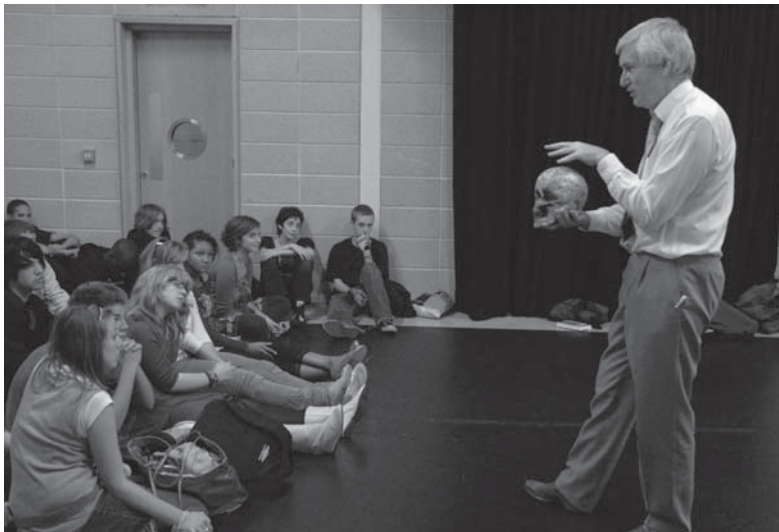


THE BRIT SCHOOL

for the PERFORMING ARTS & TECHNOLOGY

GENERAL INFORMATION
Academic Year 2008/2009





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Admissions Policy & Procedure

1) POLICY

1A ADMISSION: PRACTICAL REQUIREMENTS

i) Age: Students are admitted at:

- 14 years of age for Key Stage 4 (KS4) (after Key Stage 3 (KS3))
- 16+ years of age for Post-16 courses (after KS4/GCSE)
- Applicants who would be 19 or over at the beginning of their course cannot be considered

ii) Numbers: Allocation of places:

- Year 10: approximately 140 students - proceeding to Year 11
- Year 12: approximately 340 students - proceeding to Year 13
- Availability of places for Year 12. Places for applicants from other schools will be dependent on the number of BRIT School Year 11 students admitted to remain for Post-16 study

iii) Catchment Area:

The catchment area for The BRIT School is as shown in Annex A on page 7. The School has a dispensation to take a percentage of students who would particularly benefit from the School from outside the catchment area, providing that they meet the admission criteria (see below) and follow the general guidelines for accommodation (see section 3)

1B ADMISSION CRITERIA

i) The School seeks to admit students who:

- aim for a life in the world of arts, entertainment and communication or related fields
- demonstrate (with evidence) a commitment to the performing, visual and digital arts and their associated technologies, either in performance itself or in associated activities
- demonstrate, during the application procedure, a real determination to study, practise and succeed
- have the stamina and drive for the demanding schedule
- demonstrate to the teachers they meet or work with during the application procedure that they would benefit from the education The BRIT School offers
- if applying for KS4, can show that they are working with commitment in KS3, and if applying for Post-16 courses, can show that they are working with commitment in KS4
- if applying for KS4, are considering a four year commitment to study

NB Passage from KS4 to Post-16 is not automatic.

ii) Equal Opportunities:

The School is committed to equal opportunities and admits students across the full spectrum of academic abilities. The aim is that the School should broadly reflect the community of Greater London. All students have equal access to the curriculum and there is a Learning Support Programme for students with special needs

2) PROCEDURES

2A) WHAT THE APPLICANT MUST DO:

i) Prospectus and Application Form

Students or parents/guardians may obtain a prospectus and application form in any of the following ways:

- by phone, written request or by visiting the School
- by emailing your request together with your name and address to prospectus@brit.croydon.sch.uk
- from their local careers office

- from careers conventions in their school or neighbouring schools
- by attending a BRIT School Open Evening in September (Post-16)/November (KS4)
- by reading and downloading via our website, www.brit.croydon.sch.uk (please note: downloaded applications must be posted, not returned electronically)

NOTE: We strongly recommend visiting the School during an Open Evening before applying. This will enable parent and applicant to understand the way in which the School works.

ii) Specialism

- Applicants must apply for a specified Strand. All further arrangements in relation to an application will then be based on this initial choice. If the application is successful the applicant will then choose two options at KS4 and an additional study at Post-16
- Should a student wish to change her/his specialism Strand choice, the student must start the application procedure again, send in a letter stating the new specialism choice and enclosing a revised section 7 of the application form
- Applicants whose applications are not successful at any stage may not apply for a different Strand unless specifically recommended by the School in writing.

