



OUR LADY'S ABINGDON (OLA) ADMISSIONS POLICY

Document Details

Information Sharing Category	School Domain
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Authorised by (if required)	Head
Responsible Area	Leadership Team

Availability: All who work, volunteer or supply services to our school have an equal responsibility to understand and implement this policy and its procedures both within and outside of normal school hours, including activities away from school.

Monitoring and Review:

Reviewed: September 2022

Next Review: September 2023

1. Introduction and aims

This policy is in place to clarify the principles guiding the admission of pupils to OLA.

OLA considers for admission any pupil for whom it is able to provide an appropriate education. Although OLA is a Roman Catholic School, girls and boys of other Christian denominations and religions are warmly welcomed, as are pupils of none. Pupils from Roman Catholic families, who already attend a Roman Catholic School, are given special consideration.

The main intake to the Lower School is at the age of 7, although pupils may be accepted into any Year Group where there are vacancies. Depending on the availability of places, entry may be offered at other ages, at the discretion of the Head. In the Senior School, the main intake is at the age of 11, although pupils may be accepted into any year group where there are vacancies. Admission part-way through GCSE/IGCSE and A-Level courses is only possible in very exceptional circumstances.

In the Lower School, pupils are selected on the basis of application, previous reports (where applicable) and parents' interview. Pupils may also be asked to visit the school on one or more days prior to the term in which the place is required. The School will wish to ascertain the previous attainment of pupils entering all year groups. If it is not possible to offer a place immediately, a pupil's name may be placed on a waiting list.

In the Senior School, pupils are selected on the basis of their performance in an Entrance Examination, the Report received from their previous school, and an Admissions Meeting with the Head of Section or another appropriate teacher. The examination for 11+ entry is held in November each year for admission the following September, but supplementary examinations are held as needed for late applicants and for places in other year groups if there are vacancies. If it is not possible to offer a place immediately, a pupil's name may be placed on a waiting list. Pupils intending to enter the school in Year 9 are encouraged to apply for deferred entry, taking the Entrance Examination when they are in Year 6 or 7.

Students are warmly welcomed into the Sixth Form and admission is conditional upon achieving satisfactory GCSE/IGCSE grades, normally at least five passes at grades 5 and above, including grades 6 and above in the subjects to be studied at A level. Equivalent qualifications are accepted. Scholarships and bursaries are available and the details of these are published separately. OLA recognises the wish of many families for siblings to be educated together and it will therefore always offer places to younger brothers and sisters as long as it is able to provide for their needs. Parents/guardians of children applying for a place at OLA should keep their existing schools properly informed. The School cannot accept a pupil if

OLA is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. Admissions Policy: Reviewed September 2022

fees are still owing to the previous school.

2. Equal treatment

Our aim is to encourage applications from candidates from a diverse a range of backgrounds. This enriches our community and is vital in preparing our pupils for today's world. Our Lady's Abingdon is committed to equal treatment for all, regardless of gender, race, ethnicity, religion, sexual orientation or social background and this commitment is carried through in our curriculum provision, our planning and our pastoral care.

3. Special Needs

Subject to our entry requirements being met, we welcome pupils with special educational needs or physical disabilities, providing that our learning support department can offer them the support that they require and provided that our site can cope with their needs. However, we advise parents of children with special educational needs or physical disabilities to discuss their child's requirements with us before they enter into the admissions process. This will enable the School to determine if their needs fall within the scope of the provision provided and also determine whether the nature of the School site can accommodate the needs of those children with physical difficulties. Where necessary, parents should provide a copy of an Educational Psychologist's report or a medical report to support their application. Pupils will be screened using CEM assessment and then placed on a Wave level according to their need.

4. Transfer to OLA

This is in line with the Admissions Policy.

Parents/guardians of pupils seeking transfer to OLA must keep the pupil's existing school properly informed so that necessary records can be transferred. The School cannot accept a pupil if monies are still owing to the previous school.

5. Support with transition

The SENDCo and Section Head of Year 7 and transition go out to schools in the Trinity term to visit Year 6 pupils who are transitioning to OLA, in their setting.