

Bhaktivedanta Manor School



Admissions Policy

| Authority | Name | Approved Date | Next Review Date |
|------------------|-------------|----------------------|-------------------------|
| Governing Body | Members | October 2017 | September 2018 |

Admission Policy

Parents who wish to send their children to Bhaktivedanta Manor Primary School are invited to make an appointment to visit the school where they will be given an application form. Alternatively they can download an application form from the website. All parents seeking a place for their child are requested to complete a school application form. All parents should pay registration fees (non-refundable) and submit together with a copy of the birth certificate, passport and the last school report if applicable. On applying to the school, parents should recognise and accept the school's Vision, Mission and Values as highlighted on the website. An Open Day will be held at least once a year.

Admissions will normally take place in September of each academic year, however we do make exceptions if we feel a child would benefit from an extra term in the preschool for a January intake. Mid-term applications for children already in school must be made in the usual manner.

The Headteacher will normally require parents applying for a place for their child to attend an interview at the school. This meeting is to clarify expectations and review the Home and School Agreement. Parents can also ask questions at this time. Children who are applying for entry to the school from another school situation will also be assessed on the basis of:

- 1) An aptitude test
- 2) Past reports and references
- 3) The child showing an interest or eagerness to attend the school

A child may not be accepted in the school if in the opinion of the Headteacher the school cannot provide adequately for the child's emotional, physical, medical or educational needs. However, the school does not discriminate against pupils with medical/ physical/other disabilities and makes every effort to make reasonable adjustment to be fully compliant with the SEND Act.

It is a requirement that all parents disclose fully any safeguarding issues or needs that their child may have prior to the child sitting the assessment. Failure to do so may result in immediate rejection of the application. The school will approach the previous school to indicate if there are any safeguarding issues pertaining to the child entering the Prep school

Successful applicants may be invited to send their child one afternoon a week in the half term preceding admission if deemed necessary. This is part of our excellent transition policy.

Unsuccessful applicants will be informed in writing.

Offers may be made on a conditional basis for some pupils based on whether or not we feel that we may be able to meet specific pupil's needs. If a pupil on a conditional

offer is unable to be provided for, or may not meet the conditions of their offer, parents will be asked to find an alternative setting.

All decision regarding admissions to the school will be made by the Headteacher in conjunction with the Governing Body.

Admissions Criteria

The following criteria listed in order of priority will apply for selection purposes:

- 1) Children of initiated members of ISKCON
- 2) Children who have attended Manor Preschool
- 3) Children whose families are members of the greater ISKCON community and in good character standing.
- 4) Children of Vaishnava families who are sympathetic to ISKCON and in good character standing.
- 5) Children of families who are vegetarian and sympathetic to the temple and the philosophy and ethos of the school and in good character standing

The school may request evidence and/or supporting letters to aid the above criteria.

The school will maintain an admissions and exclusions register.

Next Review: **October 2018**