

## FREQUENTLY ASKED QUESTIONS (FAQs): Year 7 Admissions in September 2025

These FAQs are arranged as below

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Please read these FAQs alongside the Admissions Policy as well as the Illustrative Questions documents on the Tiffin School website.

### General Process Information

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#### **Where will I find the Admissions Policy?**

Click [here](#) to link to the Admissions Policy 2025. It is also available in the Admissions section on the Tiffin School website. Please read it carefully.

#### **What is the Priority Area?**

Please read the Admissions Policy for entry in September 2025 for full details. This is only a summary.

All applicants who live less than 10km from Tiffin School, measured as a straight line, live in the Priority Area. Since introducing the Priority Area (previously the Inner Priority Area), places have only been offered to those who live within 10km of the school.

Kingston Schools Admissions (part of Kingston local authority), will measure the distances using their computerised Geographical Information System (GIS), using the permanent place of residence as supplied by the home local authority as part of the Pan-London Co-ordinated Admissions System. The permanent place of residence must be the address where the boy is living at the time of submission of the common application form to your local authority, on the closing date of 31 October 2024. Evidence that it is your permanent place of residence will be required by your local authority.

Tiffin School do not have access to the system (GIS) used by Kingston Schools Admissions and cannot therefore tell you in advance what the exact distance between your home and Tiffin School will be and whether you are inside or outside the Priority Area. You can use publicly available online tools to estimate the distance, however the calculations provided by Kingston Schools Admissions will be the ones used by Tiffin School.

#### **How many students will gain a place in September 2025?**

In September 2025 the intake for Year 7 will be 180 students.

#### **How will I know whether to put Tiffin School on my Common Application Form?**

After the Stage One Tests, which are a sifting process, we will let you know whether your son has been invited to the Stage Two Tests (no results will be given). If he has been invited to the Stage Two Tests, and you wish to apply for a place at Tiffin School, you should put Tiffin School on your Common Application

Form as one of your preferences. The Common Application Form is available online from your home local authority.

If your son is NOT invited to the Stage Two Tests and you have put Tiffin School on your common application form, your application to Tiffin School will be ineligible but your other choices of school will not be affected.

### **Does it matter if I put another school ahead of Tiffin School on my order of preference list on the Common Application Form?**

Yes, it is very important! The essential rule is to put down the schools according to your true order of preference. Your order of preference is totally confidential to the Local Authority. No school will know it. If the school you put ahead of Tiffin School is able to offer you a place you will be offered that school regardless of how well your son does in the Tiffin tests. Similarly, if you put Tiffin School first in order of preference, but we cannot offer your son a place, he will be offered a place at the next school for which he meets the entrance criteria.

### **When will I receive an offer of a school?**

Your offer of a secondary school place will be sent by your local authority on the evening of Monday 3 March 2025 (National Offer Day). You will also be able to log on to the eAdmissions website [www.eadmissions.org.uk](http://www.eadmissions.org.uk) to view the outcome during the evening of 3 March 2025. For further details, check with your local authority.

## **Tiffin School Supplementary Information Form – registering for the Stage One Maths and English Tests**

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### **How do I register my son for the Stage One Tests?**

For a place at Tiffin School in Year 7 September 2025, you must register your son to take the Tiffin School Stage One Tests by completing our online supplementary information form. You will find the link on the **admissions** page of our website [www.tiffinschool.co.uk](http://www.tiffinschool.co.uk).

### **When can I register my son for the Stage One Test?**

The registration is open from midday on Monday 3 June 2024 to 12.00 noon on Monday 2 September 2024. However, those wishing to participate in the Sporting Aptitude Assessment or Music Aptitude Assessment need to have registered by the earlier deadline of 9:00am on Monday 8th July 2024.

### **How do I register twin boys?**

You should register each boy separately. Please use the same parental details when registering twin boys as this avoids any confusion.

### **How do I find out if my child is eligible for Pupil Premium/Free School Meals (FSM)?**

You should speak to your child's primary school who will be able to help you answer this question.

### **What should I do if my son is outside of the normal age range for admission?**

Boys joining Year 7 in September 2025 will normally have been born between 1 September 2013 and 31 August 2014 inclusive. Applications for boys outside that age group will be considered according to the individual circumstances of the case; these parents/carers should write to the Year 7 Admissions Department at Tiffin School ([Year7Admissions@tiffin.kingston.sch.uk](mailto:Year7Admissions@tiffin.kingston.sch.uk)) before registering for the tests. Tiffin School will consult with the boy's current primary school and consider the factors outlined in the government guidance for school admissions authorities [here](#) before making each decision.