iii) Returning the Form

- Application forms are available with the new prospectus at the beginning of September. Applicants who wish for an early response are encouraged to apply well before 23 November 2007 (Post-16), 8 January 2008 (KS4); this also helps the administration of the applications procedure
- We recommend that applicants obtain proof of postage when sending an application as The BRIT School cannot be held responsible for non-delivery of applications. Date stamped envelopes will not be considered proof of postage as they are often illegible
- Application forms must be completed in accordance with the instructions on the form, and must be returned to the School. Where applicants have completed a stamped addressed reply card, this will be returned to acknowledge receipt of the application form. When the form is processed applicants submitting incomplete applications will be sent a letter informing them their application is incomplete and requesting the information that is still required. The application will not be treated as received until this information is supplied. Applicants who have been home tutored and therefore do not have a school report must contact their Local Authority for an assessment showing their educational progress.

Please read the application form carefully and ensure all information is complete and the relevant documents enclosed, to avoid disappointment

- All applications received by the relevant deadline will be dealt with entirely on their merits
- Applicants who do not submit a complete application in time to be received by the relevant deadline might find that all places in their chosen specialism have been allocated. If, on receipt of an application, all places in the chosen specialism have been allocated, or it appears from the number of applications already underway that all places are likely to have been allocated by the time these applications have been assessed, the application will be placed on a waiting list without being assessed. If places become available before the start of the academic year, applicants on the waiting list may be invited to continue the procedure as outlined in 2B) and 2C) overleaf

Recent experience shows that applications for Dance, Music, Musical Theatre, Theatre and Visual Arts & Design should be sent as early as possible. Recruitment for Broadcast and Digital Communication (Media) and Technical Theatre is usually slower; however we do still encourage applications to be sent as early as possible, as they are still oversubscribed.

2B) PROCEDURE FOLLOWING THE SCHOOL'S RECEIPT OF THE APPLICATION FORM

- All application forms (except those received after the relevant deadline for Strands in which there is no longer any space available) will be reviewed against the criteria in section 1B(i) and applications which clearly do not fulfil these criteria may be unsuccessful at this stage
- Depending on which specialism has been applied for, students will be invited to participate in workshops, auditions or meetings with at least two members of The BRIT School staff, usually followed by a structured discussion
- The applicant will be informed of the format two weeks before the due date and whether s/he has to prepare anything or bring anything to the session
- All applicants for a particular specialism will go through the same procedure (e.g. all dance students will have a workshop, all art students a viewing of work and a meeting)
- The session, whether it is workshop, audition or meeting, is intended to be with, and for the benefit of, the applicant. Therefore, parents/guardians are requested not to participate. However, parents/guardians of KS4 applicants are expected to attend the structured discussion which may follow in case practical issues of travel, accommodation and attendance need to be discussed. Parents/guardians of Post-16 applicants are also welcome to attend this structured discussion
- The cycle of workshops/auditions/meetings will start in January 2008 and then continue up to the end of March. Additional dates may be added after this, depending upon application numbers

2C) PROCEDURE FOLLOWING WORKSHOP/AUDITION/MEETING

After each workshop/audition/meeting, decisions are made by a panel of staff, including those who have met the applicant, with a senior curriculum manager. The decision to offer a place is based on the criteria outlined previously, and on reports from current schools. Where there are two stages to the process within the same day with some applicants not progressing to the second stage, unsuccessful applicants will be informed orally at the time, with a letter of confirmation within 15 days. In the case of musical theatre, where there is a gap of a few weeks between stages, applicants will be informed by letter. All other students will be informed by letter of the outcome as follows:

- an offer of a place, conditional on successful completion of the relevant key stage (see 3 iii below), OR
- an offer with special medical conditions attached (see 3 iii below), OR
- a place on the reserve list, OR
- a decision not to offer a place (brief written feedback can be provided on written request)

NB. All decisions will be sent at the end of March, irrespective of workshop dates. Applicants will not receive a final decision until 31 March (Post 16) or April (KS4). If you have attended a workshop/audition, we politely request you do not contact Student Services until after these dates.

2D) PROCEDURE FOLLOWING AN OFFER

Offer letters are sent as soon as decisions are finalised. Applicants are given a date by which written acceptance of the place offered must be received by the School. If the applicant fails to accept the place by the due date, it will be assumed that s/he has refused the place.

