



KING'S COLLEGE SCHOOL
ALICANTE

King's Group

Policy

Admissions

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Introduction

Throughout the admissions procedure King's College policy is to ensure the best interests of the pupil educationally. To this end:

- All new pupils must undergo a selection process which varies according to their age (see information below on the different sections within the school).
- The selection process is to be carried out with the full knowledge and participation of the Heads of the appropriate Schools.
- Following this selection process, admission to the school requires the approval of the Executive Headteacher.
- Once an application is in process King's College may contact the child's current school for a confidential reference.
- The school reserves the right to refuse admission to candidates who it considers will not benefit from the educational programme offered by King's College. The Executive Headteacher's decision is final and justification of the decision not to admit will not always be provided.
- When allocating places priority is given to:
 - 1) academic performance and potential;
 - 2) pupil's ability to offer excellence within a particular facet of the school's extra-curricular programme;
 - 3) pupils with brothers or sisters in the school;
 - 4) children with one or both English speaking parent;
 - 5) children from families who are relocating to Spain;
 - 6) children of former King's College pupils;
 - 7) pupils from our feeder schools (for PreNursery/Nursery entries).

Children's admission to the school is subject to the selection process for the appropriate age group and the availability of places in the appropriate year group. This process is supported by a more detailed [procedure](#) that specifies the stages to be followed by staff.

Admissions Procedures

Early Years Foundation Stage (Nursery to Reception)

Entrance to the EYFS Department requires a visit with the parents and the child and a member of the Lower School Senior Leadership Team. This initial meeting can be held at one of our Stay & Play sessions where parents and child can meet and greet the academic staff and Senior Leadership Teams. Where this is not possible or where appropriate, reports from previous schools or Nursery should be presented.

Pupils with no prior knowledge of English can be accepted into Pre/Nursery and Reception classes and initially are not required to have any extra language support.

Lower School (Years 1 and 2)

Entrance to Key Stage 1 requires an assessment in English and Mathematics based on the English National Curriculum for the corresponding level of entry. Copies of school reports for the previous year must be also presented. During the evaluation, children will spend time in a classroom, with the prospective teacher and class so the teacher can also assess and give feedback to the Senior Leader how the child interacts and behaves within a classroom environment. This will help develop a clearer and more holistic picture of the child. It also gives the child an opportunity to meet other students, the class teacher and experience a typical lesson here at KCA.

Pupils for Years 1 and 2 with limited knowledge of English can only be accepted if agreed provision is made for an Intensive English programme. The duration of the Intensive English course will be decided by the school. Pupils are not required to have previous knowledge of Spanish.

An interview with a member of the Primary's Senior Leadership team is required.

All pupils are required to follow a programme of Validation Studies (Spanish Language, Valencian and Spanish Culture) as set out by the Spanish Ministry of Education.

Lower School (Years 3 to 4)

Entrance to the Secondary School requires pupils to sit GL's CAT4 Assessment that provides information on verbal, nonverbal, quantitative and spatial reasoning. A written assessment of a child's ability in English is also required. Copies of school reports for the previous two years must also be presented.

An interview with a member of the Lower School Senior Leadership team is required.

Pupils with limited knowledge of English (according to the expectations for each year group to access the English National Curriculum) must agree to a programme of Intensive English as recommended by the school. The duration of the Intensive English course will be decided by the school.

All pupils are required to follow a programme of Validation Studies (Spanish Language, Valencian and Spanish Culture) set out by the Spanish Ministry of Education.

New pupils are not required to have any previous knowledge of Spanish. Pupils joining the school with a low level or no prior knowledge of the language may join Spanish as a Second Language and will receive special Spanish classes in small groups.

Middle School (Years 5 to 8)

Entrance to Middle School requires pupils to sit GL's CAT4 Assessment that provides information on verbal, nonverbal, quantitative and spatial reasoning test Copies of school reports for the previous two years must also be presented.

An interview with a member of the Middle School's Senior Leadership team is required.