### **When is the registration deadline?**

You will not be able to register for the Stage One Tests after the deadline of 12.00 noon on Monday 2 September 2024. We must also have received all supplementary paperwork (such as evidence of special needs or Pupil Premium/FSM eligibility) by this deadline. There is an earlier deadline for those wishing to participate in the Sporting Aptitude Assessment or Music Aptitude Assessment.

### **How will I know if I have registered online successfully?**

You will receive an email (to the email address that you registered with) from the Year 7 Admissions Department within 1 school day of registering for the tests, to say that the form is logged. You should keep this email as proof of your registration. If you do not hear from us, please check your junk folder before contacting the Year 7 Admissions Department at [Year7Admissions@tiffin.kingston.sch.uk](mailto:Year7Admissions@tiffin.kingston.sch.uk).

## **The Sporting Aptitude Assessment and Music Aptitude Assessment**

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### **What are the Sporting Aptitude Assessment and the Music Aptitude Assessment?**

In 2024, Tiffin School is introducing a new Sporting Aptitude Assessment and a new Music Aptitude Assessment. Up to 10% of places in September 2025 will be awarded to boys who demonstrate aptitude in Sport (5%) or Music (5%). The Aptitude Assessments will identify these boys. Boys will still need to perform to a required level in the English and Maths tests in the Autumn to be eligible for one of these sporting or music aptitude places.

### **Does my son have to attend the Sporting Aptitude Assessment and the Music Aptitude Assessment?**

No, only 10% of places are allocated by this route. Most places will be awarded to applicants who have only sat the English and Maths tests. Only sign your son up for the Sporting Aptitude Assessment and the Music Aptitude Assessment if you think he has a particular aptitude for sport or music.

### **How and when do I register my son for the Sporting Aptitude Assessment and/or Music Aptitude Assessment?**

There is not a separate registration form. When you register online for the Stage One Tests, simply indicate in the relevant question that you wish your son to also attend the Sporting Aptitude Assessment and/or Music Aptitude Assessment. This will be a specific question on the online supplementary information form.

Please note that those wishing to participate in the Sporting Aptitude Assessment or Music Aptitude Assessment need to have registered by the Early SIF Deadline of 9:00am on Monday 8th July 2024. After this date the relevant questions will be removed from the form and you will only be able to register for the Stage One Tests.

### **Can a student living outside of our Priority Area apply to take the Sporting and Music Aptitude Tests?**

Those living outside our Priority Area can apply for the but will not be invited to the Sporting or Music Aptitude Tests as the Tiffin Admissions Policy 2025 states that students need to be living in the Priority Area to be considered for the aptitude places.

### **When will the Sporting Aptitude Assessment take place?**

This is currently scheduled for Friday 12<sup>th</sup> July 2024. Additional dates may be announced based on practical considerations.

### **What will the Sporting Aptitude Assessment be like?**

The Sporting Aptitude Assessment will be in two parts both of which will take place on Friday 12<sup>th</sup> July 2024. The first part of the Sporting Aptitude Assessment will include an assessment of cardiovascular

endurance and will involve running continuously for 8 minutes. Candidates who perform well during the first part will be invited to remain for the second part during which they will have the opportunity to display their aptitude for sport through a variety of further assessments. Candidates who remain for the second part will be awarded a score for each element of the aptitude assessment.

**How will I be told whether my son has been invited to remain for the second part of the Sporting Aptitude Assessment?**

Parents will be given further details nearer the time of the assessment. Parents will be requested to stay close Tiffin School after they have dropped off their son for the first part and wait for an email with the result of the first part. Parents will then either collect their son after the first part or alternatively return later after the second part.

**How can my son prepare for the Sporting Aptitude Assessment?**

The Sporting Aptitude Assessment is not sport specific. No specific preparation, skills or coaching is required to participate. Applicants are encouraged to participate in sport and exercise in whatever contexts they are able to. You may want to check if your son is able to run continuously for 8 minutes (part one of the sporting aptitude assessment) before applying for the Sporting Aptitude Assessment.

**When will the Music Aptitude Assessment take place?**

The first part, for all candidates, will take place on Tuesday 10<sup>th</sup> September 2024. Additional dates may be announced based on practical considerations. The second part will take place on a single day between the 16<sup>th</sup> and 27<sup>th</sup> September 2024.

