



BOUNDARY OAK SCHOOL FAREHAM

Admissions Policy

Policy History

Person responsible for latest revision:	James Polansky
Date reviewed by Owners:	July 2018
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Proposed review date:	July 2020



BOUNDARY OAK SCHOOL ADMISSIONS POLICY

Boundary Oak School is an academically non-selective co-educational independent school from the ages 2 ½ to 16.

Deciding on the right school for your child is very important and we believe that a personal visit is invaluable. We very much hope that you and your child will visit Boundary Oak School. While we do hold a number of School in Action afternoons in the school year, which give a general introduction to the school, we welcome families to visit our school at any time during term time. We always recommend that for your initial visit that you join us for an individual tour, where you will be given our full attention. You will have more time to meet our experienced, knowledgeable staff, view our school and its grounds, and at the end of your tour spend some time with our Headmaster. Details are published on our website. Please contact our Head of Admissions on 01329 280955 or email admissions@boundaryoak.co.uk.

Admission to Boundary Oak School is open to all regardless of gender, race, religious, socio-economic or cultural background.

Admission to Boundary Oak School depends upon a prospective pupil meeting established educational standards and demonstrating a willingness to contribute to the ethos to which the school aspires. We are looking for well-rounded pupils with a genuine interest in education in the broadest sense of the word, with interests that stretch beyond the confines of the academic curriculum. The school has strong traditions in music, drama, art, and sport. There are many extracurricular activities, all of which are important in developing a well-balanced, confident individual.

During a school career, the school will wish to assure itself that the pupil is contributing to the educational experience of the peer group in the broadest sense and that his or her membership of that peer group has no unacceptably adverse effect upon the educational experience of any other individual in the group as a whole.

In turn, the school must feel that it is in the position to develop the prospective pupil to the best of his or her abilities, in line with its general goals and with the standards achieved by the peer group.

The school's policy is to apply its admission criteria to all potential pupils regardless of any disability of which it is aware, subject to its obligation to make reasonable adjustments so as not to place any applicant at substantial disadvantage compared by reason of disability.

At this point in time, the physical nature of the school and its manner of operation is not congenial for those with impaired mobility. Its buildings, many of historical significance, are spread across a large campus. In some cases, the listed building status will make it impossible to improve accessibility to particular buildings.



Selection Criteria:

- Date of registering an interest in the school.
- Sibling Links: where possible, we will make every effort to accommodate siblings, however, no guarantee is made to offer every sibling a definite place.
- Connection with the School: where possible, we will make every effort to take into account any connection the family may have with the school.
- Financial Considerations: The parents' ability to pay may be relevant and it is common practice to seek references about parents' payment history from any previous independent school attended.
- Ability: whilst the school aims to be academically non-selective and welcomes a variety of pupils, there are certain educational standards required in order to access the curriculum. These will be assessed through entrance tests, contributions during taster days, school reports and references, and discussions with the pupil and their parents.

Admissions procedures are as follows:

1. Pupils will be invited to the school following the registration of the pupil. The registration fee is a non refundable fee of £150 for UK pupils and £150 for international pupils.
2. There are three strands to the admission of new pupils: a meeting between the Head teacher, the pupil and the parents, an assessment of the pupil's ability and a two day 'Taster Session'. A formal reference from the current school will be obtained as well as all the last two year's reports. Where possible the Head will interview pupils, otherwise the Head of Admissions will. For overseas pupils this may take the form of a Skype interview.
3. The assessment will take place during the taster session. These sessions are designed to allow the prospective pupil to experience life at Boundary Oak School. The assessment will focus on verbal and non-verbal reasoning, English and Mathematical skills. In cases of uncertainty, particularly around specific learning or emotional needs, further assessments may be administered, extending the number of taster days required, or a visit to the school will be required for overseas pupils.
4. The Head teacher or Head of Admissions will normally be able to make a verbal offer of place to the pupil's parents at the end of the second day. If this is not possible the Head of Admissions will speak with the parents and arrange another date for feedback, pending further assessments. A formal offer letter will follow.
5. A place can only be guaranteed once the school has received a deposit of £500 - this deposit will be refunded should the pupil leave the school in Year 3 or above provided due notice has been given according to our Terms and Conditions or when pupils have completed their education at the school which is deemed to be the end of Year 11. Full-time International pupils' deposits are £1000, whilst Internationals on our short stay programme require a deposit of £500.



