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RISHWORTH SCHOOL

ADMISSIONS POLICY

Distribution: School website, School Policy Library

At Rishworth School, we understand that every family's journey to choosing the right school is unique. That's why the admissions process at our independent school is designed to be flexible, welcoming, and informative from the very first step.

Your journey with us can begin in a number of ways. Many families choose to attend one of our regular Open Days, which offer a wonderful opportunity to explore our facilities, meet our staff, and experience the vibrant atmosphere of our school community. Full details of upcoming Open Days can be found on our website.

Alternatively, you may wish to contact our Admissions Team directly on 01422 822217 or email admissions@rishworth-school.co.uk to arrange a personal tour or book a taster day for your child. We are always happy to tailor visits to suit your needs and provide guidance throughout the admissions process.

Whether you're just beginning to explore your options or ready to take the next step, we look forward to welcoming you and supporting you on your admissions journey.

1 Admissions Principles

1.1 Where places are available, the School may, at the Head's discretion, admit into the School pupils of any age (between 3 and 18) who best satisfy the three criteria below. At the point of entry and throughout their time at the School thereafter, pupils should:

1.1.1 Demonstrate the willingness and ability/potential to benefit widely from, and contribute richly to, what the School has to offer.

1.1.2 Have not only the financial, but also the moral support of parents/guardians to meet both Rishworth's fee-paying requirements (as agreed between the Head and the parents/guardians in each case (see point 1.2)) and our educational expectations of a communicative and productive home-school partnership.

1.1.3 Have individual aptitudes which will serve to sustain a diverse and harmonious school community and which will otherwise help the School to achieve its aims.

1.2 Every effort is made, within the financial constraints of the School, to assist with fees and to minimise financial factors as a potential obstacle to admission: we provide an advisory service, offer flexibility in methods of payment, and, where possible, award scholarships on merit.

2 Admissions Procedure

2.1 A pupil can be considered for entry to Rishworth at any age from 3 upwards including rising 3's.

2.2 Entry into other year groups, when places are available, is subject to satisfactory assessment. All pupils entering the Preparatory will be appropriately assessed through satisfactory reports and references from their current school, plus the satisfactory completion of a taster day.

2.3 The main points of entry into the Senior School are at 11, 13 or 16 years of age (Year 7, 9 and 12), but pupils are accepted at any age, provided there are places and the entry requirements are met. A pupil then has the opportunity of a continuous education through to Sixth Form at 18 years. Admission is subject to interview, a satisfactory report and reference from the child's previous school, and satisfactory completion of the entrance assessment.

2.4 There is an Entrance Assessment for pupils at 11 years old. This is held in November each academic year. In the case of pupils seeking entry at other times, applications are dealt with individually and on merit. Special consideration is given to pupils with siblings already at the School.

2.5 Transfer from the Preparatory to the Senior School is expected, but is subject to a satisfactory report from the Head of the Preparatory.

2.6 Students from other schools are accepted each year into the Sixth Form. Admission is dependent upon a good report from the previous school, an interview, a school reference and satisfactory GCSE results.

3 Scholarships

3.1 Entrance scholarships may be available for candidates who demonstrate excellence in Academics, Sport, Performing Arts and Creative Arts. Details of these awards are available from the Admissions Team or Director of Finance and Operations.

4 Special Educational Needs and Disabilities

4.1 Rishworth pays due regard to the Equality Act 2010 and reasonable adjustments are made for students with special educational needs and/or disabilities.

4.2 Rishworth is an inclusive school and welcomes applications from students with special educational needs and/or disabilities. Parents are invited to discuss their individual requirements with the SENDCo prior to the admissions process to ascertain whether the school can meet the individual needs of their child.

4.3 Special educational provision is underpinned by high quality teaching and most students will be supported within the classroom with appropriate interventions. Sometimes it is appropriate to recommend further additional support. Where specific provision is required, parents may be asked to pay an additional charge to meet those needs (staffing and/or resources).

4.4 The school must be informed about any special educational need and/or disability prior to admission so that these may be discussed with full candour, enabling the appropriate reasonable adjustments to be put into place.

4.5 Rishworth will consider applications from students with an Education, Health and Care Plan if we are able to meet their needs and deliver the provision outlined in the Plan. Admittance is dependent on the school receiving the appropriate funding from the Local Authority. The school must be satisfied that their admission is compatible with the provision of education for the children with whom they will be educated.

4.6 A student cannot be admitted into the school if it is clear that their special educational needs and/or disabilities cannot be provided for with reasonable adjustments in place.

4.7 The school's facilities for children with physical disabilities are limited due to the limitations of the school site. However, the school will do all it can to ensure reasonable adjustments are made so that pupils with disabilities have full access to the curriculum, procedures, and policies.

4.8 A failure to disclose relevant information and/or the provision of inaccurate, incomplete or misleading information may - in some cases - lead to the withdrawal of an offer or termination of the School's Parent Contract.

5 Admissions Register

5.1 The school maintains an Admissions Register in line with regulatory requirements. See Admission, Attendance and Children Missing from Education Policy for further detail of statutory requirements.

6 Fluency in English

6.1 In order to cope with the academic and social demands of Rishworth pupils must be fluent English speakers. Normally pupils should have been educated in the English medium before coming to the School. Tuition includes a mainstream English as an Additional Language (EAL) provision but additional EAL sessions can be arranged at the parent's expense.

7 Religious beliefs

7.1 Rishworth welcomes applications from prospective pupils of all faiths and of no faith. While the school is founded on Christian values and traditions, we warmly welcome children from all religious and cultural backgrounds. We believe that diversity enriches our community and provides valuable opportunities for mutual understanding and respect. We are committed to fostering an inclusive environment where all beliefs are acknowledged and celebrated, and we welcome the opportunity to share and learn from the cultural and religious experiences of every child and their family.

8 School's Terms and Conditions (Parent Contract)

8.1 The terms upon which the School educates each pupil are set out in the School's Parent Contract which be made available to parents as part of the admissions process.

9 Records and review

9.1 Applicants' details will be held on file with due regard to data protection legislation. Please see the School's Privacy Notice for further information about how the School collects, uses and processes personal data.

9.2 The School will not hold the personal data of you or your child for longer than is necessary for a lawful purpose and in accordance with our Retention of Records / Records Management Policy. This will generally be no more than 6 months following an unsuccessful application, but reasons to retain personal data for longer might include: if the parents express an interest in the candidate re-applying for any reason at a later date; or to deal with any ongoing matters or queries arising from the application.