Pupils with limited knowledge of English (according to the expectations for each year group to access the English National Curriculum) must agree to a programme of Intensive English as recommended by the school. The duration of the Intensive English course will be decided by the school.

All pupils are required to follow a programme of Validation Studies (Spanish Language, Valencian and Spanish Culture) set out by the Spanish Ministry of Education.

New pupils are not required to have any previous knowledge of Spanish. Pupils joining the school with a low level or no prior knowledge of the language may join Spanish as a Second Language lesson and will receive special Spanish classes in small groups.

Senior School (Years 9 to 11)

Entrance to the Senior School requires pupils to sit GL's CAT4 Assessment that provides information on verbal, nonverbal, quantitative and spatial reasoning. A written assessment of a child's ability in English is also required.

All pupils and their parents must attend an interview with the Head of Senior School or his/her representative.

All pupils applying for entry to the Senior School must have a good level of English and preferably have attended a UK or a British international school. As part of the conditions of an offer of a place, pupils may have to undergo a programme of Intensive English as arranged by the school. The duration of the Intensive English course will be decided by the school.

All pupils are required to follow a programme of Validation Studies (Spanish Language, Valencian and Spanish Culture) set out by the Spanish Ministry of Education. The school makes provision for new pupils entering the Senior School with no prior knowledge of Spanish by including them in the Spanish as a Second Language group

who receive special Spanish classes in smaller groups.

Pupils wishing to join Year 10 must be able to commence school in September. In exceptional circumstances we may consider pupils starting at a later point in term one. If an applicant wishes to join Year 10 after December they will be offered a place in Year 9 as an alternative, if space is available.

Pupils entering Year 10 may be restricted in their option choices by the size of the existing groups.

Senior School KS4 (Year 11)

Pupils applying for admission to Year 11 must have studied the first year of the (I) GCSE course (Year 10) in the British system the year prior to their entry to King's College. The (I)GCSE examination boards and choice of subjects in their current school must ordinarily coincide with the subjects and examination boards used at King's College.

Pupils would normally be required to provide GCSE predicted grades from their current school.

Pupils wishing to join Year 11 must be able to commence school in September. If an applicant wishes to join Year 11 after September they will be offered a place in Year 10 as an alternative, if space is available. Pupils entering Year 11 may be restricted in their option choices by the size of the existing groups.

Senior School - 6th Form (Year 12 – Year 13)

An interview involving the student and their parents with the Head of Senior School is also required although this may be delegated to other personnel. **Please see appendix A for specific entrance requirements and further information about joining Year 12 at KCA.**

Pupils wishing to join Year 12 must be able to commence school in September. In exceptional circumstances we may consider pupils starting at a later point in term one. If an applicant wishes to join Year 12 after December they will be offered a place on our Pre-IBDP/A Level programme as an alternative, if space is available.

The school may admit pupils into Year 13 provided that they have a proven academic level and their subject choices at A Level or IBDP level coincide with the programme offered by King's College.

Pre-IBDP Programme

In 2009 we first introduced our Pre-A Level programme for those pupils who have completed compulsory Secondary education but whose level of written English was not sufficient to cope with the demands of A Level. Since its inception the course has been completed very successfully by many International and Spanish students who have gone on to study at top universities in Spain, the U.K. and beyond.

We are now delighted to offer this same flexibility for potential IBDP students as well as A level students. We often find that pupils moving from a different educational system, including children who have been educated under the Spanish system, can have difficulty adjusting to the change in teaching methodology. It is common for students to suffer a drop in attainment in their first year of the IBDP and the Provisional IBDP programme can provide them with a period to adjust to the demands of individual study and critical thinking that are core to success at this level.

Additional Procedures

Confidential References

Confidential references may be sought from the pupil's current school regarding their academic record, behaviour, any SEND provision, safeguarding concerns and payment of fees. If the school receives information from these references that has not been disclosed previously and/or raises concerns about the child's integration into our school community, the school reserves the right to review or withdraw any offer previously made.

School Reports

Copies of school reports for the previous two years must also be presented for all pupils. The reports must show consistently favourable progress academically, behaviourally and in terms of effort.

