



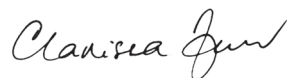
ST PAUL'S
GIRLS' SCHOOL

Information for parents 2017 entry

Dear parents

I am delighted you are considering St Paul's for your daughter and hope you will find this information booklet useful and informative.

As a mother myself, I know how time consuming it can be getting to grips with the procedures for applying to senior schools, especially as each school has its own particular pattern of events and requirements. You will find here in succinct form all the information you need to guide you and your daughter through the admissions process. As a first step I would encourage you to attend an open day, so that you can see and feel the school for yourself. I look forward to meeting you then, but in the meantime if you have questions, please do not hesitate to contact Claire Richardson, Admissions Officer either by phone, 020 7605 4882 or email, admissions@spgs.org. We hope you enjoy your visit.



Clarissa Farr
High Mistress

Ethos

The day I first walked through the doors of Horsley's elegant building and, standing on cool marble, looked up into the roof space to see a life sized sculpture of a deep sea diver made of flotsam and floating as if in mid ocean, I lost my heart to St Paul's.

So it is for us all: something about the school catches our imagination, makes us see the familiar afresh, leaves us stirred and changed.

Founded in 1904 as one of the first purpose built schools for girls, St Paul's is a piquant mixture of tradition and innovation. The emphasis on liberal learning established by the first High Mistress Frances Gray and Director of Music Gustav Holst, finds expression today in an academically challenging curriculum, which emphasises intellectual freedom and discovery.

Paulinas enjoy the difficult subjects: ancient Greek and physics are popular, as are German and mathematics. A broad co-curricular programme includes sport, exceptional music and drama as well as over 100 clubs, from Political Discussion Group to Dissection Society, often led by girls.

An education at St Paul's is a quest for 'that special illumination and largess of mind' which comes from a pure pleasure in learning. Paulinas pursue ideas for their own sake and not simply in order to pass examinations.

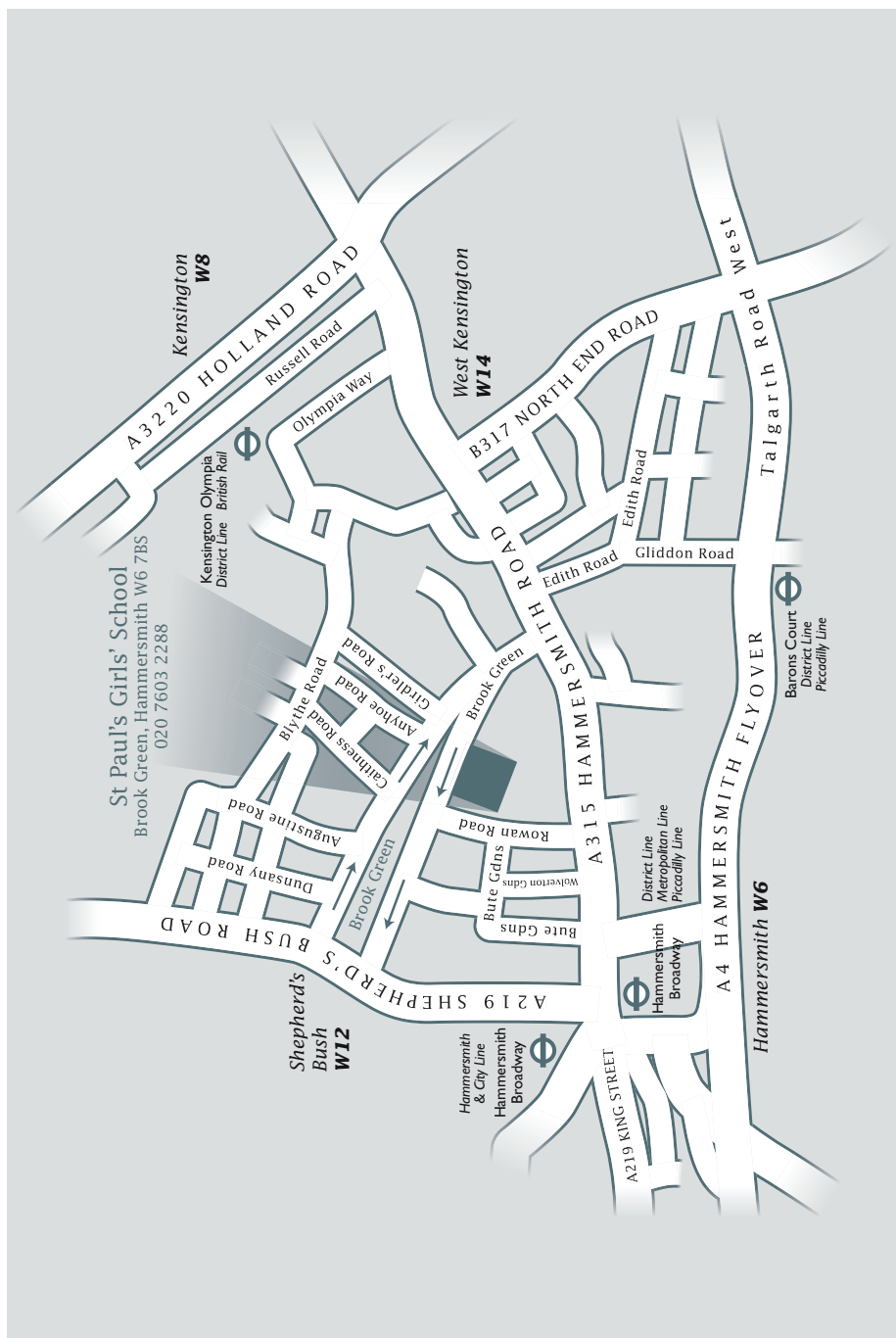
As a school which fosters independence and individuality, St Paul's is managed with a light touch and relationships are respectful yet relaxed. There are few rules, no uniform and no house system. The girls are encouraged early to take charge of their lives, to be able to embrace the unexpected and to become resilient, self reliant young women.

