



Admissions Policy
June 24



Admissions Policy

This policy will be reviewed annually
Policy reviewed: June 24 by NS/PL
Next review: June 25 by NS/PL

This policy is applicable to all pupils, including those in the Early Years Foundation Stage.

GENERAL

WCPS (“the School”) is an independent school for pupils from the age of 4 to 7. The school has approximately 170 pupils. Deciding on the right school for your child is particularly important and we believe that a personal visit is invaluable. We hold an open morning each term, details of which are published on the school website.

THE ENTRY PROCEDURE

Parents are invited to register their interest in a reception place by completing a registration form and paying a registration fee. The form is available on the website and a copy is provided on request. Applicants for admission are welcome from birth, applications received after the assessment date are not guaranteed an assessment.

EQUAL OPPORTUNITIES

The school considers children for admission regardless of their race, ethnicity, religion, sexual orientation, social background or disability.

THE ASSESSMENT PROCESS

Eighteen months prior to the appropriate entry date, we invite groups of children to come and spend some time with the Early Years team in a ‘Getting to Know You’ session. These sessions are in an informal environment, in which children are observed at play interacting with each other and the adults in the room. We do request a report from their nursery school, should they be attending one. This gives us a more rounded picture of the child’s characters and together with our observations from the ‘Getting to Know You’ session assists us in making a decision as to whether we feel the school might be a suitable learning environment for them. Children are offered a place based on our judgements of potential academic ability.

Following the ‘Getting to Know You’ sessions there are three possible outcomes: offer, reserve place offer or no offer.

Parents are given one week to accept the offer and return the acceptance form with the enrolment fee. If a place is not accepted, we will then offer places to children on our reserve list.

The Headteacher’s decision on offers is final.

Classes and teaching staff are allocated to pupils at our sole discretion. Each academic year the cohort is

divided into a new class with a selection of new peers. On occasion, the head reserves the right to move a pupil mid-year to an alternative class.

CHILDREN WITH A DISABILITY

If your child has a disability, it is essential that the school is informed and all supporting documents provided, so that we can ensure that each student has equal and appropriate access to our admission and assessment process with the reasonable adjustments we are able to provide. A copy of our Disability and Reasonable Adjustments Policy is available upon request.

Provided the school has been notified, our Head of EYFS and our SENDCo will contact you, well before the 'Getting to Know You' session to discuss and agree on the specific adjustments that may need to be put in place.

By accepting an offer of the place at the school you agree to the school's terms and conditions which require that any medical/disability, or other needs of your child are disclosed in advance of your attendance at the 'Getting to Know You' session. Any failure by you to disclose this information is in breach of our terms and conditions and may result in your child's offer at the school being withdrawn.

ADMISSIONS TO YEAR 1 AND YEAR 2

Places in other year groups may become available occasionally. Parents are invited to contact the school should they require further information. Children registered for entry in Year 1 upwards are required to spend some time in one of the classes and complete some written and mathematical activities. We also request a report from their current school.

WCPS does not teach to or support the 8+ process.

SIBLING POLICY

Each child is assessed for a place at the school on their own merits. Where a child has a sibling with a current or very recent connection with the school, the school will endeavour to enable the child to attend WCPS. However, there will be occasions where, in the professional judgement of the Headteacher and Head of EYFS, our setting may not be the appropriate provision for the child. The school cannot, therefore, guarantee that siblings will be offered a place at the school.

FLUENCY IN ENGLISH

In order to cope with the high academic demands of the school, pupils must be reasonably fluent English speakers.

SCHOOL'S CONTRACTUAL TERMS AND CONDITIONS

A copy of the parent terms and conditions can be found on the school's website and it will be made available to parents as part of the admissions process.