**What will the Music Aptitude Assessment be like?**

During the first part of the music aptitude assessment, applicants complete a written assessment. Applicants listen to a range of pitches, melodies, rhythms and textures and identify differences between them. During the second part of the music aptitude assessment applicants will hear a number of rhythmic and melodic patterns, each played twice by the examiner. Immediately after hearing, the applicant claps or sings the pattern they have heard. Applicants who prefer not to clap or sing may bring with them and respond using an instrument of their choice (a keyboard will be provided).

**How can my son prepare for the Music Aptitude Assessment?**

The Music Aptitude Assessment does not require knowledge of any musical instrument or type of music. No specific preparation, skills or coaching is required to participate.

**How will I be told whether my son has been invited to remain for the second part of the Music Aptitude Assessment?**

The second part of the music aptitude assessment will take place between the 16<sup>th</sup> and 27<sup>th</sup> September 2024. Parents will receive an email detailing the outcome of the first part, and inviting successful applicants to the second part of the music assessment by Friday 20<sup>th</sup> September.

**Will you make allowances for age in the Sports and Music Aptitude Assessments?**

The scores will be age-weighted where a clear link between age and performance is identified.

**Will you make allowances in the Sports and Music Aptitude Assessments for boys with special needs or special medical requirements?**

Yes, where appropriate. The supplementary information form asks for details of any special educational needs and/or disabilities your son may have. Many of the reasonable adjustments made for the English and Maths tests will not be appropriate for the Sporting and Music Aptitude Assessments; for instance, we will not generally give students extra time in these Assessments. Parents are asked to be explicit

about any needs or requirements that are relevant to the Sporting or Music Aptitude Assessments when answering these questions in the supplementary information form.

**What are the expectations on students who get a place based on Sporting Aptitude or Music Aptitude?**

Tiffin expects all its students to commit to high standards of endeavour in both academic studies and sport and music regardless of their relative ability. Tiffin students are all expected to represent the school when chosen to do so in sport, music and many other areas. Performance in the aptitude assessments and entrance tests will not alter this expectation or impact team selection decisions and similarly there will be no greater expectation placed on boys who have received a place based on Sporting or Music Aptitude.

**Can I send copies of my son’s sporting and/or music achievements to be considered as part of the Sporting or Music Aptitude Tests?**

No! Please do not send achievement certificates, photos of cups won or reports from sporting and music associations as these will not be considered as part of any assessment.

**The Stage One and two English and Maths Tests - practicalities**

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**When are the Tests?**

The Stage One Tests are scheduled for Thursday 3 October 2024. Some candidates may be asked to sit the tests on the following day, Friday 4 October 2024. Any changes to these dates will be published on the school website. The Stage Two Tests will be in November 2024 for those invited.

**What are the Stage One Tests like?**

The Stage One Tests are in English and Maths.

All answers will be marked on an answer sheet called an OMR that is marked by computer.

**How does my son answer the Stage One Tests on OMR sheets?**

For the English paper, your son will choose his answer from some options. Below are two examples of how he would mark his answer:



In the first example, on the left the answer selected is the third option H.

For the second example, on the right the answer selected is the last option P.

A line should be drawn through the relevant letter. It may go outside the red brackets but **MUST NOT** cross the outer blue line.

For the Maths paper, the answers may be similar to those above, or they may be numerical. To record a numerical answer, the columns given represent hundreds, tens and units.

An answer of 7 should be marked as:

<input type="radio"/> 0
<input type="radio"/> 1
<input type="radio"/> 2
<input type="radio"/> 3
<input type="radio"/> 4
<input type="radio"/> 5
<input type="radio"/> 6
<input checked="" type="radio"/> 7
<input type="radio"/> 8
<input type="radio"/> 9

An answer of 5049 should be marked as:

<input type="radio"/> 0	<input checked="" type="radio"/> 0	<input type="radio"/> 0	<input type="radio"/> 0
<input type="radio"/> 1	<input type="radio"/> 1	<input type="radio"/> 1	<input type="radio"/> 1
<input type="radio"/> 2	<input type="radio"/> 2	<input type="radio"/> 2	<input type="radio"/> 2
<input type="radio"/> 3	<input type="radio"/> 3	<input type="radio"/> 3	<input type="radio"/> 3
<input type="radio"/> 4	<input type="radio"/> 4	<input checked="" type="radio"/> 4	<input type="radio"/> 4
<input checked="" type="radio"/> 5	<input type="radio"/> 5	<input type="radio"/> 5	<input type="radio"/> 5
<input type="radio"/> 6	<input type="radio"/> 6	<input type="radio"/> 6	<input type="radio"/> 6
<input type="radio"/> 7	<input type="radio"/> 7	<input type="radio"/> 7	<input type="radio"/> 7
<input type="radio"/> 8	<input type="radio"/> 8	<input type="radio"/> 8	<input type="radio"/> 8
<input type="radio"/> 9	<input type="radio"/> 9	<input type="radio"/> 9	<input checked="" type="radio"/> 9