At the same time small tutor groups promote a kind and supportive community, where it's acknowledged that school is about working together and learning from mistakes as well as successes.

Paulinas are encouraged to be themselves: they are not expected to be perfect.

An education at St Paul's was described by one former pupil as 'the most exceptional and life changing gift I could ever have received'. Mindful of this, and of the powerful lifelong connections with one another they enjoy, Paulinas seek to serve their local and wider communities through imaginative social enterprise and charitable engagement. Opportunities for travel abound and on leaving, the girls see themselves stepping out onto a worldwide stage.

Above all, St Paul's is a place of boldness, warmth, creativity and fun, where the search for precision and beauty matter and where humour and laughter are never far away.



Admissions process YEAR 7

Entry to St Paul's is by competitive examination and interview and we have a large number of applicants. The school suits some girls but not all and we warmly invite families to attend an open day to learn more.

Open events

Open events will be held in the Autumn 2016 and can be booked through our website www.spgs.org. At other times of the year, tours can be organised by telephoning the Admissions office on 020 7605 4882. We look forward to welcoming you to the school.

Registration

By Friday 11 November 2016

A **registration form** and **examination entry form** should be completed and returned to the Admissions office, together with a copy of the candidate's birth certificate, the ethnic monitoring form and a cheque for £125 to cover the registration fee. **Parents of girls applying for a bursary place only and not a full fee-paying place should return the forms but do not need to pay the fee of £125.** Following receipt of completed admissions paperwork, your application will be acknowledged and further details concerning the admissions process will be sent out at each stage.

We would like to draw your attention in particular to our requirements concerning travel to/from school and residency together with our admittance of siblings policy.

Girls are required to live within a reasonable distance of the school and should not be travelling for more than 60 minutes each way. We may decline to pursue an application

where in our opinion it may require an unrealistically demanding journey for the girl.

As we have no boarding facilities at St Paul's, it is our requirement that all girls must live in London with a parent during term time, including weekends, for the duration of their education. Parents of applicants currently overseas must confirm that a parent will be resident in London during term time as well as confirming their visa status.

Siblings do join us but admission for siblings is not automatic and all girls must meet the school's entry requirements in order to be offered a place. There is no preferential treatment for girls who already have a sister at the school.

Further details can be found in our Admissions policy available on the website at www.spgs.org/school-policies.

Examination process

On-screen computer test

All candidates will be sent an appointment to come to St Paul's for approximately one hour during the week **Monday 21 November - Friday 25 November 2016** to complete an on-screen computer test to identify potential. Practice materials are not provided but you can get a flavour of using the test on a computer by accessing:

www.intuproject.org/CEMSelect/CSFamiliarisation.swf

This test should only be taken once. If candidates sit this for entry to another school first, we may take into account the data produced from their first attempt as the resulting data may be shared. Results of this stage of the selection process will be posted on **Monday 5 December 2016**.

Written examinations

Successful candidates will be invited to sit our entrance examinations which will be held on **Monday 9 January 2017** at St Paul's. Further details will be sent to you but generally candidates spend the day at the school and are put in groups of about 20 girls. Candidates sit three papers which cover maths, English and comprehension skills. Some of our current girls help on the day and various breaks, including a mid morning break, a lunch break and an opportunity to take part in a non-assessed activity, are scheduled into the day to make this what we hope will be a happy experience.

Tutoring

Our assessment process is designed to identify natural ability and potential and we examine candidates from a very wide variety of backgrounds. It is therefore important for us to know as much as possible about the nature of the preparation from which a candidate has been able to benefit. It is also important for us to be able to identify over prepared candidates who may perform well in our assessments but who are unable to sustain the required pace when they join the school. When applying you will be asked to provide key information drawing particular attention to any private tutoring which your daughter has had. Incomplete information may prejudice a candidate's chances of being considered properly at the decision stage.

Sample entrance papers

Sample papers can be downloaded from our website at the following address:

www.spgs.org/admissions/entry-at-11/academic-preparation/

Interviews

Following success in the examinations, girls will be short listed for interview. You will be notified of the outcome of the examinations on **Wednesday 18 January 2017**. Interviews will be held during week commencing **Monday 23 January 2017**. Interviews will last about 15 minutes and it will not be necessary for your daughter to bring anything with her.

