Primary Years Programme Application Requirements

Kensington and Hampstead campuses, EC3 – Grade 5
(ages 2* to 11)

Applications must be completed in English and submitted via our [online application system](#). There is a £250 application fee for each child's application that must be paid at the end of the application.

In order to complete your application, you will need to complete the following items:

- **Parent's statement** – Provide a minimum of 200 words explaining why you would like your child to attend Southbank. You may want to draft this in advance. We require one parent statement per child's application.

- **Student's essay** – Your child will be required to submit one of the below depending on the grade your child is applying for. They must use the official template provided our online application system. This must be uploaded in the document upload section. You can also download a copy from our application system once you get to the document upload section.

  - Students applying to EC3 and EC4 must provide a drawing.
  - Students applying to Kindergarten and Grade 1 must provide a drawing with a brief unassisted comment about the drawing.
  - Students applying to Grades 2, 3, 4 and 5 must submit a **handwritten**, unassisted essay using Southbank's official form (provided on our online system).

- **One teacher reference** – You will need to provide the details of one teacher for a reference. Please have the full names and email addresses of your child's teachers to hand. We advise that you inform them to expect a reference. The reference is confidential and will be generated and sent by our online application system.

- **School/nursery reports** – We require reports from the last two years (if possible). They must be collated into one PDF document and they must be

translated into English if they are currently in another language.

- **Any relevant supporting documents** – If you have any supporting documents such as test results, educational psychologist reports, medical information, special learning needs assessment results, etc please have them ready to upload. All documents need to be collated and in a PDF format.

- **A copy of your child's passport –** Please provide a colour copy of your child's passport.

- **A copy of both Parents passports –** Please provide a colour copy of both parent's passports.

- **English Test -** Students applying to Grades 4 and 5 will be asked to complete an online English assessment if their native language is not English.

- **Financial responsibility form** – This is to be completed by the parent's employer, if they are paying the fees. Please contact the admission team for a copy of this form.

- **Application Fee –** A £250 application fee is required for each child. The bank details are available at the end of the application form. We do not currently accept Credit or Debit cards.

Please note an application is considered complete once we have received the application fee and the completed references back from your nominated teacher. The application will then be sent to the admissions committee for review.

If you have any questions during the application process please contact the admissions team: admissions@southbank.org +44 (0)20 389 01969