



University Open Days and Interviews Policy

Policy number	US028
Applies to	Upper School
Endorsed by	Head Master
Responsibility	Head Master
Date reviewed	January 2024
Next review	January 2025

University Open Days and Interviews

Bedford School recognises the importance of University Open Days and supports students who wish to visit potential universities prior to application. To ensure that impact on the life of the school is kept to a minimum, the following guidelines exist:

- Pupils are allowed a total of three leaves of absence for university open days prior to making their university application.
- Whenever possible, visits should be made during school holidays.
- Open day visits can be taken during the second half of summer term only with no additional open day visits allowed for Oxbridge candidates.
- Any pupil wishing to go to more open days must make an official request to the Head of Careers and UCAS via the proper channels (see below).
- Post-application, a leave of absence will be granted to anyone who has an interview or is invited to an offer day at an institution to which they have applied.

All applications for leave of absence must be submitted at least three days in advance by filling in the appropriate Leave of Absence form available [here](#). Applicants must then discuss their request with their Tutor, with respect to missed lessons and commitments.