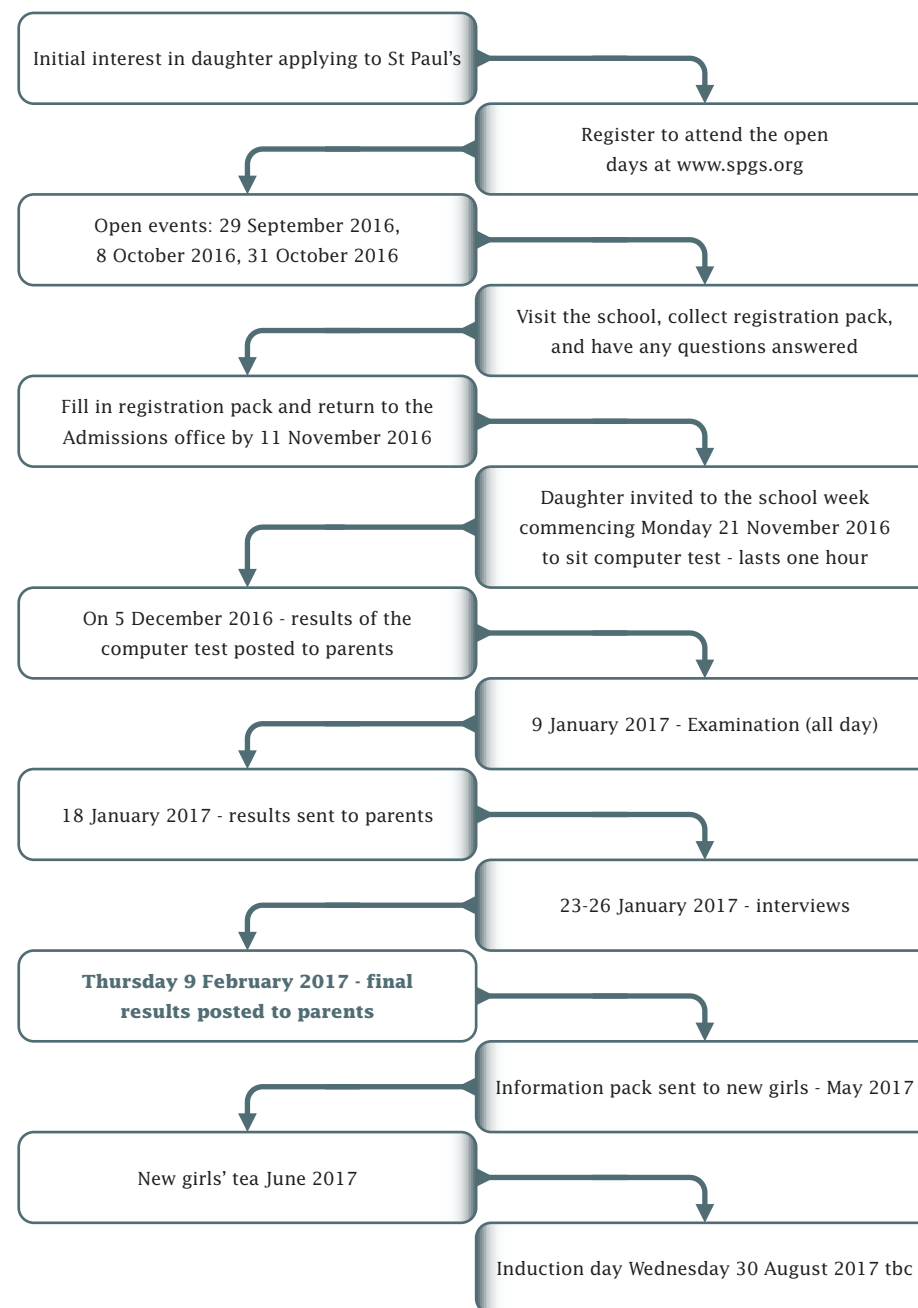
Results

These will be posted on **Thursday 9 February 2017**, the same day as the schools in the North London Consortium. You can telephone the Admissions office on **Friday 10 February 2017** if results have not been received by then.

Acceptances to offers should be with the Admissions office as soon as possible and at the latest by noon on **Monday 6 March 2017**, together with a deposit of £3,836 (50% of a term's fees), although reduced deposits apply for successful bursary candidates. An additional overseas deposit is required if one or more of the persons who are jointly and severally responsible for paying the fees is resident outside the United Kingdom.

We will send you a pack of information early in the summer term, together with invitations to various summer term events.

Summary of admissions process YEAR 7



Admissions process YEAR 12

Open events

Open events will be held in the Autumn term 2016 and can be booked through our website www.spgs.org. At other times of the year, tours can be organised by telephoning the Admissions office on 020 7605 4882. We look forward to welcoming you to the school.

