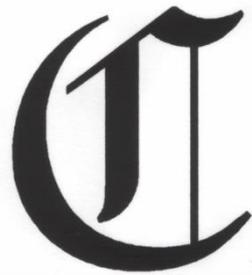


Craigclowan School



Admissions Policy

Reviewed September 2020
Due for Review January 2021
J Trueland

Entry to Craigclowan is dependent on the capability of the pupil to benefit from the broad educational aims of the school and its objective to promote education generally.

Prospective pupils are invited to visit the School with their parents, so that they can view the facilities and meet the Headmaster and other relevant staff. The individual qualities of the prospective pupil and suitability for life at Craigclowan will be the prime considerations in offering a place. In order to assess this, prospective pupils visit the school for a taster day, or for a familiarisation visit if they are joining Pre-school.

A report from the child's current school is requested for those entering the Main School. Entry may be made at any point providing space is available and, if the Headmaster decides it necessary, an assessment of academic ability may be required. In the case of a year group being full or over-subscribed, a place on the waiting list may be offered.

There is no discrimination at entry on grounds of race, religion, disability, socio-economic background or gender.

Children entering the Pre-school must have reached their third birthday and be fully toilet trained. A copy of the child's birth certificate, their passport if they have one and a household utility bill will be requested as part of the admissions process.

Children moving from the Pre-school to the Main School will have priority in the allocation of places in Form 1. The School endeavours to make places available to siblings, subject to space being available in the relevant year group. Pupils should normally be the correct age for the year group, based on 1st September cut off with a pupil expecting to attain the age of thirteen in his/her last prep school year, equivalent to S1 although there is flexibility depending on the child's ability.

An Admission Form should be completed and returned to the Headmaster's PA, who also manages the admissions process. Prior to an offer being made parents or guardians must declare any specific learning support need, medical condition or disability. Applications and offers of places may be made at any time of year. For children joining Pre-school, the following deadlines are in place:

For admission in September:	Completed admission form to be received by 01 May
For admission in January:	Completed admission form to be received by 01 November
For admission in April:	Completed admission form to be received by 01 February

The School's policy is to apply the same criteria to all current and potential pupils regardless of any disability of which it is aware. We make reasonable adjustments so as not to put any disabled pupil or potential pupil at a substantial disadvantage compared to any pupil who is not disadvantaged.

In the case of a child not being offered a place at the School, parents will be advised as to the reasons and are welcome to contact the Headmaster to discuss the situation.

Because many children join us from local primary schools we use the Scottish 3 to 11 curriculum as the baseline level for our academic syllabus, until the children enter our equivalent of P6 when the syllabus required by the Independent Schools Examinations Board (ISEB) becomes our guide. Pupils follow courses in English, Mathematics, Science, French, History, Geography, Religious Studies, PSE, Latin or General Studies, Art, CDT, ICT, PE, Drama, Music and Games.

Information regarding bursaries and financial assistance is available on request.