

REDCOURT ST ANSELM'S



POLICY FOR ADMISSIONS

REVIEW DATE: OCTOBER 2017

R Jones
September 2017

This policy has been written in consultation with staff and Governors of Redcourt -St Anselm's and with reference to our Mission Statement:

“Growing Together in God’s Love”

References

Independent Schools Inspectorate Regulatory Requirements
Education Act 2010,
Equality Act 2010
0-25 SEND Code of Practice 2014
KCSiE 2016 Part 1 including Annex A
Working Together 2017

Read with reference to:

Reaching Out - Essentials of an Edmund Rice Education
Mission Statement document
School Information and Agreement
Whistle Blowing – Raising Reasonable Concerns about Professional Malpractice Policy

Redcourt St Anselm's seeks to promote fundamental British values at every opportunity having due regard for the need to prevent people being drawn into radicalisation and terrorism.

Principles

Redcourt School is an independent Catholic Day Preparatory School for children aged 3 - 11. The School does not discriminate on the basis of race, disability, national or ethnic origin in its admissions procedures.

Our aim is to provide each and every child with a sound academic education in an environment which is explicitly Christian and where discipline and care go hand-in-hand.

Admission Eligibility

Children can enter the school after they attain their third birthday, passing through:

- Foundation Stage 1 (attendance can be full time or part time) at 3+ on September 1st
- Foundation Stage 2 at 4+ (attendance is full time), fees charged in full but we will accept the Early Years Grant against the fees, where applicable.
- Year 1 at 5+
- Year 2 at 6+
- Year 3 at 7+
- Year 4 at 8+
- Year 5 at 9+
- Year 6 at 10+

Places are allocated on a first-come first-served basis unless, in the opinion of the Headteacher, there are strong reasons to believe that the pupil's best interests would not be best served by attending Redcourt. Parents are advised to accept a place at the school as soon as possible.

Parents of Nursery/Foundation Stage 1 children are welcome to visit the school by appointment during the school day, or on Open Days as advertised.

Children who attend the FS1 are guaranteed a place in FS2 assuming nothing occurs during the FS1 stage to suggest to the School that the child should be educated elsewhere.

Entry at 5+ starts with a 'day visit' arranged via the Headteacher. New pupils are welcomed at any time during the school year if there is a vacancy available

The Headteacher's decision in accepting or refusing a candidate into the School **is final**.

A small discount on sibling fees operates provided 3 or more are in full time attendance. The third child, whilst two older siblings are in full time attendance, will be given a 50% discount. Early Year grants are available through Local Authority scheme for 3 and 4 year olds.

It must be stressed that St Anselm's College, established as a Catholic Grammar School for boys, is an entirely separate school to Redcourt—St Anselm's. Admission to Redcourt is no guarantee of a place being offered at St Anselm's College or any other secondary school.

Redcourt St Anselm's is a non-selective entry inclusive school, therefore no guarantees are offered that its pupils will attain an offer of a place at a selective Secondary School.

Application Procedure

Parents are advised to complete an application form for admission as soon as possible as places are in demand and are over-subscribed. The application form must be fully completed and be returned to the Headteacher.

It is of great importance that a parent informs the School on the application form should a prospective pupil be disabled under the definition of the Disability Discrimination Act 1995 and thereby is likely to require special assistance or reasonable adjustments under the Act.

Applicants will receive acknowledgement of their application as soon as is reasonably practicable.

Shortly thereafter the Headteacher will indicate:

- (a) the child is required to attend an interview and/or assessment
- (b) the child has been accepted or not

Parents will be requested to indicate their acceptance of a place within 7 days of receiving the offer of a place. They will be required to complete and return an acceptance form together with a non-refundable deposit cheque , the amount of which will be stipulated on the form , which will then be set off against the first term's fees. The parents will be asked to confirm on the acceptance form that they agree to the offer of a place on the basis of acceptance of the School's conditions and Rules and Regulations. In addition parents will be asked to complete forms providing details about their child to enable the School to prepare for the child's entry.

Fee Relief

The Governing Body of the school aims at all times to keep fees at a reasonable level. Parents who find it difficult to make fee repayments should always raise the issue with the Headteacher and/or Governing Body.