Registration

By Friday 14 October 2016

The **year 12 entry form** should be completed and returned to the Admissions office, together with a copy of the candidate's birth certificate, a personal statement, the ethnic monitoring form and a cheque for £125 to cover the registration fee. **Parents of girls applying for a bursary place only and not a full fee-paying place should return the forms but do not need to pay the fee of £125.** Following receipt of completed admissions paperwork, your application will be acknowledged and further details concerning the admissions process will be sent out at each stage.

We would like to draw your attention in particular to our requirements concerning travel to/from school and residency together with our admittance of siblings policy.

Girls are required to live within a reasonable distance of the school and should not be travelling for more than 60 minutes each way. We may decline to pursue an application where in our opinion it may require an unrealistically demanding journey for the girl.

As we have no boarding facilities at St Paul's, it is our requirement that all girls must live in London with a parent during term time, including weekends, for the duration of their education. Parents of applicants currently overseas must confirm that a parent will

be resident in London during term time as well as confirming their visa status.

Siblings do join us but admission for siblings is not automatic and all girls must meet the school's entry requirements in order to be offered a place. There is no preferential treatment for girls who already have a sister at the school.

Further details can be found in our Admissions policy available on the website at www.spgs.org/school-policies.

Examination process

Written examinations

Girls will sit short tests in the four subjects they wish to study on **Tuesday 1 November 2016**.

Interviews

Following success in the examinations, girls will be short listed for interviews. You will be notified of the outcome of the examinations by email from **Friday 11 November 2016**, and interviews will be held on **Wednesday 16 November** and **Thursday 17 November 2016**. Interviews will cover each candidate's academic performance and wider interests, and girls should expect to spend half a day at the school.

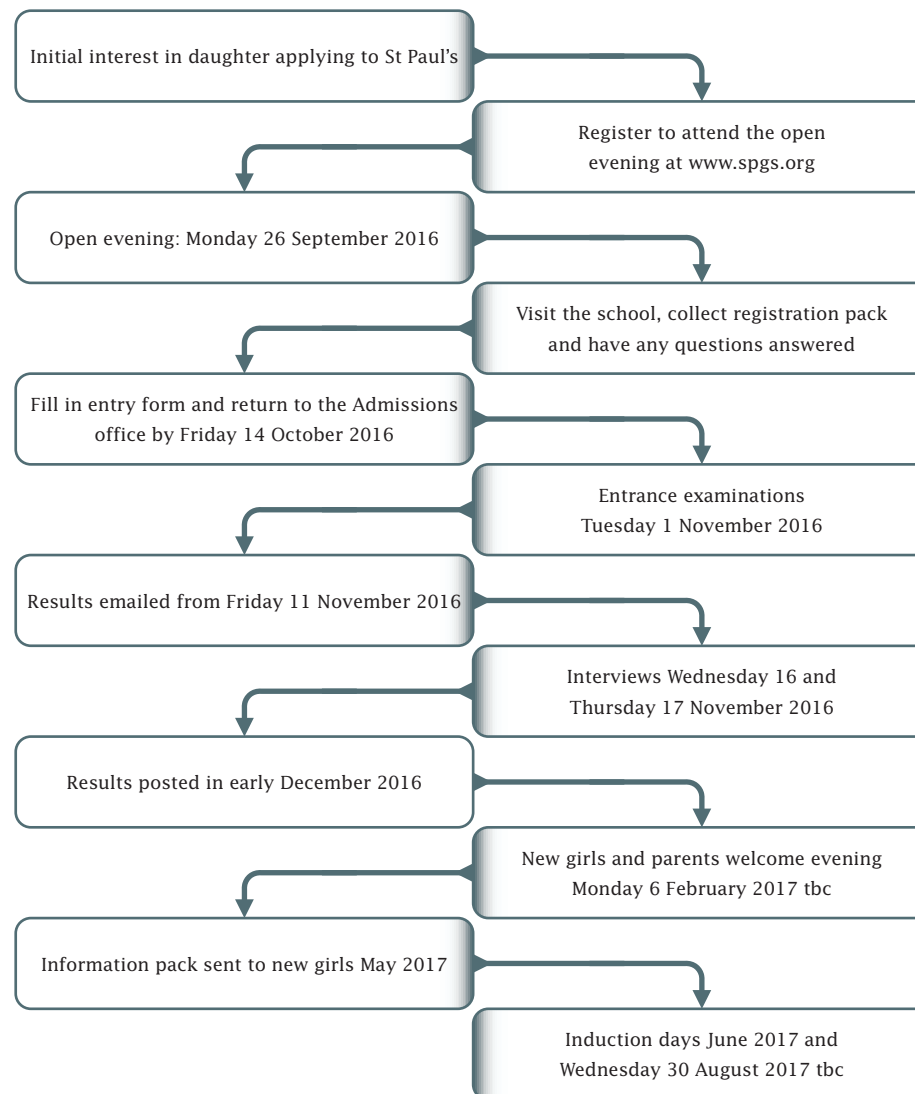
Results

These will be posted in **early December 2016**.