Exceptions

Exceptions to any aspect of this policy can only be made by the Executive Headteacher.

Admissions process for school staff

A detailed process for school staff to follow can be accessed [here](#)

Promotion to following academic year

Once a child has joined King's College, promotion to the following year group is subject to the pupil reaching a specific minimum academic and pastoral performance.

Returning Students

Pupils who leave King's College for any reason will not be automatically accepted if they wish to return. Pupils who wish to return after a year should reapply and provide current academic reports. Pupils who wish to return after two or more years must reapply and sit the appropriate entrance examinations.

Pupils who wish to be away for a term should pay a term's fees in advance. If the pupil is away for longer than a term the pupil should reapply and provide current academic reports.

Transfers between King's College Schools

Any transfer requests before these times should be discussed with the Head of Admissions of the current school and the Head of Admissions of the school the parent wishes their child to transfer to.

- Transfer requests are considered on a case by case basis and are subject to place availability.
- Transfers between other King's College schools are subject to place availability.
- All transfers are subject to the pupil reaching a specific minimum academic performance in their current year group.

Intensive English

As part of the offer of a place in our College, we may require pupils whose English is not at the required level to fully access the year group to participate in an intensive English programme. This programme normally involves two hours of small group lessons a week at a rate set annually by King's Group. The intensive English programme is overseen by our Inclusion team and is designed to raise levels of English as quickly as possible to support learning in all subject areas.

Confirmation of places

All admissions to King's College are considered by the school's corresponding Head of Section, Head of Admissions and the Executive Headteacher. The Admissions Officer will provide the relevant Head of Section with the results of the entry exams/assessments and school reports for their perusal and review in the first place. Subsequently, the Executive Headteacher will consider the feedback received and the information itself and will offer or otherwise reject the place based thereon. **The Executive Headteacher's decision is final and as a private institution, no appeals process exists for applicants who have been rejected.**

The school will be in a position to offer or reject an application once all the aforementioned steps in the admissions process have been satisfactorily completed.

If King's College has not received the confirmation payment by the date stated on the offer letter, a place can no longer be guaranteed.

Payment

For entry into King's College, once a place has been offered parents are required to confirm the reservation by making the corresponding payment as set out below:

- A non-returnable enrolment fee of 1550 euros per pupil or 650 euros enrolment fee only for students enrolled in Year 12.

*Please refer to our Fee Schedule for further information.

A pupil cannot start at the school until King's College Accounts Department has received the confirmation payment and when available, the Direct Debit Form duly completed and signed.

Documentation

An application for a place in the school may be made by completing the official electronic application form available on the website through OpenApply. Written applications are not accepted.

Parents must provide the following documents before their child commences his/her education at the school:

- 1 digital colour photograph of your child (face only)
- A photocopy of the child's birth certificate, identity card, passport or libro de familia.
- Student medical card.
- Certificates from previous schools (most recent 2 school reports).
- Signed direct debit mandate / Payor form.
- Completed application form completed online through OpenApply.
- DNI or passport photocopy in colour of both parents or legal guardians
- Photocopy of passport & valid Visa for students that don't belong to the EU
- In case of divorce, copy of decree or sentence with custody arrangements.

Appendix A:

Applying for the Sixth Form Programme

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a. External candidates in British System (IGCSEs or GCSEs)	
b. External candidates in Sixth Form Programme	
c. External candidates in other international contexts.	

Introduction: KCA and IB vision

Kings College of Alicante has a policy of conditional entry designed to support academic success, to ensure that students are placed into courses which are both challenging and manageable, and to allow access to the diploma programme for students coming from other educational systems.

