



## ADMISSIONS POLICY

Pupils are admitted to Rookwood School from the ages of 2 to 17 years (Nursery to Lower Sixth). Rookwood School is broadly non-selective in that any pupil will be offered a place provided that they meet the following criteria:

- The pupil's behaviour prior to and during the admissions process meets the expectations of a pupil at Rookwood School, as outlined in the related school policies and procedures (e.g. the school rules, behaviour policy and any pupil codes of conduct).
  - Where a pupil has known additional needs which relate to their behaviour, that the school is able to meet these needs (with reasonable adjustment, where necessary).
- The School believes that, with appropriate learning support, if necessary, the pupil is capable of achieving at least six GCSEs at Grade 4 or above, unless applying to the Sixth Form:
  - For entry to the Sixth Form, that the student is likely to meet the minimum entry requirements for their chosen A Level programme, as outlined in the Sixth Form Brochure.

Applications will be considered upon submission of all relevant documentation, including the school's application form, and payment of the relevant Registration Fee.

In order to make a judgement as to a pupil's ability to meet the above criteria the School will require some, or all, of the following:

- A visit to the school by the parent/guardian and potentially the pupil to include a meeting with the Headmaster, or other delegated person.
- A report from the pupil's current or most recent school, which may include a confidential reference from the head teacher.
- The successful completion of a Taster Day or, for EYFS children not currently in a nursery or school setting, a home visit.
- For children above the age of 7, the completion of screening assessments in English and Mathematics (it is expected that these assessments will be taken during the Taster Day).
- For potential boarders, a Taster Night in the boarding house, wherever practicable.
- Any and all relevant learning needs documentation, such as Educational Psychologist reports and Education, Health and Care Plans (EHCPs).

Offers are made to all children who meet the criteria, irrespective of sex, race, sexuality, gender identity, religion or disability. For those with diagnosed learning needs or disabilities, including EHCPs, an offer will be made provided that the School believes that, with reasonable adjustment and appropriate support, the pupil is able to access the curriculum and meet the school's behaviour expectations, as per the entry criteria above. The support the School is able to provide and the additional charges for such support, if relevant, is outlined in the Special Educational Needs and Disability Policy.

Where there is insufficient space in a year group for a pupil, the School will offer a place on the waiting list provided that the entry criteria above has been met. Should space subsequently become available, the School will offer places from the waiting list in the following order:

- Pupils who already have a sibling at Rookwood School.
- Boarding pupils.
- Day pupils, except Nursery.
- For Nursery places only – the number of hours attended per week.

(Within each category, in chronological order of offer made).

In the event that the School does not offer a place, the parents/guardians have the right of appeal. The appeal must be made within 14 days of being notified that an offer has not been made, by writing to Mr Steve Bench, Clerk to the Governors, at the School's address. The appeal will be heard by a panel of three Governors. The appeal will normally be heard within 14 days; however, this period may be extended during school holidays, depending on Governor availability.