Acceptances to offers should be with the Admissions office as soon as possible and at the latest by noon on **Monday 12 December 2016**, together with a deposit of £4,124 (50% of a term's fees), although reduced deposits apply for successful bursary candidates. An additional overseas deposit is required if one or more of the persons who are jointly and severally responsible for paying the fees is resident outside the United Kingdom.

We will send you a pack of information early in the summer term, together with invitations to various summer term events.

Summary of admissions process YEAR 12



Bursaries and scholarships

Bursaries

A bursary is a means-tested award and its value is related to the income and financial resources of the girl's family. The maximum value of the bursary can be the full published fees.

We have set a target to fund up to 20% of girls through our bursary programme.

Who can apply?

Awards will be offered for girls on entry:

- who meet the school's normal academic and residence requirements
- whose parents have demonstrated their inability to afford a full fee-paying place
- who have normally attended a maintained school (exceptions may be made depending on the individual situation)

Parents are encouraged to contact the Director of Operations if they wish to discuss their application and possible assistance based on their financial circumstances.

Levels of assistance

The level of financial assistance available will be unique to each application, and will range from a part bursary to full 100% remission of school fees. Each year bursaries are reassessed and parents will be required to submit an annual declaration of income and assets. Subject to there being no change in circumstances, the bursary will continue throughout the student's time at the school.

Where a student benefits from 100% support, the school meets the costs of one extra subject such as music or an extra PE activity, school trips or visits of up to a total of £250 per academic year, travel to and from school (where it is not possible for a student to take advantage of the free travel on buses or trams that is offered by Transport for London) and the cost of public examinations. A 100% award

holder will also receive a one off grant of £500 to assist with initial costs and a further grant of £250 at the start of year 10 to assist with the cost of equipment. Every award holder receives an allowance for text books of £225 a year.

How to apply Year 7 entry

Step 1

If you wish to apply for a bursary for year 7, please indicate this on the examination entry form. The deadline for entry forms for September 2017 entry is **Friday 11 November 2016**. The entrance exam will take place on **Monday 9 January 2017**.

Step 2

You will then be asked to complete a preliminary bursary application form, which will take into account capital resources as well as income. The deadline for submission of the application form is **Monday 9 January 2017**.

Step 3

Bursary applications are considered once examinations and interview have taken place and you may receive a home visit by the Director of Operations and a senior member of our academic team to discuss the application in more detail. Home visits will take place in **February 2017**.

Step 4

If your daughter is then offered a place, you will be notified as to whether you will receive a bursary, and for what amount. Offer letters are sent out shortly after the home visits have taken place. The value of a bursary will be confirmed after the completion of an updated annual income assessment form in **Summer 2017**.

If we are unable to offer you a bursary, please be aware that 'a full fee-paying place' is a commitment for up to seven years if your daughter joins at age 11, and continues at St Paul's until the age of 18 years.

Year 12 entry

Step 1

If you wish to apply for a bursary for year 12, please indicate this on the entry form. The deadline for entry forms for September 2017 is **Friday 14 October 2016**. The entrance exams will take place on **Tuesday 1 November 2016**.

Step 2

You will then be asked to complete a preliminary bursary application form, which will take into account capital resources as well as income. The deadline for submission of the application form is **Monday 7 November 2016**.

Step 3

Bursary applications are considered once examinations and interviews have taken place and you may receive a home visit by the Director of Operations and a senior member of our academic team to discuss the application in more detail. Home visits will usually take place in **late November/early December 2016**.

Step 4

If your daughter is then offered a place, you will be notified as to whether you will receive a bursary, and for what amount. Offer letters are sent out shortly after the home visits have taken place. The value of a bursary will be confirmed after the completion of an updated annual income assessment form in **Summer 2017**.

If we are unable to offer you a bursary, please be aware that 'a full fee-paying place' is a commitment for the two years of the senior school.

Enquiries

For further details visit our website at www.spgs.org
Telephone: 020 7605 4881
E-mail: businessdirector@spgs.org

Scholarships

The following scholarships are awarded in year 7:

- Music scholarships are awarded on the basis of practical audition and interview by the Director of Music and other music staff. They are based in the value of lessons in two instruments/voice and are currently worth £1,578 per annum. Music scholarships at 11+ are tenable for five years when scholars will be able to apply for a 16+ (year 12) scholarship for their final two years at St Paul's. (Music exhibitions may also be awarded following the auditions at the discretion of the Director of Music. They are based on the value of lessons in one instrument/voice and are currently worth £789 per annum. As with scholarships, exhibitions are tenable for five years.)

