

## **DUMPTON SCHOOL**

### **8 - ADMISSIONS POLICY**

<b>Person(s) responsible:</b>	<b>Head/Admissions Secretary</b>
<b>Last updated:</b>	<b>June 2022</b>
<b>Review period:</b>	<b>24 months</b>
<b>Next review:</b>	<b>June 2024</b>

#### GENERAL

Dumpton School is an independent school for pupils from ages 2 to 13. The school has around 300 pupils. Deciding on the right school for your child is very important, and we believe that a personal visit is invaluable. We very much hope that you and your child will visit Dumpton School. We are also very happy to welcome prospective parents and their children at other times. Please contact, our Admissions Secretary on 01202 883818 or email on secretary@dumpton.com to arrange a visit.

#### THE ENTRY PROCEDURE

##### PRE-PREP (UP TO YEAR 2)

Children are accepted for entry into the Nursery from the age of 2. A number may also join Reception, Year 1 and Year 2. There is no formal entry requirement, although the parents are encouraged to bring their children in for a morning or day. If informal observations by the attending teacher raised significant concerns, these would be discussed with the parents. Final decisions will be made in the best interest of the child in question.

##### TRANSFER FROM PRE-PREP TO PREP SCHOOL

All pupils in the Pre-Prep undergo a range of ongoing assessments. The results will be used to inform Year 3 teachers and raise awareness of learning support issues. If the school had any concerns about a pupil's ability to cope and thrive in the Prep School, this would be raised with parents in advance.

##### PREP SCHOOL (FROM YEAR 3 TO YEAR 8)

Entry to the Prep School after Year 3 is usually decided by a taster day. This will include some informal assessment in English and Maths, as well as observation of the child to ensure that their attitude, behaviour and effort was in keeping with the school's values of 'Be Kind and Aim High'. Any concerns raised would be discussed with parents.

#### EQUAL TREATMENT

Our aim is to encourage applications from candidates with as diverse a range of backgrounds as possible. This enriches our community and is vital in preparing our pupils for today's world. Assisted places and bursaries are available in order to make it possible for as many as possible who meet the school's admission criteria to attend the school.

Dumpton School is committed to equal treatment for all, regardless of a candidate's or their parents' race, ethnicity, religion, sexual orientation or social background. Human rights and

freedoms are respected but must be balanced with the lawful needs and rules of our School community and the rights and freedoms of others.

This policy can be made available in large print or other accessible format if required.

### SPECIAL EDUCATIONAL NEEDS

The School needs to be aware of any known disability or special educational need which may affect a child's ability to participate in the admissions procedure and take full advantage of the education provided at the School.

Parents of a child who has any disability or special educational needs should provide the School with full details prior to the admissions procedure, at registration, or subsequently before accepting the offer of a place.

The School needs this information so that, in the case of any child with particular needs, the School can assess those needs and consult with parents about the adjustments which can reasonably be made to ensure that the application procedure is accessible for the child and that the School can cater adequately for the pupil should an offer of a place be made.

The School will do all that is reasonable to ensure that the information and application procedure is accessible for disabled candidates and will make such reasonable adjustments as necessary. For example, the School may be able to provide an assessment paper in large font for a visually impaired pupil. Parents should provide a copy of an Educational Psychologist's report or a medical report to support any requests, for example for extra time or other special arrangements.

We will discuss thoroughly with parents and their medical advisers the adjustments that can reasonably be made for the child if he/she becomes a pupil at the school. Similarly, if special education needs or a disability become apparent after admission, the School will consult with parents about reasonable adjustments in order to allow the child to continue at the School.

The School currently has limited facilities for the disabled. However, the School will do all that is reasonable to comply with its legal and moral responsibilities under the Equality Act 2010, in order to accommodate the needs of applicants who have disabilities for which, with reasonable adjustments, the School can cater adequately.

### DISCLOSURES

Parents must disclose any known or suspected circumstances relating to their child's health, disabilities or learning difficulties. If, in the opinion of the School, a child is not flourishing in the school because of a previously known but not disclosed health issue, learning or behavioural difficulty, an alternative educational experience may be recommended/or required of the parents.

### SIBLING POLICY

Most siblings join us at Dumpton School. However, admission is not automatic, and all candidates must meet the School's admissions criteria. There may be occasions where we judge that a sibling is likely to thrive better in a different academic environment.

### SCHOLARSHIPS

Dumpton School may offer scholarship in the Prep School (from Year 3) for excellence in:

- Academic subjects
- Music
- Sport

Scholarships are designed to reward excellence and to celebrate exceptional talent. However, these will usually form a low % of the school fees. We encourage parents of scholars who anticipate that they will experience difficulty in meeting the balance of the tuition fees, to apply at the same time for assistance with fees, when they register their child.

### ASSISTANCE WITH FEES

There is a Dumpton Assisted Places Scheme to assist potential pupils who would otherwise not have the opportunity of attending Dumpton, but who would benefit from the opportunities offered by Dumpton.

Bursaries may be available to assist existing pupils whose parents may no longer have the means to educate children at Dumpton.

Assisted places and Bursaries are both means-tested and are awarded from Year 3 onwards. Both parents are required to provide proof of their income and assets. The level of support varies according to parental need.

Assistance with fees is always offered for 12 months at a time. The family is required to provide fresh information about its circumstances for every year that their child attends the school. Levels of support may vary with fluctuations in income.

### FLUENCY IN ENGLISH

In order to cope with the demands of Dumpton School, pupils must meet the School's academic criteria. In the EYFS and the Pre-Prep we have systems in place to support pupils who speak English as an Additional Language.

Tuition in English as an Additional Language (EAL) can be arranged at the parent's expense.

### RELIGIOUS BELIEFS

Although Dumpton School is a Christian school, we educate the children about other religions through the TPR timetable and we do not select for entry on the basis of religious belief. We offer the opportunity for other religions to practise their own faiths.

### SCHOOL'S CONTRACTUAL TERMS & CONDITIONS

These will be made available to parents when an offer of a place is made, but are available, on request, from the Bursar.

### CLASS SIZES

We aim for small class sizes, but also recognise the importance of balancing this with the size of the fees. In uncertain economic times the school may overbook slightly. Priority is also given to family groupings.

### NURSERY

The staff:pupil ratio is set by government legislation and at Dumpton we will always have at least as many staff as this requires. The maximum total number of children allowed per session is governed by the floor space of the two Nursery rooms.

### PRE-PREP

We aim for a class size of 16. With a teaching assistant also employed this gives a staff:pupil ratio of 1:8. They might grow slightly in Year 1 and 2 but would never exceed 18.

### PREP SCHOOL

We aim for a class size of 18-19. Sometimes a year group expands past 38 but this may be accommodated in three classes if the numbers exceed this significantly.