



BEAUDESERT PARK SCHOOL

ADMISSIONS POLICY

Beauesert Park School ("the School") is non-selective academically. Individual needs are taken into account to ensure children can access all areas of the curriculum leading to Common Entrance.

This policy can be made available in large print or other accessible format if required.

ENTRY PROCEDURE

The usual points of entry into the School are from four years of age (Reception) and at seven years of age (Year 3). The School also operates a Nursery taking children from the term in which they turn three. The School may also have places available at other ages. Please contact the School Secretary for details.

Applications for admission are acceptable all year round. The application for admission form is at the end of this document or can be downloaded from our website.

EQUAL TREATMENT

We welcome children from many different ethnic and racial groups, backgrounds and creeds. All candidates for admission to the School will be treated equally irrespective of their, or their parents', race, language, religion, national or social origin, culture, gender or academic ability.

SPECIAL NEEDS

The School does not unlawfully discriminate in any way regarding entry. The School welcomes pupils with disabilities and/or special educational needs, providing the School can offer them any support that they require to access all areas of the curriculum and cater for any additional needs and that our site can accommodate them.

The School needs to be aware of any known disability or special educational need which may affect a child's ability to participate in the admissions procedure and take full advantage of the education provided at the School. We strongly advise parents of children with special educational needs or physical or mental disabilities to discuss their child's requirements with us before completing the application form so that the School can make adequate provision for him/her. Parents should provide a copy of an educational psychologist's report or a medical report if they have one.

The School will discuss thoroughly with parents and their medical advisers the adjustments that can reasonably be made for the child if he/she becomes a pupil at the School.

Similarly, if special educational needs or a disability become apparent after admission, the School will consult with parents about reasonable adjustments in order to allow the child to continue at the School.

THE ASSESSMENT PROCESS

While broadly speaking the School is non selective, the Headmaster may ask to meet a prospective candidate for a brief interview and conduct such tests as may be deemed appropriate. Children who receive learning support will be asked for an assessment with our Learning Support department. The School may also require further information including a report from the present school, if applicable before a place is offered.

Prospective parents and their children are invited to visit the school and meet the Head. Parents are then encouraged to register their children by completing and returning either a Nursery Registration Form or an Application for Admission Form, together with the relevant fee.

SIBLING POLICY

Most siblings join us at Beaudesert Park. However, admission is not automatic and there may be occasions where the School judges that a sibling is likely to thrive better in a different academic environment.

OFFER OF A PLACE

If offered a place at the School, parents are asked to confirm their acceptance by signing the Entry Form and returning this to the School with their Acceptance Deposit, thereby entering into the Parent Contract and accepting the School's Terms and Conditions, a copy of which will be provided with the Entry Form.

Children entering Nursery or Reception are invited to spend a morning in the Pre-prep during the summer term. All other children joining the School are invited to spend the day in their appropriate year group to familiarise themselves with the School. .

The Head or the Head of Pre-prep (where necessary) will make contact with fellow Heads when children transfer between Independent schools. In addition the Head of Pre-prep will make contact or receive reports from Nursery schools prior to the Reception children starting.

All parents will receive the relevant Year Books for the Prep school and Pre-prep Handbooks and forms in the term prior to starting at Beaudesert Park School.

BURSARIES

Subject to the balance available in the Bursary Fund, the School offers means tested Bursaries each academic year commencing from Year 4. Application forms can be obtained from the school office and should be submitted by the end of November each year. Assessments will take place in February for Bursaries to be awarded for the

following academic year. The decision for allocating Bursaries is undertaken by the Governing Body on the recommendation of the Governance & Compliance Committee.

Bursaries are always offered for 12 months at a time. The family is required to provide fresh information about its circumstances for every year that their child attends the School. Levels of support may vary with fluctuations in income or wealth.

The School's expectation is that parents who do not choose to apply for a Bursary at the time that they register their child will not require financial support throughout the time that their child attends the School, except in wholly unforeseen circumstances.

Our bursary policy can be viewed on our website or can be obtained from the school office.

COMPLAINTS

The School hopes that parents and pupils do not have any complaints about the School's admissions process; but copies of the School's Complaints Procedure are available on our website and can be sent to parents on request.

This policy is available to parents of pupils and prospective pupils.

All admissions are subject to availability of places in the School. It is important to contact the School Secretary to see if there are any places available in a particular year group.

Authorised by	C Kay <u>Chair of Governance & Compliance Committee</u>
Date 20 th November 2018	
Approved by	M Pyper <u>Chair of Governors</u>
Date 20 th November 2018	
Last Reviewed	November 2017
Next Review	November 2019



BEAUDESERT PARK SCHOOL

Application for Admission

Pupil's first name (in full) _____

Surname (in BLOCK letters) _____

Date of Birth _____ Religion _____ Nationality _____

To be entered for September 20 _____ For the Nursery (Pre-Reception Year)

To be entered for September 20 _____ For the Pre-prep

To be entered for September 20 _____ For the Prep School

Father's name (in full) _____

Address _____

Postcode _____

Telephone _____ Mobile _____ email _____

Father's Profession _____ Business Name _____

Business Address _____

Postcode _____

Business Telephone _____ email _____

Mother's name (in full) _____

Address (if different from above) _____

Postcode _____

Telephone _____ Mobile _____ email _____

Mother's Profession _____ Business Name _____

Business Address _____

Postcode _____

Business Telephone _____ email _____

Name and Address of present school _____

Headmaster/Headmistress _____

Does your child have any special educational needs or disabilities?

No

Yes

If yes please provide a copy of any assessment report or further information with this Application for Admission

For what Public School has your child been entered? _____

Please advise the School of any changes to contact details.

Signature of Parent or Guardian _____

Date _____

A cheque for the registration fee of £50.00 should be enclosed (non-refundable) or payment by Bank Transfer to Lloyds TSB:

Please give your child's surname as a reference.
Account: Beaudesert Park School Trust Ltd
Account No: 01727612
Sort Code: 30-98-29

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