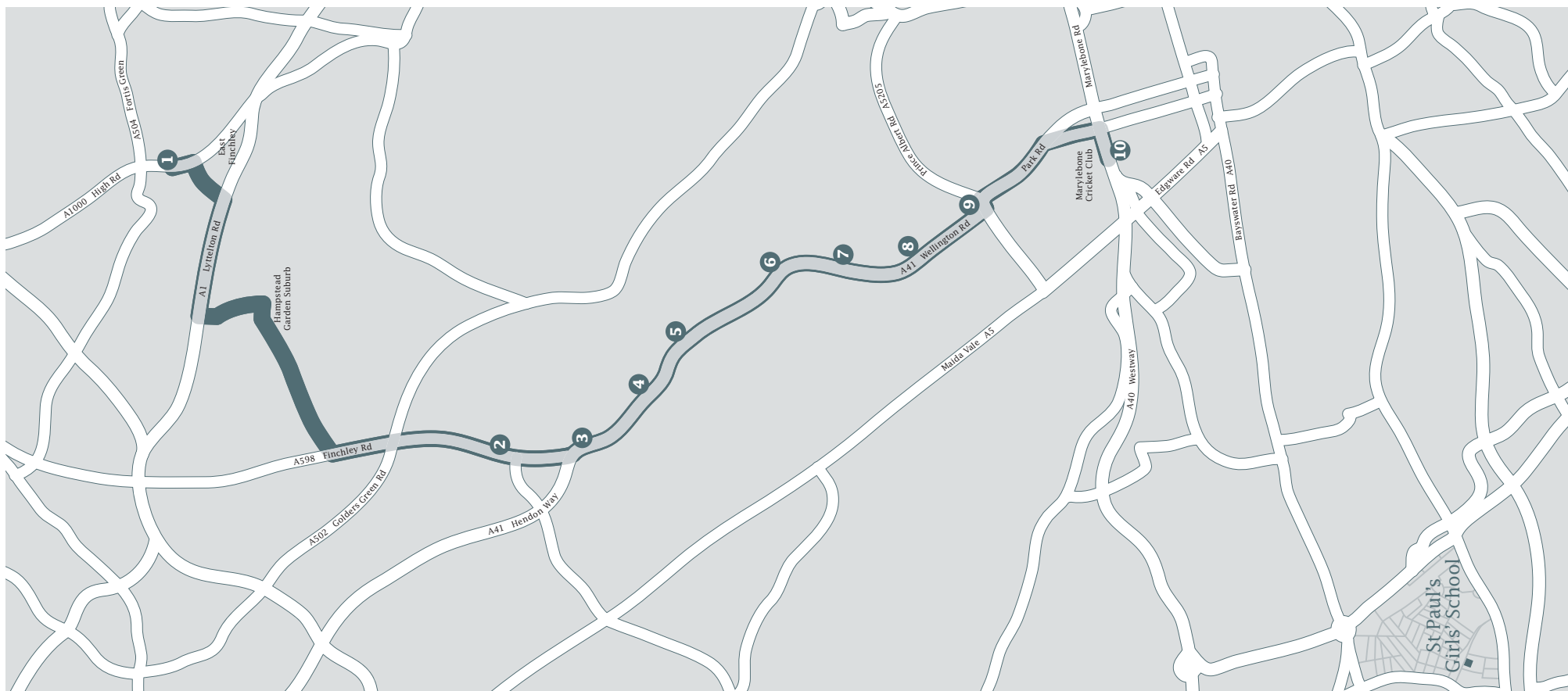
The following scholarships are awarded in year 12 for new joiners:

- Art scholarships are awarded on the basis of participation at a workshop day, including discussion of a portfolio and a short interview, with our Director of Art and other art staff. They are based on the sum of £250 per annum tenable for the two years of senior school, and scholars will play a full and responsible role in the artistic life of the school. (Scholarship candidates will need to be applying to study Art at A level.)
- Drama scholarships are awarded on the basis of an audition, workshop and interview with our Director of Drama and other drama staff to candidates who show outstanding potential as an actor or director. They are based on the sum of £250 per annum tenable for the two years of senior school. (Scholarship candidates will often study Drama at A level, however, those able to demonstrate a significant commitment to co-curricular drama will also be considered.)
- Music scholarships are awarded on the basis of practical audition and interview with our Director of Music and other music staff. They are based on the value of lessons in two instruments/voice and are currently worth £1,578 per annum. (Music exhibitions may also be awarded following the auditions at the discretion of the Director of Music. They are based on the value of lessons in one instrument and are currently worth £789 per annum.)
- Singers of grade 6 or 7 standard who demonstrate a commitment to singing in a choral setting may apply for a music exhibition. They are based on the value of lessons in voice and are currently worth £789 per annum.