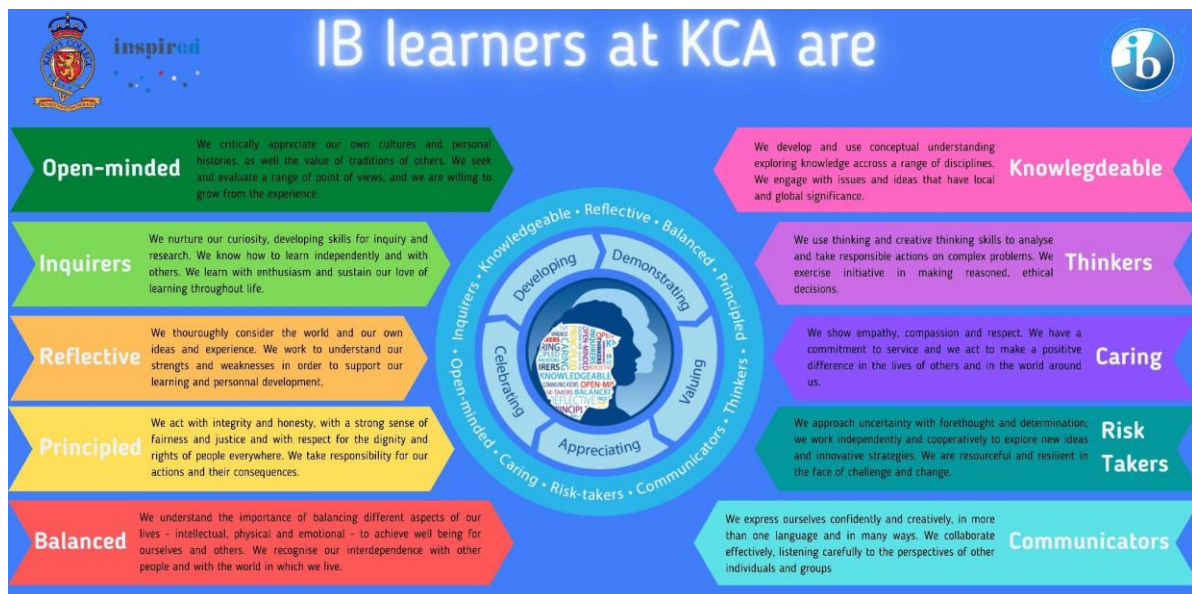
The student and staff population at KCA is culturally and linguistically diverse and great importance is placed on promoting international-mindedness and multicultural understanding within the curriculum and various activities and school events.

The admission policy to the Diploma Programme addresses both internal and external candidates. Admission shall be based on data submitted as required by the professional staff to determine:

1. the potential of the applicant to benefit from the educational services available.
2. the capacity of the school to meet the educational needs of the applicant.

The two-year Diploma program provides students with a breadth and depth of rigorous academic study which prepares them for university, developing students who:

- have excellent breadth and depth of knowledge
- flourish physically, intellectually, emotionally and ethically
- study at least two languages
- excel in traditional academic subjects
- explore the nature of knowledge through the programme's unique theory of knowledge course.



Admission requirements for internal candidates

The following requirements are needed for entry for students moving from Year 11 to Year 12 at KCA. **The Executive Headteacher's decision on entry to Year 12 or Year 13 is final.**

General requirements:

- 5 IGCSE passes at grade 5 or above. *This must include passes in English (Language and/or Literature) and Mathematics at grade 5 or above*
- Excellent behaviour record and excellent record of attendance and punctuality

IB Subject requirements:

Pupils must have an overall grade average of 7 to enter the IB course with a minimum of 5 GCSE.

- For entrance onto subjects at Standard Level Entry: grade 5 or above for the chosen subjects.
- For entrance onto subjects at Higher Level Entry: grade 6 or above.

* Biology, Physics and Chemistry: recommended grade 7 or above

** Mathematics Analysis and Approaches HL: Grade 8 or above

A Level Subject requirements:

- A grade 6 or above for each A-Level subject.

*Maths, Biology, Physics and Chemistry: recommended grade 7 or above

** Further Mathematics: Grade 9

Admission requirements for external candidates

All potential external students will undertake the general admission guidelines at KCA and therefore this document should be read in conjunction with the KCA Admissions policy where it is stated that:

"An interview involving the student and his/her parents with the Head of Secondary School is also required although this may be delegated to other personnel."