A time answer would be given like a digital clock, so an answer of 5 mins past 7 (07:05) should be given as:

<input checked="" type="radio"/> 0	<input type="radio"/> 0	:	<input checked="" type="radio"/> 0	<input type="radio"/> 0	
<input type="radio"/> 1	<input type="radio"/> 1	:	<input type="radio"/> 1	<input type="radio"/> 1	
<input type="radio"/> 2	<input type="radio"/> 2	:	<input type="radio"/> 2	<input type="radio"/> 2	
<input type="radio"/> 3	<input type="radio"/> 3	:	<input type="radio"/> 3	<input type="radio"/> 3	
<input type="radio"/> 4	<input type="radio"/> 4	:	<input type="radio"/> 4	<input type="radio"/> 4	
<input type="radio"/> 5	<input type="radio"/> 5	:	<input type="radio"/> 5	<input checked="" type="radio"/> 5	
<input type="radio"/> 6	<input type="radio"/> 6	:	<input type="radio"/> 6	<input type="radio"/> 6	
<input type="radio"/> 7	<input checked="" type="radio"/> 7	:	<input type="radio"/> 7	<input type="radio"/> 7	
<input type="radio"/> 8	<input type="radio"/> 8	:	<input type="radio"/> 8	<input type="radio"/> 8	
<input type="radio"/> 9	<input type="radio"/> 9	:	<input type="radio"/> 9	<input type="radio"/> 9	

Again, with all answers it is important that the line stays within the intended column, but it does not matter if the line crosses the bracket around each number.

### **What are the Stage Two Tests like?**

The Stage Two Tests assess English and Maths and are similar in length to the Stage One Tests. They require written answers and some questions on the English paper will require longer written answers. Answers are marked by experienced Maths and English teachers.

### **Are there past papers I can practice?**

Tiffin School does not publish its own past papers. We have however published some illustrative Stage One and Stage Two questions on our website for you and your son to go through so you can get a feel for the format and level of difficulty of the questions in the Stage One and Stage Two tests.

The papers change significantly from year to year; changes usually include the number of questions on each paper, the time allocated for the different papers, and the types of questions assessed. Every year, completely new papers are written.

There are many past 11+ papers from other selective schools and other sources freely available on the internet. Although some exam paper practice may be helpful, we do not recommend any particular papers or providers.

### **What topics will the admissions tests cover?**

When setting the admissions tests in Maths and English, Tiffin School assumes that those sitting the tests will have completed the National Curriculum in English and Maths for Year 5 students when they sit the tests. Tiffin School does not expect students to have covered topics beyond this. However, the admissions tests will include some questions in unfamiliar formats that will provide boys with the opportunity to demonstrate their adaptability. The tests identify boys who enjoy and are confident reading, writing, thinking creatively, working with numbers and problem-solving.

### **Do all applicants need to sit the admissions tests at Tiffin School?**

Yes. There is no provision to sit the tests at any other location.

### **When will I know the outcome?**

We aim to email you the outcome of the Stage One Tests on or around Tuesday 15 October 2024. Please wait for the email.

Only if you have **not** achieved a place at Tiffin School or a school that you have listed as a higher preference on your common application form will you be sent your results on or soon after 4 March 2025, after National Offer Day.

### **Do you make allowances for age?**

For all tests, the raw scores are standardised and age-weighted.

### **If my son is invited to the Stage Two Tests does that mean that he will have a place at Tiffin?**

No, it means that you may keep Tiffin School on your Common Application Form as one of your preferences. All those who take the Stage Two Tests will be ranked on their 'Combined Score'. Those in the Priority Area will be ranked by score above those who live outside of the Priority Area.

The Combined Score will be comprised of 50% English and 50% Maths. The English component will be the Stage 2 English score; the Maths component will combine the scores from the Stage 1 and the Stage 2 Tests in the ratio 2:3. Only those who do not gain a place will be sent their Combined Score details.

### **What if my son has an Education, Health and Care Plan (EHCP)?**

If your son has an EHCP (formally a 'Statement of Special Educational Needs'), there are separate processes to be followed and you should speak first with your local authority who administers the process. Your son will still need to take the entrance tests and you should still register him through the online form. You will also need to provide us with information so that we can adjust testing arrangements if necessary.