Clubs and societies 2016-2017

Athletics	Flute Choir	Netball
Badminton	Football	Origami Club
Baroque Ensemble	French Choir	Paulina Voices
Basketball	French Debating Club	Peer Support
Brass Group	Fun Fitness	Philosophy Society
Bridge	Geography Society	Physics Society
Cantamus	German Culture Club	Psychology Society
Chamber Music Club	Hans Woyda Team	Recorder Group
Chamber Orchestra	Highly Strung	Re-Store
Charities Committee	History and Politics Society	Robinson Society
Chess Club	History of Art Society	Rock Band
Choir – Junior School	Homework Club	Rounders
Choir – Middle School	Interactive Sound Club	Rowing
Choir – Senior School	Italian Culture Club	Russian Short Stories Club
Christian Forum	Japanese Society	Sanskrit Club
Clarinet Ensemble	Jazz Ensemble	Saxophone Ensemble
Classics Club	Jewish Society	School Council
Classics Society	Journalism Team	Science Club
Close Harmony	Junior Art Club	Scuba Diving Club
Codebreaking Club	Junior History Society	Self Defence
Comedy, Commedia and Clown Club	Junior Impro Club	Sinfonia Orchestra
Computer Programming Club	Junior Maths Team Challenge	Slavonic Society
Concert Band	Karate	Space Society
Contemporary Dance	Kickboxing	SPEAC
Costume Club	Kirillitsa	Studio Recording Club
Cover to Cover	Knit and Stitch Club	Swimming
Creative Writing	Lacrosse	Swing Band
Cricket	LAMDA	Technical Club
Cross Country	Law Society	Tennis
Dead Poets Society	Life Class	Theatre Company
Debating Society	Linguistics Club	Theatre Society
Dissection Society	Literary Society	Theology Club
Drama Club	Lower School	Trampolineing
Duke of Edinburgh	Architecture Society	Volleyball
Electric Ensemble	Mathematics Club	Vox Radio
Engineering Education Scheme	Mathematics Society	Waterpolo
Equestrian Society	Medical Society	Wind Band
Feminist Society	Minimus Primary School Latin	Yoga
Fencing	Model UN Society	
Film Society	Natural History Society	
	New Views Playwriting	

The availability of clubs and societies may change year on year. There is a fee for some activities.



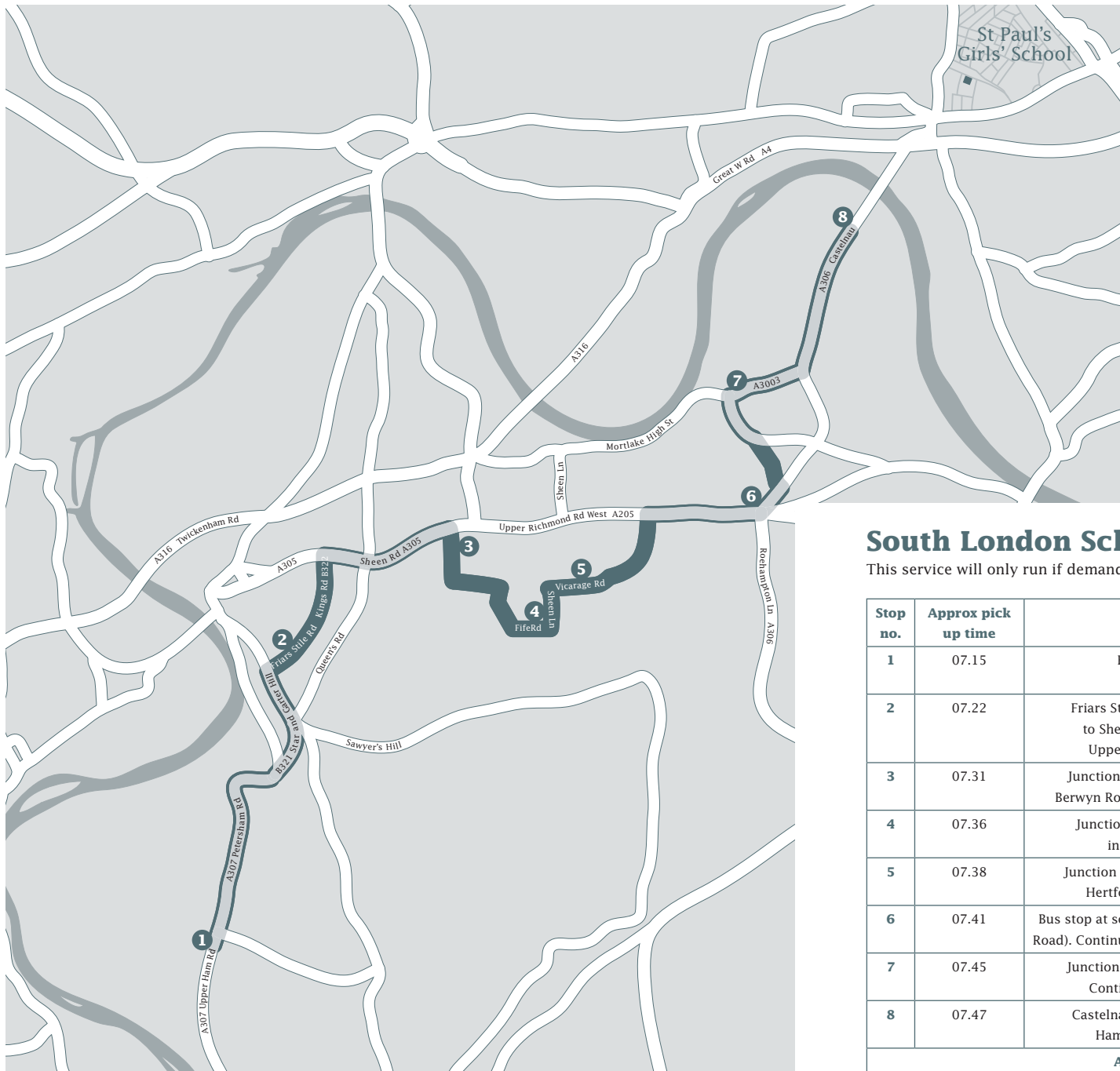
North London School Bus Service

(the route and timings may change year on year)

