirements and whose applications are received after the deadline of **13th November 2026** will be treated as lower priority than those applications received on time.

Offers of places

All applicants who meet the Sixth Form entry requirements will be offered the opportunity for a consultation with a senior member of staff at the Royal Alexandra and Albert School.

Following these discussions, successful applicants will be sent provisional offers of places for the agreed courses, subject to places being available.

Any applicants to whom we cannot offer a place will be notified in February.

If you withdraw your application for any reason, or wish to decline an offer of a place at the Royal Alexandra and Albert School Sixth Form, you must inform the Head of Sixth Form immediately in writing.

**Further details about Sixth Form entry requirements are available on the school website: www.raa-school.co.uk*