3) FURTHER GUIDELINES

i) **Issues of Accommodation**

The BRIT School is a day school. It is not responsible for the supervision of students outside of school hours. It has a large catchment area and its day is longer than many schools'. Students should preferably live within approximately one hour's travelling distance from school.

- KS4 students are discouraged from moving away from home to achieve a one hour's travelling time, except when accommodation can be found with close relatives, who must then take on the day-to-day support of the student at the School
- Post-16 students may live away from home if necessary, but parents must take responsibility for their accommodation being satisfactory, and make sure that the day-to-day support for the student is in place

ii) **Terms**

The BRIT School year consists of 5 terms of approximately 8 weeks, so BRIT School holidays do not always coincide with other institutions: The BRIT School does not give permission for BRIT School students to take vacations during term time.

iii) **Offers of Places**

- Offers of places at The BRIT School are made during the preceding academic year. Therefore, it is important that the applicant, having been offered a place, does not drop her/his current standards of work and commitment in the school s/he will be leaving to join The BRIT School
- Offers of places at The BRIT School are contingent on the previous Key Stage having been completed: i.e. in the case of KS4 applicants, KS3 must be completed; in the case of Post-16 applicants (including BRIT School internal applicants) KS4 must be completed
- If there is doubt as to the student's medical capacity to undertake a course, an offer may be contingent on the results of a medical assessment.

iv) **Conclusion of Further Guidelines**

It is essential that the above guidelines are understood and acted upon to enable the student to concentrate on his/her studies. Failure to do so could result in a student not being admitted to the School.

IMPORTANT: FURTHER READING

Parents/guardians and applicants are requested to read the Admissions Appeals Policy, which follows this policy.

ANNEX A - CATCHMENT AREA

The School's authorised catchment area is: All of Greater London

EXCEPT: Postal districts CM13 & 14; EN 4 - 8; HA1 - 8; RM 1 - 7, 11, 12, 14, 15; UB8 - 10; WD2, 3 & 6.

AND INCLUSIVE OF: Postal districts BR6 & 8; CR0, 2, 3, 5, 6; DA1, 2, 4, 5, 9, 10, 14; KT4, 6, 9, 17 - 21; RH1, 2, 6 - 11; SM2, 3 & 7; TN13, 14, 16 outside of Greater London.

In addition the School may take up to 10% of students, who would particularly benefit from the School, from outside the catchment area.

Admissions Appeals

POLICY

The objectives of the Admissions Appeals Policy and Procedure are to ensure that:

- a) applicants are given a second chance
- b) the School's admissions appeals procedures are clear
- c) throughout the process of admissions the proper procedures are followed

PROCEDURE

Stage 1:

If an applicant appeals against a decision not to be invited for a workshop/audition and meeting, their application form will be reviewed by a senior member of staff, who will either confirm the original decision or move the application to the next stage.

If, after the first meeting/audition/workshop, an applicant is not offered a place, or a place with special conditions, the applicant may write to 'Admissions, Student Services', and ask for a second chance. These letters must outline the reason for the appeal and why they feel they ought to be offered a second chance. This must be received within 14 days of the decision being communicated.

We recommend that applicants obtain a proof of postage when sending an appeal letter as The BRIT School cannot be held responsible for non-delivery of appeal letters. Date stamped envelopes will not be considered proof of postage.

The applicant will then automatically be offered a second-chance workshop or audition or meeting in the presence of a teacher and a member of the Senior Management Team.

During the first and second-chance workshop/audition/meeting, the School will use its professional judgement of applicants, based on the criteria laid out in the admissions policy.

Stage 2:

If, after the second-chance workshop/audition/meeting, an applicant is not offered a place or a place with the special conditions referred to in the General Guidelines of the Admission Policy, and the applicant believes that this is because the admissions procedure has not been properly and fairly applied, s/he may:

- appeal in writing to the Chair of Governors
- send this appeal letter to arrive at the school within fourteen days of the decision being communicated to the applicant
- in the case of KS4 applicants, the parent/guardian must write the letter
- in the case of Post-16 applicants, the applicant must write the letter
- the appeal letter must state clearly the grounds for appeal, detailing the way in which the School's admissions procedure is believed to have been applied improperly

We recommend you obtain proof of postage for all appeals correspondence.

