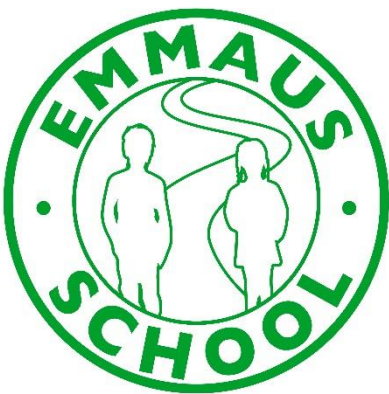


Admissions Policy



EMMAUS SCHOOL

School Lane, Staverton, Trowbridge,

Wiltshire, BA14 6NZ

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1. Introduction

At Emmaus School, pupils will be admitted as follows:

- Boys and girls
- Pupils from the age of 4 years old to 16 years old. (4 year olds will be admitted in the September or January nearest their 5th birthday)
- Pupils with differing ability levels
- Pupils of any race, religion or Christian denomination

2. Conditions

The following conditions apply:

- Pupils and parents must accept and adhere to the Christian ethos and teaching of the School.
- Pupils will be admitted on the understanding that they will be on one term's trial period which can be extended at the Headteacher's discretion. An unsuccessful trial period will result in the parents being asked to withdraw their child from the School.
- The majority of pupils will be from Christian families (at least 80%)
- Pupils from non-Christian backgrounds will be admitted up to a ceiling of 20% of those on the school roll.
- Consideration will be given to pupils with learning difficulties, disabilities, or those for whom English is not their first language. Each pupil's application is considered on its own merit, taking into account whether the School is adequately staffed and resourced to meet the individual pupil's needs. Where a child has an Education Health and Care Plan, or special educational, physical or pastoral needs, the School will discuss with the parents what the School is able to offer, which may involve additional cost to the parents.

3. Admission Procedures

Before a decision is made as to whether or not to accept a pupil, the following procedures will be implemented:

- The parents will be asked to read the School Prospectus and to agree to the aims of the School, the Statement of Belief, and the School Rules contained therein.
- The Headteacher may write to or phone the child's existing or previous school if he/she is of school age. If the child is home-schooled, another appropriate reference may be requested.
- The parents and child will be interviewed by the Headteacher
- The parents will be asked to bring with them copies of previous school reports

- The child will be asked to attend the School for a taster day which will involve some diagnostic tests

4. Decision Making

The Headteacher will make the decision whether or not to accept a new pupil and will report on new pupils to the School Governors. Where the Headteacher is unable to reach a decision as to whether to accept a pupil or not, the Headteacher will refer the matter to the Governors who will make the final decision. Each pupil's application is considered on its own merit.

An applicant may be turned down for the following reasons:

- The child's reference from his/her previous school highlights areas of concern in terms of behaviour
- The School has reached the permitted maximum number of pupils
- A specific class is full
- The School is unable to meet the child's specific needs

5. Class Groupings

The Headteacher and Governors of Emmaus School are committed to providing small teaching groups. The maximum size of each class will vary slightly according to staffing, accommodation and pupil numbers.

Pupils will only be placed differently to their year group if:

- The class is full and there is an **appropriate** space in another class
- The Headteacher is of the opinion a pupil should be placed in a class above or below his/her chronological age for social or educational reasons. This will only be done with parental agreement and after consultation with staff members, taking into account the pupil's standardised test scores.
- The number of pupils warrants an increase or decrease in the number of classes. In this case the make-up of the classes in terms of year groups is flexible and will be decided by the Governors after hearing the recommendation of the Headteacher.