

## **The Villa Pre-prep** Entry to Reception

### **Aim of the Admissions Policy**

The Villa Pre-Prep is a fully co-educational, independent, fee-paying, IAPS school, with a heavy focus on delivering an inclusive broad education and supports children's emotional development and wellbeing.

### **Equality, Disability and Special Educational Needs**

We welcome children from all ethnic groups and backgrounds. We have never discriminated and have no intention in the future of discriminating against any child on the grounds of sex, race, religion, belief or additional needs. We will do all that we can reasonably do to accommodate the needs of children with disabilities/additional needs subject to the resources and facilities available at the time. At the time of registration, parents must inform us in writing of the full details of any disability or additional need and keep the setting updated thereafter. This information will allow us to assess if we can accommodate the child's needs and make any reasonable adjustments. We will consider all applications fairly. If any additional need or disability becomes apparent after admission, we will consult with the child's parents.

### **Criteria for admission**

Admission to Reception at The Villa depends primarily on the demonstration of potential, observed learning behaviours and commitment and enthusiasm for the broader life of The Villa, its ethos and values. Our entry observations take the child's age into account, and are designed so Villa staff can get to know your child in a relaxed informal setting. We always take great care to put children at ease and create a nurturing environment that helps them to settle during our observation sessions so that they are able to share with us who they are.

We foster a strong sense of team here at The Villa and are looking for children who encapsulate that same ethos and want to develop an inquisitive sense of learning and interest in the world around them.

### **Visiting the Pre-Prep**

We encourage all those who are considering The Villa to come and visit us. The Head Teacher will give a one to one tour of the school and talk a little more regarding the school ethos and the 4+ process. Tours can be arranged via the school office.

### **Registration**

Nursery internal candidates may apply at any point, with no reservation fee. Deadline for registering for all candidates is the Friday before half term in the Autumn term..

We do, on occasion, accept registrations beyond mid October, although we cannot guarantee that the child will be able to take part in our admissions process.

The registration form can be found on our website under Pre Prep Admissions. It is submitted online.

### **Observation Day**

We invite all children to our observation days, which are held in mid-November on a Wednesday morning. If for any reason a candidate is unable to attend the designated observation dates, we will endeavour to find an alternative day.

### **Well-being**

Making sure that all members of the school community are valued and respected as individuals underlies our school aims. The highest-quality pastoral care is at the heart of everything we do.

### **Internal/External applications**

We value our Villa community and as such we will endeavour, where possible, to prioritise applications for children from The Villa Nursery. However, admission to the Nursery does not guarantee admission to the Pre-Prep. All those who have registered for a place in the Pre-Prep will be invited to one of our observation mornings. Pre-Prep staff will also spend some time observing Villa Nursery children in their current classroom and speaking to their keyworker. For external applicants, we will require a written report from the child's current setting and in some cases, Villa Pre-Prep staff will ask to observe children in their current setting.

### **Siblings**

In keeping with the Pre-Prep's family ethos, in cases of candidates with a similar attitude and approach to learning, priority will, where possible, be given to siblings of current Villa pupils and to those with a recent family connection with the Pre-Prep. This includes the children of staff.

### **Children applying for places in other years**

Occasional places in Years 1 and 2 might become available. Children will be invited to spend some time at the Pre-Prep (usually a morning). Teachers will observe their social interactions and their attitude to work. The observations made by the staff in conjunction with a report from their current school will contribute to a judgement as to whether the child is likely to flourish in Key Stage 1 at The Villa.

### **Special Educational Needs**

We promote diversity at The Villa and value our supportive learning environment, however we are not always able to meet the needs of every pupil. Through our admission process and observations, we will make the decision whether our school would be the best environment to allow the child to thrive in our academically ambitious curriculum. We work with various outside agencies to support the learning needs of our pupils, and if we feel that a child would benefit from additional support, our SENDco would contact the parents. Please see our SEND policy for more information.

### **Offers of a place at The Villa**

Offers will be made by the end of the Autumn Term. The observations session held at The Villa, along with the feedback from your child's current key work / setting, will contribute to a judgement as to whether the child is likely to flourish in Reception at The Villa. The school will operate a waiting list. A child admitted to Reception may expect to transfer to Key Stage 1 (Year 1) unless it becomes clear that such a course is not in the child's best interests.