Pupils wishing to join Year 12 must be able to commence school in September. In exceptional circumstances we may consider pupils starting at a later point in term one. If an applicant wishes to join Year 12 after December they will be offered a place on our Pre-IBDP programme as an alternative, if space is available.

The school may admit pupils into Year 13 provided that they have a proven academic level and their subject choices at IBDP level coincide with the programme offered by King's College.

All entrance decisions ultimately rest with the Executive Headteacher, whose decisions are final and cannot be appealed.

Confidential References

Confidential references may be sought from the pupil's current school regarding their academic record, behaviour, any SEND provision, safeguarding concerns and payment of fees. If the school receives information from these references that has not been disclosed previously and/or raises concerns about the child's integration into our school community, the school reserves the right to review or withdraw any offer previously made.

School Reports

Copies of school reports for the previous two years must also be presented for all pupils. The reports must show consistently favourable progress academically, behaviourally and in terms of effort.

a. Candidates in British Education with IGCSEs or GCSEs

External candidates applying from another school with i/GCSE grades will be expected to demonstrate the minimum following grades to fulfil entry requirements:

Entry to standard level courses: 5 passes at grade 5 or above *. English (Language and/or Literature) and Mathematics must be passed at a minimum of a grade 5.

*If all the chosen subjects require prior knowledge, then it must be 6 passes at grade 5 or above.

Standard Level Entry: grade 5 or above for the chosen subjects

Higher Level Entry: grade 6 or above. In Maths and Science, some courses* may require a grade 7 or 8.

* Biology, Physics and Chemistry: recommended grade 7 or above

* Mathematics Analysis and Approaches HL : grade 8 or above

b. Candidates in IB system currently on MYP

External candidates applying from an IB school and who have passed the MYP qualification will always be considered for the DP studies. Requirements for students coming from the MYP are

- A pass of at least 28 points in MYP
- A minimum of 3 grade 5 subjects
- Requirements to study subjects at Standard Level : Grade 3 in MYP
- Requirements to study subjects at Higher level : Grade 5 in MYP and a grade 6 for HL Maths.

c. Candidates proceeding from other international or national education systems.

Candidates who pass the pre-admission process will be required to come to school for entry assessment including CAT4 assessment. Assessments will be graded Pass for SL or Pass for HL or not accepted for DP. No grade or percentage will be awarded to candidates. Assessments will be taken in the following:

- A compulsory test in Mathematics that will assess previous knowledge that will be needed to be able to succeed in the IB course. Results, if the minimum requirements are reached, will define the options within the Mathematics courses you will be able to access: Analysis & Approaches or Application & Interpretation and so HL or SL within each one of them.
- A compulsory test in English Language and a 500 word essay. The test will be devised by the Head of English.

IB subject requirements

Course	Subject Group 2023-25	For entry at Standard Level (SL)	For entry at Higher Level (HL)	Other considerations or conditions
English A	1 and 2	5 in iGCSE English Language/Literature or evidence of being a native speaker	6 in iGCSE English Language/Literature or evidence of being a native speaker	The course is directed at native or near native speakers only
Spanish A	1	5 in iGCSE Spanish or evidence of being a native speaker	6 in iGCSE Spanish or evidence of being a native speaker	The course is directed at native or near native speakers only
Chinese/ Mandarin A	1	Evidence of being a native speaker	Evidence of being a native speaker	The course is directed at native or near native speakers only
French B	2	5 in iGCSE French No native speakers.	Minimum 6 in iGCSE French No native speakers.	This course is for learners of the language only and cannot be studied by anyone at native level, or with qualifications/experience beyond GCSE level.
Spanish B	2	5 in iGCSE Spanish No native speakers.	Minimum 6 in iGCSE Spanish No native speakers.	This course is for learners of the language only and cannot be studied by anyone at native level, or with qualifications/experience beyond GCSE level.
German B	2	5 in iGCSE German No native speakers.	Minimum 6 in iGCSE German No native speakers.	This course is for learners of the language only and cannot be studied by anyone at native level, or with qualifications/experience beyond GCSE level.
Spanish ab initio	2	Must have very little experience of the language	Not available	This course is for beginners only. This course cannot be studied by anyone with any formal qualification in the subject
French ab initio	2	Must have very little experience of the language	Not available	This course is for beginners only. This course cannot be studied by anyone with any formal qualification in the subject
History	3	5 in iGCSE History, or 5 in iGCSE English (first) Language if iGCSE History was not studied	6 in iGCSE History	Available at SL only if iGCSE History has not been studied
Geography	3	5 in iGCSE Geography, or 5 in iGCSE English (first) Language if iGCSE Geography was not studied	6 in iGCSE Geography	Available at SL only if iGCSE Geography has not been studied
Business Management	3	5 in iGCSE Business, or 5 in iGCSE English (first) Language if iGCSE Business was not studied	6 in iGCSE Business	Available at SL only if iGCSE Business has not been studied

