

# NORFOLK HOUSE SCHOOL

## ADMISSIONS POLICY

### **Statement of Intent:**

The staff and Directors at Norfolk House School believe we should provide a caring, positive, safe and stimulating environment which promotes the social, physical and moral development of the individual child. The school recognises the importance of working within the framework of Every Child Matters: Change for Children and the five outcomes outlined within it:

- Be healthy
- Stay safe
- Enjoy and achieve
- Make a positive contribution
- Achieve economic well being

### **ENTRY INTO TRANSITION**

Entry into Transition in September of any academic year does not require an assessment visit. However, children wanting to enter Transition part way through an academic year will be asked to spend a short time at the school to assess their academic potential and their social development. Places are offered subject to availability and suitability.

### **ENTRY INTO MAIN SCHOOL (RECEPTION – YEAR 6)**

As stated in the school's prospectus, all children requiring entry to Main School are asked to attend the school for an assessment visit. The length of the visit will vary according to the age of the child.

Children are assessed in subject areas relevant to their age (e.g. Mathematics, English, reading and verbal reasoning).

Following the visit, a written report is forwarded to the Headmistress and the candidate's work is discussed with the teacher who carried out the assessment. Places are offered subject to availability and suitability. Children may commence at any time of year. If children are already attending another independent school, the Headmistress will contact the school for an academic report, and also to determine whether all contractual obligations have been fulfilled.

An internal scholarship is available for children during their last two years at the school. Children in Year 4 complete papers in Mathematics, English (comprehension and creative writing) and Verbal Reasoning. The Challinor Scholarship is awarded to the child who achieves the highest overall average.

If a space is available, there is also an external scholarship for a child of the same age. Any external candidates will be required to complete the same examination papers as the internal candidates.

The scholarship entitles the child to a deduction from the gross termly fees for their final two years at the school.

Review Date: December 2011