Learning Support and SEND

We do not discriminate in any way regarding entry. We welcome pupils with special educational needs, providing that our Learning Support Department can offer them the support that they require. We welcome pupils with physical disabilities provided that our site is appropriate for them. However, we advise parents of children with special educational needs or physical disabilities to discuss their child's requirements with the school before he or she attends taster days and/or sits entrance assessments so that we can be confident that we will be in a position to make adequate provision for him/her. We will discuss thoroughly with parents, and their medical advisers, the adjustments that can reasonably be made for the child if he/she becomes a pupil at the school.

Limited numbers of places are available for those needing Additional Learning Support, and these will be allocated after the submission of a previous school report and/or a current Educational Psychologist's report or medical report, as well as the internal school assessment, if considered necessary. Learning support is charged at a fee as detailed on the school website. Please note Learning support will be delivered individually or in small groups depending on the needs of the pupils. Boundary Oak School is committed to Equal Opportunities for all, regardless of a candidate's race, ethnicity, religion, sexual orientation or social background, and will strive to provide the best support available, in line with regulatory requirements.

English as an additional language (EAL)

Similarly, pupils for whom English is a second language will be admitted, provided they can access the mainstream curriculum, with appropriate support from the EAL department, if required. The school reserves the right to ask for an English test to be completed before offering a place for such pupils. On entry to school, EAL pupils will be assessed further under the supervision of EAL staff and if the support identified at this point exceeds the recommendation from the unsupervised test, the place may be withdrawn or additional charges applied to support the student's need.

The current termly EAL charges we have in place (see website for details) are based on their CEFR (Cambridge European Framework of Reference) levels, from A1 to B2, which determine the number of hours per week of EAL tuition required.

If you would like your child to have extra EAL lessons, over and above what is offered in one of the above programmes, this can be arranged at a fee stipulated on the fees sheet available on the school website.

Sibling Policy

Most siblings join us at Boundary Oak School. However, admission is not automatic, and there may be occasions where we advise that a sibling is likely to thrive better in a different academic environment. Additionally, siblings may have to join a waiting list if they are not registered in good time.

Our sibling discounts are as follows: 10% for first sibling and 20% for second sibling. Further sibling discounts will be discussed on a case by case basis with the Head.



Scholarships

Boundary Oak School may offer scholarships in exceptional cases into specific school year groups (from year 3 upwards), following assessments, for excellence in:

- Academic subjects
- Music
- Sport
- Creative Arts
- All Rounder

Current expected levels are 130+ in academic standardised scores, county level sport or above or above Grade 6 for music.

All scholarships are means-tested. Where financial support is not required a scholarship will be awarded in name only with no financial discount.

Bursaries

A limited number of bursaries are available. Bursaries are means-tested. Both parents are required to provide proof of their income and assets, and where appropriate other family members as well. The level of support varies according to parental need. Bursaries are always reviewed every 12 months. The family is required to provide fresh information about its circumstances for every year that their child attends the school. Levels of support may vary with fluctuations in income or the school's ability to fund the bursary. Bursaries are normally only offered to families who are resident in the UK.

Overseas Applicants

If you would like to enrol your child as an overseas student then please complete our [Boundary Oak International Registration Form](#) and return to Mrs Chloe Pestell admissions@boundaryoak.co.uk. For an overseas welcome pack please see [Joining Our School](#).

Entry requirements vary according to the age of the student, knowledge of English, and the courses they wish to study. The basic requirements are:

- Applicants must take an English test to assess their EAL needs, and offers will be made on condition of the student taking EAL tuition if required (see fees above).
- Applicants must supply reports from current and previous schools and/or colleges.
- There is a non-refundable application fee of £150 and a refundable deposit is required when accepting a place. All overseas students must have a guardian based in the UK which the school can provide assistance with.
- Interviews are required, but may be conducted via Skype for students based abroad.