Global Politics	3	5 in iGCSE English (first) Language	6 in iGCSE English (first) Language	Students will also ideally have an interest and/or some experience of politics beyond their studies in order to succeed
Economics	3	5 in iGCSE Economics, or 5 in iGCSE English (first) Language if iGCSE Economics was not studied	6 in iGCSE Economics	Available at SL only if iGCSE Economics has not been studied
Psychology	3 and 6	5 in iGCSE English (first) Language	6 in iGCSE English (first) Language	Students will also ideally have an interest and/or some experience of psychology beyond their studies in order to succeed
Biology	4	5 in iGCSE Biology	6 in iGCSE Biology	Not available to choose unless iGCSE Biology or equivalent has been studied
Chemistry	4 and 6	5 in iGCSE Chemistry	6 in iGCSE Chemistry	Not available to choose unless iGCSE Chemistry or equivalent has been studied
Physics	4 and 6	5 in iGCSE Physics	6 in iGCSE Physics	Not available to choose unless iGCSE Physics or equivalent has been studied
Computer Science	4	5 in iGCSE Computer Science or ICT, or 5 in iGCSE English (first) Language if iGCSE Computer Science/ICT was not studied	6 in iGCSE Computer Science or ICT, or 6 in iGCSE English (first) Language if iGCSE Computer Science/ICT was not studied	Students will also ideally have an interest and/or some experience of computer programming beyond their studies in order to succeed
Sports, Exercise and Health Science (SEHS)	4	5 in iGCSE PE or Biology, or 5 in iGCSE English (first) Language if iGCSE PE/Biology was not studied	6 in iGCSE PE or Biology, or 6 in iGCSE English (first) Language if iGCSE PE/Biology was not studied	Students will also ideally have an interest and/or some experience of sport beyond their studies in order to succeed
Environmental Systems and Societies (ESS)	4	5 in iGCSE Geography or Biology, or 5 in iGCSE English (first) Language if iGCSE Geography/Biology was not studied	6 in iGCSE Geography or Biology, or 6 in iGCSE English (first) Language if iGCSE Geography/Biology was not studied	Students will also ideally have an interest and/or some experience of environmental issues beyond their studies in order to succeed
Mathematics A+I	5	5 in iGCSE Mathematics	7 in iGCSE Mathematics	Students that have studied the foundation tier at iGCSE are not eligible for the Higher Level
Mathematics A+A	5	Not available	7 in iGCSE Mathematics	Only for students that require the highest level of mathematics for university courses such as engineering
Visual Arts	6	5 in iGCSE Art, or evidence of a high quality personal art portfolio	6 in iGCSE Art, or evidence of a high quality and varied personal art portfolio	Students will also ideally have an interest and/or some experience of art and design beyond their studies in order to succeed
Theatre Arts	6	5 in iGCSE Drama, or 5 in iGCSE English (first) Language if iGCSE Drama was not studied	6 in iGCSE Drama, or 6 in iGCSE English (first) Language if iGCSE Drama was not studied	Students will also ideally have an interest and/or some experience of drama and performance beyond their studies in order to succeed

