



## Admissions' Policy (including EYFS)

Pupils are admitted to Ballard School, from the ages of 2 to 16 years (Nursery to Year 11). Ballard School is non-academically selective in so far as there is no entrance examination.

Admission is based on a variety of factors which will include some, but not necessarily all, of the following:

- A visit to the school by the parent/guardian and potentially the prospective pupil(s) to include a meeting with the Headmaster, or other delegated person.
- The completion of a Taster Day(s) for prospective pupils in Reception to Year 11 to include lesson observations with teacher feedback to help the School to judge whether we are able to meet the educational needs of the pupil. The Taster Day will also include a brief meeting with the Deputy Head Pastoral.
- For entry into Reception, the School may liaise and visit the nursery the prospective pupil attends, and may organise a home visit.
- Analysis by Ballard teaching staff of a piece of writing and a range of age-appropriate Mathematics problems completed during the Taster Day.
- It should be noted that pupils at Ballard will generally opt to study up to 10 GCSE subjects, although some pupils will study a reduced number, (no fewer than 5) and the School does not offer any other level of qualification. The School will use all available information to make a judgement on whether pupils that are admitted are able to access the specific curriculum on offer at Ballard independently, within the normal confines of a lesson, and without in-class 1:1 support (unless an EHCP is in place). If the School believes this is not the case, a pupil will not be admitted.
- The School does not expect Nursery or Kindergarten pupils to undertake a day visit. Pupils who are in Kindergarten and who wish to proceed into Reception will have to reach a certain acceptable standard of behaviour, academic progress and social interaction before a place in Reception is guaranteed.
- A review of the latest available reports and / or a written reference from the prospective pupil's previous school, nursery, playgroup or day-care centre is required before a pupil starts. On occasion, a member of the Leadership Team or Marketing & Admissions team may make a telephone call to a pupil's previous school, nursery, playgroup or day-care centre to clarify something in a reference or report.
- Consideration of the number of children in any given year group who may need already individualised support for any reason.

- The completion of a signed declaration by all prospective parents, which informs the School of all known special educational needs of the prospective pupil(s) concerned. The school has a Disability Policy which takes note of recent legislation regarding 'reasonable adjustments'.
- The parental agreement for their child(ren) to attend individual support lessons provided by Specialist Teachers, as decreed necessary by the School or following professional assessment. In most cases, there will be an additional charge for all extra 1:1 tuition. (See fee schedule.)
- Parents have the right to appeal against an unsuccessful application.
- The Admissions Appeal Panel will comprise three Governors.
- For admission to Reception Class we expect a child to attend a minimum of 3 full days and 2 short mornings until 1.00pm, with full time attendance in the Summer Term or the term after their 5th birthday, whichever comes first.

### **Scholarships**

The Head may award a limited number of scholarships to children who excel academically or in another field such as Art, Music, Drama, Design Technology / STEM, All Round or Sport. (Further details may be obtained from the Head.) Scholarships are normally awarded for entry in Years 3, 7 and 9 only and assessments are in late January / early February prior to the September entry.

Scholarships are reviewed annually to ensure the scholar is reaching his or her potential and may be removed if a pupil does not continue to make satisfactory progress or he / she fails to participate in activities associated with the Scholarship concerned; e.g. music / sport art. Year 3 scholars need to re-sit for a Scholarship in Year 6 if they want to be considered for Year 7 and beyond. Year 7 scholars may re-sit for a Year 9 scholarship (in order to enhance the level of the award) but will not lose their Year 7 award so long as the criteria mentioned above are met.

### **Bursaries**

Means-tested bursaries are available. Parents should note that bursaries are reviewed annually. All details are available from the Bursar. Pupils may be in receipt of both a scholarship and a bursary at the same time.

Staff name: Andrew McCleave

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