Guardians

All overseas students must have a guardian based in the UK. There may be times when a child is ill or for example over half term when the boarder is not able to be in school. It is a UK



requirement for such children to have a guardian they can go to if necessary. The choice of guardian is the responsibility of the parent, not the school.

Religious Beliefs

Boundary Oak School is non-denominational and we do not select for entry on the basis of religious belief. However, we celebrate Christmas and Easter each year through productions, concerts and carol services which may portray the Christian stories. Likewise, our assemblies may have a Christian theme, as well as themes from other religions or humanist/secular themes.

Where pupils require it arrangements to attend services and praying facilities can be made available to cater for most mainstream religions. Please discuss your needs with our registrar when applying.

We are able to offer a vegetarian diet and cater for most allergies. Specific religious diets, such as Halal or Kosher, need to be discussed prior to admission, and may involve an extra charge.

Equal Opportunities

Admissions

1. Admission to Boundary Oak School is open to all regardless of gender, race, religious or cultural background.
2. With regards to academic and physical disability and the terms of the SEN and the Disability Act of 2001, the School's Admissions Policy states

"Admission to Boundary Oak School depends upon a prospective pupil meeting established educational standards and demonstrating a willingness to contribute to the ethos to which the school aspires..."

The school's policy is to apply its admission criteria to all potential pupils regardless of any disability of which it is aware, subject to its obligation to make reasonable adjustments so as not to place any applicant at substantial disadvantage compared by reason of disability."

The Admissions Policy should be read in conjunction with the Equal Opportunities Policy.

Curriculum

3. It is the intention that all courses/syllabi are made equally available to students of Boundary Oak School.
4. It is intended that the course content of all subjects teaching and that all activity which makes up the wider curriculum of the school support and where appropriate actively promote the principles of equal opportunity.

Pastoral

5. In the pastoral role the school undertakes actively to promote a culture of tolerance and understanding and equal opportunities for all.

PRACTICAL EXPRESSIONS OF THESE PRINCIPLES



(The following guidelines are not meant to be exhaustive but give a strong sense of the climate in which we wish to work.)

ADMINISTRATION

- School registers and all official group lists are published in alphabetical order, and in year order where appropriate
- Pupils' names are accurately recorded and pronounced correctly
- Individual staff titles are accurately recorded and used

CLASSROOM PRACTICE

- All pupils are given opportunities to achieve success
- All pupils are given the opportunity to contribute orally
- Teachers are aware of where pupils sit within the classroom and encourage a mix of gender where appropriate; classroom tasks should be shared out irrespective of gender
- Staff have high expectations of all pupils

CURRICULUM

- All pupils have equal access to all areas of the curriculum
- The school challenges stereotyping of subjects
- The school provides all children with opportunities for success

EXTRA CURRICULAR ACTIVITIES

- The school seeks to offer pupils who may be disadvantaged financially the opportunity to take part in activities and trips
- All pupils are aware of the extra-curricular activities and have the opportunity to participate if they wish

LANGUAGE AND SOCIAL BEHAVIOUR

- Staff ensure that they promote positive images in both genders and cultures through their own attitudes and their own use of language
- The school's Anti Bullying Policy will continue to be implemented
- The school ensures that any sexual harassment is dealt with in a severe way

PERSONAL, SOCIAL, HEALTH and CITIZENSHIP EDUCATION

- PHSE classes and tutor sessions provide pupils with opportunities to explore personal beliefs and attitudes, confront prejudice and stereotyping and to gain understanding of the issues concerning gender, race religion in the context of the individual rights and responsibilities.



RESOURCES

- Wherever possible, books, learning resources and other teaching materials should reflect a non-discriminatory view of both genders and race/culture, promote positive images and contain non-sexist language

Complaints

We hope that you and your child do not have any complaints about our admissions process; but copies of the School's complaints procedure is on the school's website or can be sent to you on request.

July 2018

Reviewed by J Polansky

Review Date July 2020 or sooner if required.