

Admissions Policy

1. Aim of Admissions Policy

Northwood Prep is an academically selective, independent boys' school. The school has a broadly Christian ethos and it welcomes applicants from all social and cultural backgrounds regardless of ethnicity, culture or religion, home language, family background or disability, who would benefit from an academic education and would contribute fully to the wider life of school.

In selecting applicants by assessment, Northwood Prep aims to identify pupils who have the potential to thrive and flourish in our learning environment. This policy applies to the EYFS (including wrap-around care), the Junior School and the Senior School at Northwood Prep.

2. Entry Points

The main points of entry for Northwood Prep are:

- 3+ for entry to the Nursery School
- 4+ for entry into Reception
- 7+ for entry into Year 3
- 11+ for entry into Year 7

Occasional places are sometimes available at other stages in the school.

3. How to apply for a place

Northwood Prep has a yearly Open Morning for prospective parents each October and the Nursery School has an Open Morning each term. It is also possible to have a tour of the school by the Headmaster and these can be arranged with the School Admissions Secretary.

Parents who are interested in applying for a place for their child should complete a Registration Form, which should be accompanied by a Registration Fee. Parents will then be contacted by the Admissions Secretary about the details of an assessment.

Parents are informed about the ethos, aims and organisation of the school through the prospectus and the website: www.northwoodprep.co.uk

4. Admissions Procedures

3 Plus

Admission to the Nursery school is by an informal assessment. The majority of assessments take place on our main assessment day in November each year when our nursery is closed for the day. This assessment involves children coming into a 'play session' at nursery with about 12-15 other applicants, which lasts for approximately 45 minutes. After their children have settled, ideally parents leave their children with the nursery staff and wait in the adjacent room but there is flexibility in the case of anxious or upset children.

The informal assessment involves children being encouraged to play and interact with the other children and the nursery staff. The assessment does not involve trying to ascertain what the children may or may not know. The skills we are looking for, however, are oral language, the ability to socialise with other children, and the willingness to interact with and take direction from the nursery staff.

Some assessments are arranged outside of the main 3+ day. These assessments take place during an afternoon session of nursery alongside our current pupils. There are usually 3 or 4 applicants on these occasions and the assessment lasts for about 20-30 minutes. The assessment criteria are exactly the same as on the main assessment day.

The majority of children start Nursery in the Autumn Term following their third birthday. It may be possible to start at other times during the year depending on a space being available.

Admission from Nursery to Reception at Northwood Prep is not guaranteed and we have to be confident that Nursery children have the right ability to be successful at Northwood Prep. However, places at 4+ are allocated to Nursery children before the external candidates and there will be ample opportunity to discuss admission to Reception once a child has started at Nursery.

4 Plus

Admission to Reception is by the 4+ assessment. This takes place in February each year. Places at 4+ are allocated first to the children from Nursery and the remaining places are offered to the strongest candidates from the 4+ assessment.

The 4+ assessment consists of a session with about 10-15 other applicants with our Junior School staff in one of the Reception classrooms. Parents are requested to leave their

children in the capable hands of our staff but remain on site in case any child is in distress. During the assessment session children are encouraged to play with each other and are also asked to work individually with one of the Junior School staff. The assessment activities are not challenging and will be very similar to activities that children carry out in their own nursery. All activities are based on the Early Learning Goals. The point of the assessment is not to find what the children know – instead we are looking for *teachability* and *sociability*. 'Teachability' is important so that we can be sure that children have the potential to thrive in our environment. We are looking for children who are focused and alert, who are willingly apply themselves to a variety of activities and who will respond in a positive way to our staff. 'Sociability' is equally important as learning at school is a social activity and we are looking for children who can interact in appropriate ways with other children. Applicants will be selected on the basis of 'teachability' and 'sociability' and also on information provided by their nurseries.

7 Plus

7+ assessments take place in November each year. All the applicants join us for an afternoon of assessment, which lasts for about an hour and a half. The assessment consists of papers in English, Mathematics and Reasoning. The English and Mathematics paper are based on National Curriculum standards. These papers allow us to ascertain if the children have so far developed the right academic skills to fit in with our current children and to be successful in our learning environment. The Reasoning paper allows us to identify the potential of the applicants. Successful applicants will be selected on the basis of their skills, potential, application at assessment and information from their current schools.

Occasional Places, including those available at 11+

Places do sometimes become available at the beginning of other academic years and details of these can be obtained from the School Admissions Secretary. These places will be determined by assessment and applicants will be asked to complete work relevant to their year group. Places will be allocated according to skill, potential and information from current schools.

5. Selection

Whilst Northwood Prep offers places to applicants based on academic ability we do not discriminate against children on the basis of skin colour, race, nationality, ethnic background, religious faith, social-economic group or physical disability.

6. Siblings Policy

Siblings of pupils at Northwood Prep are not automatically offered a place and need to participate in an assessment and fulfil the entry requirements. However, in keeping with Northwood Prep's family ethos, in cases of applicants with relatively similar assessment performance, priority will, where possible, be given to siblings of current Northwood Prep pupils and to those with a recent family connection to the school.

7. The Offer of a Place

The parents of each applicant are informed in writing whether a place is being offered or not. Parents of successful applicants have seven days to decide whether or not they wish to accept the place. Places are secured by signing the acceptance form and paying a deposit. Some applicants may be placed on a 'reserve' list and may be offered a place if any of the successful applicants do not take up their offer of a place. Parents of unsuccessful applicants may request why their child was not successful. However, due to the very high number of applicants, those who were not successful have usually not done anything wrong and have merely been outperformed by other applicants.

Reviewed November 09: KM/SMN
Date of next review: November 2010