



# **Keble School Admissions Policy**

## **Aim**

We aim to recruit boys to Keble School who will be able to benefit from the education we have to offer and, in time, make their own contribution to the life of the school.

## **Objectives**

In meeting this aim we will not take heed of race or religion and are mindful of our responsibilities under the Disability Act. During the admissions process we will outline to parents the ethos and aims of the school and expect their general support and appreciation. In this policy, we indicate the core procedures at the various stages of entry.

## **Procedures**

### **Boys Joining in Reception**

Boys are not subject to a formal assessment for entry into Reception.  
The process is: -

1. Initial Enquiry followed by despatch of Admissions Pack containing registration form, fees schedule, calendar and covering letter
2. Registration of child
3. Headmaster's interview and tour with parents whilst their son spends time with the Reception Class
4. Place offered subject to a satisfactory reference being received from current Nursery School (if applicable). Offer valid for one month. Acceptance form and deposit then required
5. Nursery Report requested in the second half of the Spring Term
6. Evening meeting for parents in the Summer Term to give necessary information.
7. Boys spend an afternoon in school with their new classmates towards the end of the Summer Term.

### Boys joining Year 1 to Year 8

1. Registration of child
2. The boy will then be invited to spend the day in the appropriate class in order to meet his peer group, teacher and to be assessed in terms of social skills and academic status. He may possibly be asked to complete some test papers if it was felt useful. At this stage we also ask for a copy of his latest school report.
3. The class teacher will produce a report on the child for the Deputy Head or Head of Junior School. The Deputy Head or Head of Junior School will then inform the Headmaster.
4. Parents are invited to tour the school and meet with the Headmaster. This may happen before or after the boy's day at school but in practice the tour and interview are usually combined with the visit.
5. If the Headmaster feels the child will fit well both academically and socially into the school he will write offering a place. The start date will be agreed with parents

### **Monitoring and Evaluation**

The Headmaster is responsible for the monitoring and evaluation of this policy and will report to Governors on its success by indicating numbers of recruits on a termly basis.

### **Links to other Policies**

This policy has links to the Equal Opportunities, Curriculum, Learning Support and Disability Policies