ARGYLE HOUSE SCHOOL & LITTLE CRICKETS NURSERY

ADMISSIONS POLICY

INTRODUCTION

Argyle House School is a co-educational independent day school for pupils from age 2 years to 16 years. Deciding on the right school for your child is very important, and we believe that a personal visit is invaluable. We hold various open events during the academic year which give a general introduction to the school, these details are published on our website. We are always very happy to welcome prospective parents and their child/children for a tour during school hours.

Please contact the school on 0191 510 0726 or email office@argylehosueschool.co.uk to arrange a visit.

THE ENTRY PROCEDURE

Argyle House School entry is set out in the Assessment Process section. Our assessment process is designed to identify pupils who are able to benefit from our balanced and well-rounded education and make a positive contribution to the life of the school.

We admit approximately 16 pupils a year at Reception each September and approximately 20 pupils a year at Year 7. The school may also have occasional places at other ages. Please contact the Admissions team for details of the registration process.

Applicants for admission should register as early as possible as places at the school are often at a premium.

EQUAL OPPORTUNITIES

Argyle House School's aim is to encourage applications from a diverse range of backgrounds. This enriches our community and is vital in preparing our pupils for today's world.

Argyle House School is committed to equal opportunities for all pupils regardless of gender, race, ethnicity, religion, disability or social background.

SPECIAL EDUCATIONAL NEEDS OR DISABILITIES

Argyle House School welcomes pupils with special educational needs or disabilities providing that its learning support department can offer them the support that they require and our site can accommodate them. We strongly advise parents of children with special educational needs or physical or mental disabilities to discuss their child's requirements with the Headteacher before registering for a place so that they can discuss thoroughly the adjustments that can reasonably be made for the child. Parents should provide a copy of an educational psychologist's report or a medical report or the report of any other relevant professional childcare specialist if they have one.

Following this meeting the Headteacher will advise the most suitable placement for the child.

THE ASSESSMENT PROCESS

The aim of the process is to identify a child's potential and to try to understand what needs a given child may have in relation to their schooling. Argyle House School is looking for well-rounded children with a genuine interest in education in the broadest sense of the word, with interests that stretch beyond the confines of the academic curriculum. For older pupils, places are offered partly based upon academic merit which is assessed through an assessment at Argyle House School together with reports from the candidate's previous school. This assessment may take place over two separate visits to meet the needs of the child and give them the opportunity to familiarise themselves with the school. If the first day doesn't quite go to plan or if there is any concern over the school's ability to offer a place for a child, the Headteacher will discuss openly and frankly with parents and guardians and a second assessment day will always be offered.

No specific preparation for our assessment process is needed; all candidates start on an equal footing, with identical opportunities to display their abilities and potential.

Assessment for Reception is based on:

• Observing their informal play in small groups, while on a visit to our nursery.

• Talking to the child.

• Discussion with the Headteacher or staff on our Early Years team.

• Reference/reports from the feeder School/Nursery.

Assessment for Year 1 to Year 10:

• Observing the child/children in free play.

• Talking to the child.

• Discussion with the Headteacher/Senior Management Team

• Reference/reports from the previous school.

All other candidates for entry below 11 years of age are assessed in English and Maths at a level appropriate for their age group.

ADMISSIONS CRITERIA

Only when pupils have been registered and assessed will the formal offer of a place be made (subject to availability) by the school to parents. This offer will be made in writing, usually by email.

Admission for pupils into Years 1 to 10 (Admission won't be taken directly for Year 11.)

In the event that more than one pupil has requested a single place, the school place will be offered in the following order:

a) Children with siblings attending School or Nursery.

b) Children who have siblings who have previously attended School or Nursery.

c) Children who have relatives who have previously attended School or Nursery.

SCHOLARSHIPS AND BURSARIES

It is the Argyle House School's policy that all parents pay the same school fees for their children's education as everyone else in the relevant band. (These bands are set out in the school fees list obtainable on request and on the school's website). There are no 'special offers.' We believe this to be the fairest approach.

Bursaries may be given by the school to current pupils whose parents or families find themselves in sudden or unforeseen difficult circumstances. These bursaries are intended as short-term support for the pupils/families concerned. Parents who require such a bursary should speak to the Headteacher in the first instance.

Scholarships are only offered when the school recognizes hardship in exceptional circumstances where a pupil has proved to be gifted or talented in a particular field. In such cases, where a pupil would benefit from additional tuition or coaching, then after discussions with the Headteacher, the school may cover the cost of the additional tuition/coaching.

OVERSEAS APPLICANTS

We welcome overseas pupils for study at Argyle House School provided that the prospective pupil has a relative or legal guardian living in the UK with whom he/she can stay. However, parents of overseas pupils should appreciate that Argyle house School does not run a short-term study programme and expects overseas pupils to finish a complete course of study such as to Year 2 (KS1) or Year 6 (KS2), but this can be reviewed for each individual child.

RELIGIOUS BELIEFS

Although Argyle House School has a Christian ethos, the school does not select for entry on the basis of religious belief and it offers places to pupils from all religious backgrounds. However, parents should be aware that attendance to all school assemblies and formal functions such as Speech Day, Carol Service, and special school celebrations is encouraged. At such events Christian songs or Carols may be sung. Also, when we share a short prayer or say Grace, all pupils should be respectful.

SCHOOL'S CONTRACTUAL TERMS AND CONDITIONS

Copies will be made available to parents as part of the admissions process. Please read them carefully.

Terms and conditions do change from time to time. The latest version can be found on the school's website.

ADMISSIONS REGISTER

The School maintains an admissions register in accordance with current regulations as specified by the Independent Schools Inspectorate.

We notify the Local Authority if we are to delete a pupil from our registers in any of the circumstances set out in the document 'Keeping Children Safe in Education (September 2025)'.

COMPLAINTS

The School hopes that parents and pupils do not have any complaints about the school's admissions process, but copies of the School's Concerns and Complaints Procedure can be sent to parents on request.

REVIEW

This policy, together with the procedures outlined herein, are reviewed annually by the Headteacher and the Senior Leadership Team

Review date: September 2026

Reviewed by: J.Sample

Next review: September 2027