The School will then send a letter from the Chair of Governors acknowledging receipt of the appeal. If s/he is not satisfied that the appeal is made on an allowable basis (ie failure by the School to follow its published admissions procedure) s/he will write to say this and there will be no further consideration of the matter. Appeals made on an allowable basis will be referred by the Chair of Governors to a panel of three people, which may include the Chair of Governors. After careful consideration of the procedures followed, the panel will decide whether to:

- uphold the original decision **or**
- refer the application back to the School to be considered afresh

The decision of the Chair of Governors/panel is final and will be communicated in writing.

The School aims to prepare students for the world of work and further study by providing them with the skills, information and experiences to make informed choices about their future. 72% of students who left in summer 2006 went into entertainment, music and media industry employment and courses. Typical routes include: professional actors, dancers and musicians; stage management; working for film and record companies; technical road-crew; recording studio work; camera operating; songwriting; arts administration; web design and teaching.

Some vocational courses do not attract Government support for course fees. Our sponsor, the British Record Industry Trust, has very generously provided funds since 2001 to help a number of students leaving the School to go to courses of this nature, and we expect this to continue. These scholarships are called the Obie Bursaries, commemorating Maurice Oberstein, a leading figure in the record industry who died in 2001.

All students get an opportunity to experience the world of work at KS4 levels; this experience is often related to the student's specialism.

Student destinations summary 2006

Category	Entertainment Industry Related	Other Industries	Total Numbers
Higher Education	119 (43%)	3 (1%)	122 (45%)
Further Education	39 (14%)	3 (1%)	42 (15%)
Employment	42 (15%)	24 (9%)	66 (24%)
Unemployment	-	-	3 (1%)
Lost Contact	-	-	23 (8.5%)
Gap Year Travels	-	-	19 (7%)
Totals	200 (72%)	30 (11%)	275 (100%)

- 59% of Year 13 and 14 students went into Higher and Further Education of some type including vocational training
- 97% of Year 11 students went into Further Education (almost all on BRIT Post-16 courses)
- 7% of Year 13/14 students said they were taking a gap year (or two) before continuing to full time employment, or longer term employment or education. Hence short term or part-time employment or education may be one of the recorded activities for this group, though frequently they may just be 'travelling'
- 1% of the total group were unemployed when data was collected
- The most popular destinations for BRIT School students going into Higher Education were Westminster University, Kingston University, Rose Bruford College, Roehampton University, Bird College and Central School of Speech and Drama.

Term Dates and Open Evenings

Term dates 2007/2008

Term 1 (Autumn)

Tuesday 28 August 2007 - Friday 12 October 2007

Term 2 (Christmas)

Monday 29 October 2007 - Friday 21 December 2007

Term 3 (Winter)

Monday 7 January 2008 - Thursday 7 February 2008
Tuesday 12 February 2008 - Friday 7 March 2008
(Easter 21 - 24 March 2008)

Term 4 (Spring)

Tuesday 25 March 2008 - Friday 16 May 2008

Term 5 (Summer)

Monday 2 June 2008 - Friday 25 July 2008

2008/2009

Term dates for the academic year 2008/2009 are not finalised. However, for planning purposes, please note that they will start and end during the same week range and follow a similar pattern as the 2007/2008 term dates.

Open Evenings for entry in 2008

Thursday 27 September 2007

Year 12 entry ONLY

From 5:30pm to 8:30pm

Wednesday 21 November 2007

Year 10 entry ONLY

from 5:30pm to 8:30pm

For further information please contact the School.

PUBLIC TRANSPORT

Train Services:

Selhurst, Norwood Junction and East & West Croydon stations (change at East or West Croydon for Selhurst Station).

Customer enquiries number:

08457 484950

Tram Link:

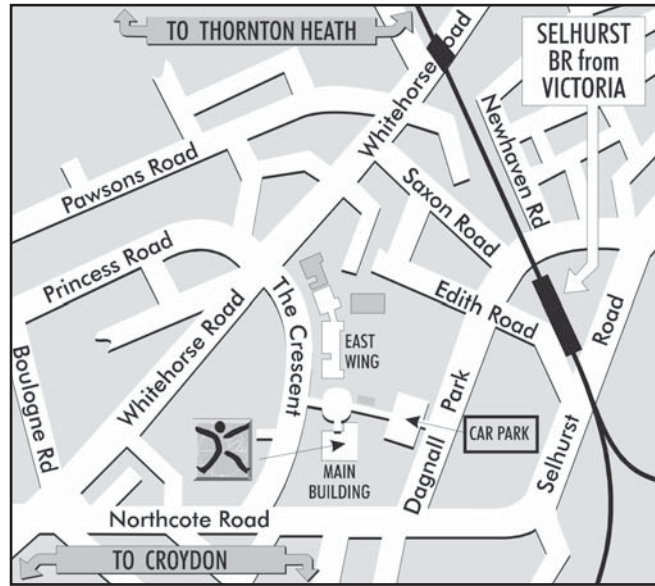
Change at East or West Croydon for Selhurst Railway Station, or West Croydon for bus services. The BRIT School is only a short walk from Selhurst BR Railway Station and is well signposted.

