

# **Farrowdale House**

INDEPENDENT PREPARATORY SCHOOL

## **Admissions Policy**

### **Introduction**

Farrowdale House School applies the regulations on admissions fairly and equally to all those who wish to attend this school.

### **Aims**

We seek to be an inclusive school, welcoming children from all backgrounds irrespective of ethnicity, disability, gender or background.

All applications will be treated on merit and in a sensitive manner.

The only restriction we place on entry is that of number. If the number of children applying for entry exceeds the places available, we adopt the procedure set out below.

### **How parents can apply for their child to be admitted to our school**

Any parent can apply for a place for their child at Farrowdale, so long as the child will be between the ages of 3 and 11 at the proposed date of entry. The parent will then be contacted to arrange a mutually suitable date for the child to come and spend some time in the class they would join. We do not have an entrance examination but your child will be assessed for their ability to cope with the work in that class. This assessment would usually be done by the class teacher, in a sensitive way, so as not to put undue stress on your child. The visit can last half a day or a full day, depending upon your wishes and we try to let your child have a real experience of life at Farrowdale.

For children whose parents wish them to join our Early Years class, an application form may be filled in and their names will be added to the list for entry in that year. We still ask parents to bring their child in for an assessment but in this case it is to find out if the child is able to cope with a full school day and the routines of a school. We wish to make the child's entry into school as smooth and untraumatic as possible, so that the start of their school career is a happy one.

After the visit then a decision on the offer of a place will be made no later than 7 days following but you will usually be notified either the same day or the day after. In reaching a decision we will be conscious of the school ethos which states that 'we want every child to be happy at school and so give them every opportunity to reach their potential'.

We welcome all children into our school for a taster day. Your child will be offered a place if we feel we can meet their needs well.

## **If a child is not offered a place**

If we do not offer a child a place at this school, this will be for one of two reasons. Either the class for that child is already at its maximum in which case a parent may choose to place their child's name on the waiting list or we do not feel that the child would benefit from an education at Farrowdale.

We endeavour to explain to parents our reasons for not making the offer of a place and in some instances we will advise parents on what they could do to improve their child's chances of a place if parents wish to re-apply at a later date. The decision is final and no appeal may be made.

## **Sizes of classes**

We teach children in the Early Years Foundation Stage in two classes. The Reception class (for children who will attain the age of 5 before August 31) and the Pre-School children (for children who will attain the age of 4 before August 31).

The maximum class size in Year's One to Six is 15.

## **Monitoring and review**

This policy will be reviewed annually, or earlier in the light of any changed circumstances.

Signed: S.Hall  
Z.Campbell

Date: March 2020