



CASTLE COURT  
SCHOOL

We have one childhood. It has to be the best.

## **Admissions Policy**

Pupils may join the school at any age from 2 to 13, depending upon the availability of places, which can be confirmed on initial enquiry to the Admissions Registrar.

### **Nursery – ‘Badger Cubs’ (ages 2-3) and ‘Badgers’ (ages 3-4)**

Children may join the Badger classes from the age of 2. Children can attend the classes part-time or full-time and may do either full days, or mornings or afternoons only. Provided there is space available, the number of sessions attended can be increased at short notice as a child develops. The exact arrangements can be discussed before joining and will very much depend on the maturity of the individual child to cope with the academic and social demands.

### **Badgers to Year 8**

Admission is based on parents visiting the school and meeting the Headmaster (or delegated person). We understand that it is not always possible, but it is seen as very desirable, for the child to have a taster morning during which the teachers will assess the child on an informal level. A report from the child’s current school is invaluable.

Castle Court reserves the right to refuse entry if the school’s structure, in the opinion of the Headmaster and teaching staff, does not meet the educational, pastoral and social needs of the pupil. Although rare, a pupil who is already at the school may be asked to leave if evidence comes to light that suggests that the pupil’s behaviour is persistently inappropriate and inconsistent with the ethos of the school, and that their education, and that of others, will suffer. Parents have the right of appeal in such cases by using the existing Complaints Procedure.

### **Special Educational Needs and Disability**

The school has limited facilities for the disabled but will do all that is reasonable to comply with its legal and moral responsibilities under the *Special Educational Needs and Disability Act 2001* in order to accommodate the needs of applicants who have disabilities for which, with reasonable adjustments, the school can cater adequately.

We ask that parents or guardians of a pupil who has any disability or special educational needs should provide the Headmaster with full details, and any additional information, when applying for admission. (If needed there is a pro forma available from the Admissions Registrar).

The school needs this information so that, in the case of any applicant with particular needs, we can assess those needs and make sure that the school can provide adequately for them throughout the admissions process (including at interview and on attendance at the school). The school will consult with parents or guardians about the adjustments which can reasonably be made for the applicant, both during the admissions process and later as a pupil.

### **Registration**

To secure a place, parents complete a registration form for the Prep School. Parents are asked to make a payment of £600, of which £500 is a refundable deposit and £100, a non-refundable registration fee.

### **Scholarships and Bursaries**

At Castle Court, scholarships are awarded on merit and are honorary. In the first instance, contact should be made with the Admissions Registrar. Support with fees (bursaries) is, in all cases, means-tested and within the remit set by Governors. The final decision on any award is at the discretion of the Chairman of Governors.

Reviewed: September 2020  
Due for review: February 2021  
L Gollings