Buses:

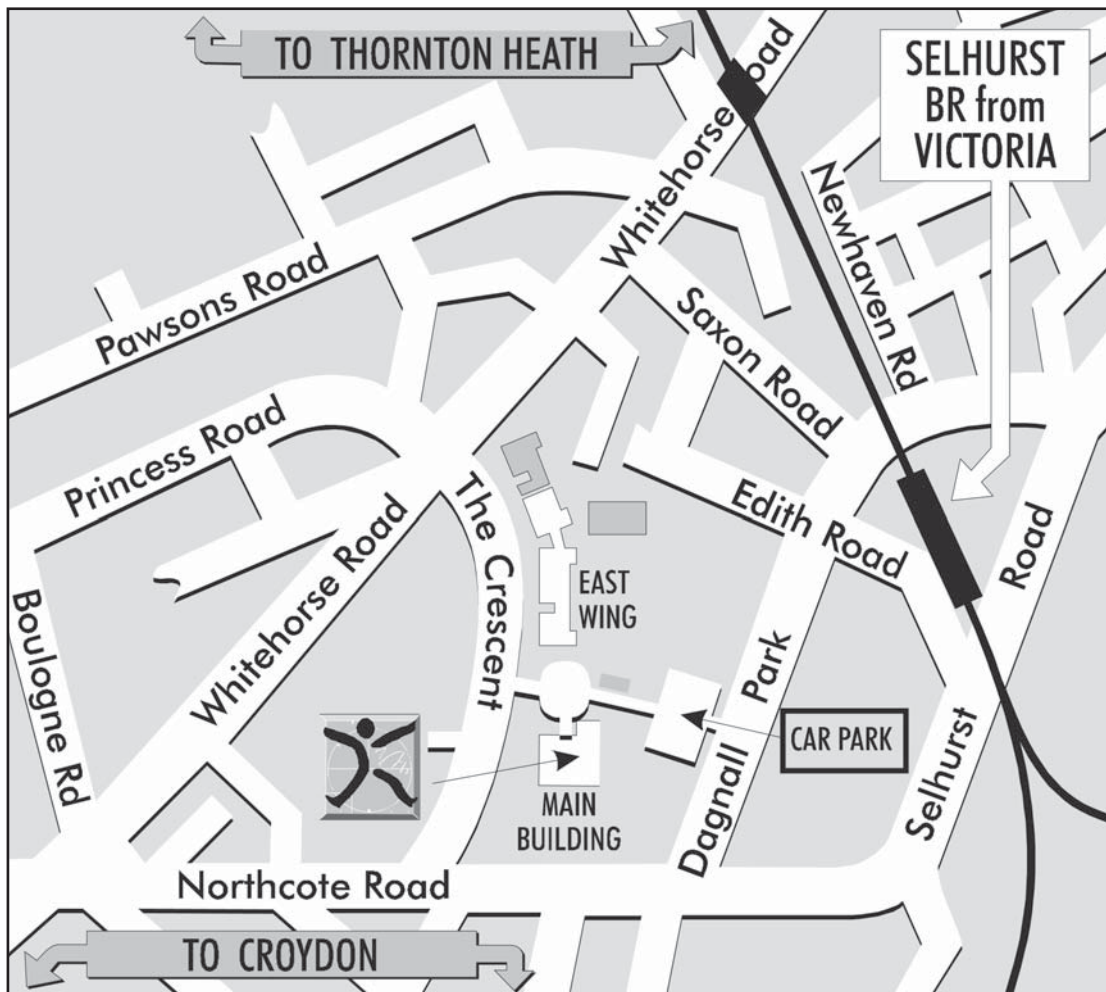
75 & 157 available from Norwood Junction, 75, 157, 50 & 468 from West Croydon.

London Transport Customer

Services number: 020 7222 1234



Car parking is via the entrance in Dagnall Park



In Term 5, students participate in a week-long Festival at the school. This selection of pictures show the range of performance and display, developed over the 4-day period

