

## ADMISSIONS POLICY

Written by	<b>Registrar</b>
Date for Review	<b>January 2019</b>
Signed – Chair of Governors	
Signed – Headmaster	
ISI Codes	<b>A1 &amp; E10</b>

***This policy is applicable to all pupils, including those in the EYFS.***

Sherborne Preparatory School is non-selective. Our pupils and staff do not experience inappropriate discrimination because of differences arising out of gender, pregnancy or maternity, disability, race, religion or belief, cultural background, linguistic background, educational need, sexual orientation, gender reassignment or sporting ability. These factors are taken into account in the care of all our pupils, so that care is sensitive to different needs.

- a. Entry is at the discretion of the Headmaster, following screening tests and an interview with the parents and pupil, and consideration of the prospective pupil's last school report.
- b. Children in need of learning support are accepted and supported depending on need; individually, within the class or in groups, provided that we are able to cater for their specific needs in a classroom setting.
- c. Children are accepted at any time during any term on the condition that space is available.
- d. Conditional places are offered upon receipt of a completed registration form and registration fee. Places are confirmed upon receipt of a deposit and completed acceptance form.
- e. Where there are no places available, a child's name may be placed on the waiting list upon payment of the registration fee.
- f. Parents are required to indicate circumstances concerning health, educational or family background, or difficulties with learning on the registration form. Where such information gives cause for concern, the School will discuss with the parent the extent to which it hopes to meet the child's needs.
- g. Wherever possible, prospective children are given a tour of the School and are invited to spend a day (and a night, if applicable) at the School. The main aim of such visits is to ensure that the child has an enjoyable experience, whilst becoming familiar with some of the faces and places s/he will meet when joining the School.
- h. Boarders are only accepted if the Headmaster is satisfied that the child wishes to board. Parents whose children are clearly unsuited to boarding or who express a clear wish not to board are encouraged to reconsider.

- i. There are no specific quotas allocated to day children, boarders or weekly boarders, nor to girls or boys. However, it is our intention to retain sufficient full boarders to ensure that the full boarding option remains popular.
- j. All staff are informed of new children joining the school and are notified when transfer information becomes available for review in the School Office, where it is retained for future reference.