### **What if my son has special needs or special medical requirements that I would like to be taken into account for the Stage One and Stage Two Tests?**

The online supplementary information form asks you to provide details of any special educational needs or requirements your son may have. It is particularly important that you tell us if your son has any disability, such as impaired sight or hearing, which may disadvantage him in the context of an examination.

It is also important that you let us know if your son has been formally identified as dyslexic or as having dyspraxia and receives help at primary school, or has any other condition that we ought to be aware of. You will need to provide appropriate professional evidence and ask your son's primary school to complete an additional form well in advance of the examination and by the deadline of 12.00 noon on Monday 2 September 2024. Letting us know will not disadvantage your child in any way. [LINK TO FURTHER GUIDANCE](#)

### **Can my son bring his medication with him (e.g. adrenalin auto-injector, inhaler) to the 11+ exam?**

Your son may bring his usual medication with him to the test venue. It is important to provide details of his medical requirements on the supplementary information form so that we can make sure the staff in the testing room are aware. If necessary, he can have his medication on his desk.

### **What should my child bring with them to the tests?**

- an ordinary HB pencil (not propelling)
- a rubber
- a pencil sharpener
- a print out of the information slip showing his individual arrangements we will email to you
- a SMALL drink and a nut-free snack (optional)
- a reading book for the breaks (optional)

All information will be in the email we send regarding the test day.

### **What should my child wear on the test day?**

Your child should wear comfortable clothes. Some boys wear 'home clothes' others wear their school uniform. Coats are advised as you may need to queue.

### **Why is the collection time approximate?**

Our priority is to ensure all students are settled and can do their best in the exams. If this means waiting while a small issue is sorted out, we do. Sometimes breaks can take longer than we plan – depending on how quickly we can ensure all boys have had a chance to go to the toilet.

### **What if my son is unwell or not fit to take the tests on the day?**

Do not send him to take the test. Email [Year7admissions@tiffin.kingston.sch.uk](mailto:Year7admissions@tiffin.kingston.sch.uk) who will then arrange another date.



**What if my son becomes ill during the test?**

We will make arrangements for him to take time to recover, but the test he is in the middle of will have to be completed. We will phone you to collect him and bring him back on another day to take the other test paper if it has not been started.

**What if my son wants to go to the toilet during the test?**

We offer lots of chances for boys to use toilets before each test. If his request is urgent, he will be allowed to go to the toilet. Do not give him lots to drink in his break - a small drink is sufficient! The test timing will NOT be adjusted for the time missed by going to the toilet.

**What happens while the boys are waiting to start the tests?**

When we are waiting for everyone to arrive, boys have puzzles to do and are able to talk to others in the room. They can also read a book if they have one with them. Everyone is offered several opportunities to go to the toilet.

**Why can't I arrange to meet my son outside the school gate?**

Tiffin School is on a busy road, and there is not a lot of pavement space outside the gates. For parents collecting boys from the main playground (London Road gate), we ask that you stand in an area that is organised by the row in which your son is sitting his exam (i.e. A B C D...). Please wait until your son comes to you. He will be directed to the right area. Do not try to meet him elsewhere. Please follow the instructions given to you by prefects and staff.

**What happens if I am late collecting my son?**

Initially, your son will wait at the arranged collection point in the playground, supervised by staff and prefects. If you are very late, we will have moved to the main reception area. The office staff will phone you to ensure you are on your way.

**What if I want my son to make his own way home?**

Boys are not allowed to make their own way home unless they can show a member of staff a letter from their parent or guardian that gives permission.

**I have lost my instructions**

Details are being emailed, so check your email first. If you do not have the information you need, contact the Admissions Department.

**Where can I park?**

Preferably walk, cycle or use public transport to avoid traffic congestion. If you do come by car please use the public car parks in Kingston.

**PLEASE CHECK IN ADVANCE HOW TO GET TO TIFFIN SCHOOL TO TAKE THE TESTS, ALLOWING SUFFICIENT TIME FOR TRAFFIC, PREFERABLY BY DOING A TRIAL JOURNEY AT RUSH HOUR. OUR POSTCODE IS KT2 6RL.** There is no parking at the school. **DO NOT park at the school gates to drop off or pick up children.**

**I have a question which isn't covered here; what should I do?**

If your query relates to the entrance tests or any aspect of admission to Tiffin School you should email it to [Year7admissions@tiffin.kingston.sch.uk](mailto:Year7admissions@tiffin.kingston.sch.uk).

*Tiffin School reserves the right to update or amend the Frequently Asked Questions in line with government guidelines. We encourage parents to check the school website for updates in relation to the 11+.*