

Admission Policy



Approved by : A H Malek

Updated : September 2023

Next review due by: July 2024

INTRODUCTION

Afifah School is an independent, fee paying, partially-selective school and has the capacity to have 296 children in the school. The school has an Islamic character and upholds Islamic values and morals. The admissions policy is intended to meet the needs of the large Muslim community in the Greater Manchester area. The school acknowledges the value and worth of each student by providing a personalised learning programme to ensure that every student will be fully engaged in learning for life. We welcome children from all faiths, cultures, races and family backgrounds who would like to experience the ethos that Afifah school provides. We also welcome children with special needs, if the school and parents agree that their needs can be sufficiently met within the school.

AIMS OF THE POLICY

- To provide children with an Islamic education and access to the National Curriculum subjects (as amended).
- To allow every child to succeed in achieving a high level of education and to be a productive member of the community.
- To provide information to parents about our admissions criteria and procedure at the school
- To establish and maintain a fair and open admissions policy with consistent principles.

IMPLEMENTATION

- Year 6 students will be given an opportunity to attend an induction day where they spend an afternoon at the school and get an insight into some of the lessons they will potentially have at the school. Parents are also invited to attend and get a tour of the school before making their final decision.
- Pupils are admitted on a first come first served basis.
- Pupils with siblings already attending the school will be given priority in the event of oversubscription.
- We currently admit children at any time of the school year and parents are responsible for the full fees of the term in which their child enters the school
- Before admission, potential students must first complete an entrance exam.
- We admit female pupils between the ages of 2 and 16 and male pupils between the age of 2 and 11.
- We expect that parents' support their child's learning and make sure that homework is completed.
- Once a place has been accepted by a parent, further details about each individual child are recorded in their personal files.

- Each child is allocated to a class by the Head teacher on the basis of age and number on roll in the relevant class groups; and in some cases, ability (particularly when the child has not attended school before, is from abroad, has EAL or is generally of lower or higher ability for their age group).

ADMISSION /OVERSUBSCRIPTION CRITERIA/PRIORITIES

1. The child who is transitioning from Afifah Nursery to the Reception class or who has completed primary school and now moving to high school.
2. There is a brother or sister who will be or is already attending the school when the child is due to start.
3. The child and parents support the religious ethos set by Afifah School.

APPEALS

If a place cannot be offered, then parents can appeal against the decision to the Trustees in writing. A decision will be made within two weeks of the appeal being lodged. The decision of the Trustees is final.

EQUAL OPPORTUNITIES

The school welcomes children with SEN but recognises that it does not have the same facilities as special schools, and state schools with dedicated units and resources. It is important that the school and parents have an open discussion at the point of entry, and after admission should SEN become apparent to ensure that the needs of the child are being met. If the school concludes that the child needs specialist support, it will work with parents to make a transition to a more appropriate centre of education and provide as much support as possible for the family and child involved.

The school governing body is committed to following this policy, irrespective of a child's:

- age.
- disability.
- race.
- religion or belief.
- sex.

WAITING LIST

For admission into reception the head teacher will keep a waiting list which we call a reserve list. This list is in the order of the oversubscription criteria.

MID-YEAR ADMISSIONS

The head teacher will accept admissions into other year groups if there are places. If there are more applications than places, then the oversubscription

criteria will be used to decide who should be offered the place.

Role of Parents/Carers

Parents/carers will:

- be aware of and comply with this policy;
- apply by using the appropriate application form;
- be aware of the deadline for admission applications;
- be aware of their right of appeal if their application is unsuccessful.

Monitoring the Effectiveness of the Policy

The practical application of this policy will be reviewed annually or when the need arises by the Head Teacher and the nominated governor.