



## Admissions Policy

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Gateways School  
Independent Day School for Boys and Girls

## Admissions Policy

### Rationale

Gateways is a small community where every member is considered and respected. Gateways welcomes applicants from all backgrounds and does not discriminate on the basis of race, religion, disability, national or ethnic origin in its admissions procedures. Should a candidate be disabled under the definition of the Disability Discrimination Act 1995, the Equality Act 2010 or the Special Educational Needs and Disability Act 2001 then special arrangements can be made on request. The admissions process will assess if those pupils with a statement of SEND or an EHC plan can receive their full entitlement in terms of a broad, balanced and differentiated curriculum which fulfils the requirements of the statement (see Curriculum Policy).

The usual points of entry into the school are at Nursery (age 2+); Pre-Reception (age 3+), Reception (age 4+); Juniors (age 7+); High School (11+) and Sixth Form (16+), although applications will be accepted for any age group where spaces are available.

Gateways is not an academically selective school but through its admissions procedures, the school seeks to ensure that every child admitted can benefit from the learning environment offered. Applications are welcomed from children with as diverse a range of backgrounds and beliefs as possible. Within available funding, to offer means tested bursaries to make it possible for as many children as possible who meet the school's admission criteria, to attend the school.

### Guidelines:

#### Nursery and EYFS

Parents and pupils are invited to visit and assessment sessions are arranged for young children with the Head of EYFS so behaviour and interaction can be assessed. This is usually organised on an individual basis at a mutually convenient time.

#### Year 1 to Year 6

The assessment process at all ages is a combination of measuring academic attainment and potential as well as gauging the extent to which the prospective pupil will benefit from joining the school, both socially and in terms of the wide range of additional opportunities and support that the school has to offer. Applicants where English is an additional language are assessed through interview and reference to ensure the correct support can be provided. (See EAL Policy).

## High School

- All pupils are required to complete an age appropriate assessment process.
- The entrance examination for external pupils and scholarship applications for Year 7 entry to High School is held in January preceding the September of entry.
- Assessment for entry into other year-groups are arranged on an individual basis and will include completion of entrance examinations and interview with the Headmistress.
- Entry to Sixth Form is on condition of achieving 5 GCSE grades 9-4 (or equivalent). Access to specific A Level courses is dependent upon GCSE achievement in the subject (see Sixth Form Prospectus).

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## General Admissions notes

- Details of the Gateways bursary process is available from the Director of Finance.
- Details of the Gateways Scholarship programme are published on the school website, in marketing literature and available on request from the admissions team.
- Non EEA Nationals - A copy of the applicant's passport is required for identification and visa application purposes. The information it contains will be used to obtain the Confirmation of Acceptance to Study (CAS) number for their application under Tier 4 Child Visa. The CAS will be applied for up to 6 months prior to entry date, and it will be emailed to the agent. All pupils who are not resident in the UK must have a guardian arranged prior to arrival at Gateways School.
- Gateways contractual terms and conditions are made available to parents as part of the Admissions process and prior to their acceptance of a place.
- The Headmistress' decision relating to all matters of admissions is final.
- The name of a pupil must be included in the register from the beginning of the first day on which admission to the school has agreed, or has been notified, that the pupil will attend the school.
- This policy is applicable to all pupils including those in the EYFS and out of school care.
- This policy applies to all pupils irrespective of gender, race, religion and belief, cultural background, sexual orientation, SEN, disability, pregnancy, maternity or gender reassignment.
- Following admission to Gateways School, pupils are expected to adhere to the high standards of behaviour within our community (see Behaviour, Discipline and Exclusion Policy).