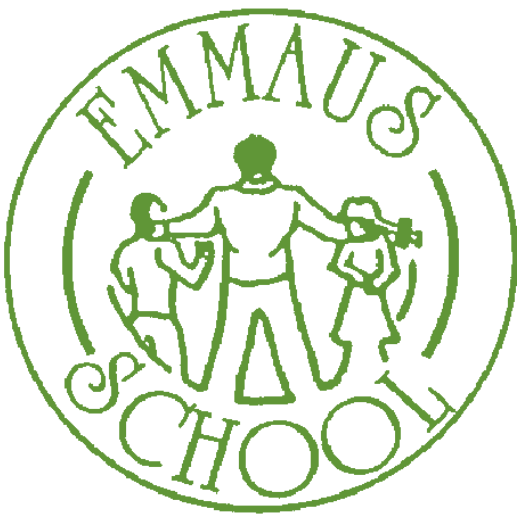


Admissions Policy



EMMAUS SCHOOL

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Admissions Policy

At Emmaus School pupils will be admitted as follows:

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

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 Head teacher'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 whose parents are unable to pay full fees
- 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.

Admission Procedures

Before a decision is made as to whether or not to accept a pupil applicant 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 Head teacher may write to or phone the child's existing or previous school if they are of school age. If a child has been home-schooled another appropriate reference may be requested
- The parents and child will be interviewed by the Head teacher
- The parents will be asked to bring with them copies of previous school reports
- The child will usually be asked to attend the School for a taster day which may involve some diagnostic tests

Decision Making

The Head teacher will make the decision whether or not to accept a new pupil and will report on new pupils to the School Governors. Where the Head teacher is unable to reach a decision as to whether to accept a pupil or not, the Head teacher will refer the matter to the School Governors who will make the final decision. Each pupil's application is considered on its own merit. Where a child has a statement of special educational needs, 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.

An applicant may be turned down for the following reasons:

- The child's reference from his 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 a child's specific needs.

Class Groupings

The Head teacher 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 the above if:

- The class is full and there is an **appropriate** space in another
- The Head Teacher (after discussion with staff) is of the opinion a pupil should be placed in a class above or below their years 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 Head teacher