Stop no.	Approx pick up time	Pick up point	Approx drop off time
1	07.20	East Finchley, bus stop opposite tube station	17.25
2	07.30	Golders Green, on Finchley Road – junction with West Heath Avenue	17.12
3	07.35	Finchley Road, bus stop, Platts Lane	17.07
4	07.38	Finchley Road, south of Heath Drive	17.03
5	07.44	Finchley Road, opposite Finchley Road tube station	16.57
6	07.46	Swiss Cottage, bus stop before one way system (opposite McDonalds)	16.54
7	07.50	St John's Wood, St John's Wood tube station	16.47
8	07.53	Regent's Park, bus stop near Mosque	16.43
9	07.58	Baker Street, first bus stop on Marylebone Road	16.40
Arrival 08.20 St Paul's Girls' School			

The bus will leave the school at **16.20** for the return journey.
The drop off points are at bus stops close to the morning pick ups.

Route outward: East Finchley station, first right into Bishops Avenue, then right onto A1, left into Winnington Road, right into Holne Chase, left into Finchley Road, continue along Finchley Road/Swiss Cottage/St John's Wood/Baker Street. Right junction Baker Street/Marylebone Road, ahead onto Westway, left onto A41M to end, right into Shepherd's Bush Green, left into Shepherd's Bush Road, left into Brook Green, (or left at Hammersmith Broadway into Hammersmith Road then left into Brook Green) set down.



Wimbledon/Putney School Bus Service*

(the route and timings may change year on year)

Stop no.	Approx pick up time	Pick up point	Approx drop off time
1	07.30	Wimbledon War Memorial	16.50
2	07.40	Junction of Larpent Avenue and Hazlewell Road, Putney	16.35
Arrival 08.20 St Paul's Girls' School			

The bus will leave the school at **16.20** for the return journey. The drop off points are at bus stops close to the morning pick ups.

*This route is not shown on the map

South London School Bus Service

This service will only run if demand makes it viable. The service is not running in the academic year 2016-17

Stop no.	Approx pick up time	Pick up point	Approx drop off time
1	07.15	Bus stop at Ham Parade (Upper Ham Road). Continue along Petersham Road.	16.50
2	07.22	Friars Stile Road (junction with Montague Road). Continue to Sheen Road/Upper Richmond Road. Continue along Upper Richmond Road, turn right into Berwyn Road.	16.44
3	07.31	Junction of Berwyn Road and Orchard Rise. Continue along Berwyn Road, left into Christ Church Road, right into Fife Road	16.37
4	07.36	Junction of Fife Road/Sheen Lane (near Sheen Gate). Left into Sheen Lane, then right into Vicarage Road	16.35
5	07.38	Junction of Vicarage Road and Palewell Park. Continue along Hertford Avenue turn right into Richmond Road West	16.33
6	07.41	Bus stop at south end of Rocks Lane (junction with Upper Richmond Road). Continue along Rocks Lane, turn left into Mill Hill/Station Road	16.30
7	07.45	Junction of Nassau Road/Church Road (adjacent to school). Continue along Church Road and left into Castelnau	16.28
8	07.47	Castelnau – First bus stop after Church Road. Continue to Hammersmith Broadway via Hammersmith Bridge	16.26
Arrival 08.10 St Paul's Girls' School			

The bus will leave the school at **16.20** for the return journey, via Hammersmith Bridge and proceeding via Barnes. The drop off points are at bus stops close to the morning pick ups.

Further Information

Results of public examinations

GCSE and A level results for summer 2016 are available on our website:

www.spgs.org/academic/results

or alternatively through the school office.

Policies

Prospective parents should be aware that school policies are available on the school website:

www.spgs.org/school-policies

They are also available from the school office. These policies cover: admissions, anti-bullying, behaviour, complaints, curriculum, educational visits, equal opportunities, fire safety and emergency plan, first aid, health and safety and instruction notices, ICT code of conduct for pupils, learning support (including EAL), managing nut and other allergies, mental health and wellbeing, missing pupil, safeguarding (child protection), supervision of pupils, and terms and conditions – parent contract.

ISI Inspection report 2011

This is available via the school website or at www.isi.net/schools/7035

Staff

Details of the teaching staff employed at the school are available on our website or alternatively from the school office.

Contact details for the High Mistress

Ms Clarissa Farr MA

St Paul's Girls' School

Brook Green

London W6 7BS

020 7603 2288

Contact details for the chairman of governors

The chairman of governors,

The Hon Timothy Palmer can be contacted either at the Worshipful Company of Mercers, Mercers' Hall, Ironmonger Lane, London EC2V 8HE or through the school at the address above.

On our website www.spgs.org you can find much more information about St Paul's Girls' School: what we offer, what it's like being part of the St Paul's community and a lot of other practical information.