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Circulation

This policy is available to parents in the following manner:

- (i) this policy published on the school's internet website - <http://falconsgirls.co.uk>;
- (ii) a hard-copy of this policy is available for inspection on the school's premises during the school day;
- (iii) the school ensures that parents of pupils and parents of prospective pupils who request it are made aware that the information is published online, or available on request as a hard-copy from the School Office.

The policy is made available to Falcons School for Girls staff on the password-protected teacher wiki.

Legal Status

The School promotes equality of opportunity and anti-discriminatory practice and ensures that every child is included and not disadvantaged because of ethnicity, culture or religion, home language, family background, learning difficulties or disabilities, gender or ability. We promote the principles of fairness and justice for all through the education that we provide in our school.

This policy also applies to the EYFS

1. Policy

1.1. The Falcons School for Girls provides all prospective and current parents with particulars on the school's arrangements for admissions. [**Regulations 6.(3)(a)**]

1.2 Girls are awarded places at our school in the order of their registration date, with priority being given to siblings of Falcons School for Girls, Falcons Pre-Preparatory School and Falcons Preparatory School.

2. Aims and Objectives

2.1 We are an inclusive school that welcomes children from all backgrounds and abilities.

2.2 All applications will be treated in an equal manner.

2.3 The level of ability of a girl or any special needs that she may have plays no part in the admissions policy of this school.

2.4 The only restriction we place on entry is that of number. If the number of girls applying for entry exceeds the places available, we enforce the procedure set out above in order to determine whether a girl is accepted or not. It is our wish to allow parents the right to have a place at the school of their choice; however, this is not always possible, due to the excess demand on the school places available.

2.5 If we do not offer a girl a place at this school, it is because to do so would prejudice the education of other children by allowing the numbers of children in the school to increase too much.

3. Procedure

3.1 Parents register their girls at any time from their date of birth onwards by filling in a registration form obtainable from the school secretary and paying a £50 deposit.

3.2 Places in the school are offered in the Summer Term preceding the September in which girls are admitted to the school

3.3 Girls enter school in the academic year they become three or five. There is one admissions date per year, early in September (i.e. at the start of the school year). Therefore, parents who would like their daughter to be admitted to this school during the year their child is five should ensure that they have registered at the school at least one academic year before entry date.

3.4 Occasional places may become available throughout the school and from Year1 onwards we invite

girls to spend the day with their prospective class so that they can be assessed as to their suitability for entry into the school.

4. Waiting List

If we do not offer a girl a place at this school, it is because to do so would prejudice the education of other children by allowing the numbers of children in the school to increase too much. Girls may stay on a waiting list until a place becomes available.

5. The Standard Number

5.1 The standard number is the number of children the school can accommodate.

5.2 The standard number for our school is a maximum of 20 girls per class in KS 1 and 18 in KS 2 (with the odd exception if the physical dimensions of the classroom are sufficient to accommodate one or two more). We keep the standard number under review, but reserve the right to change the number if circumstances allow.

6. Policy and Procedure Evaluation

6.1 Evaluation and review of this policy takes place on an annual basis. The staff work with the Senior Leadership Team to discuss any changes or adaptations.

6.2 Throughout the year, stakeholders are encouraged to feed back information and ideas regarding the implementation of this policy.

6.3 Review and updates may take place more frequently where necessary, and changes will be highlighted to staff, parents and pupils as appropriate.

Written by Joan McGillewie; updated by Nick Hitchen

Date: June 2010; updated October 2010

Review date: April 2011

References: *Handbook for the Regulation of Schools: The Regulatory Requirements*

Signed by: (See hard copy in the School Office)