

Admission follows parental application, interviews and assessment on occasion, and preliminary visits by prospective pupils to St. Christopher's.

Recognising the essential partnership between school and home, parents are encouraged to take an active interest in their children's education and are welcome to discuss any queries or worries with the staff at any time.

As a school with an avowedly Christian ethos, St. Christopher's ensures that parents are made aware that religious education, assemblies and services are an integral part of the curriculum for all pupils.

Admission is by means of a completed application form and the signing of the school's terms and conditions, and - for Prep Department pupils only – a registration fee and a refundable deposit, and depends upon the availability of places.

For entry into any year group, if there is likely to be a need for SEN provision, our SENCO will assess the candidate in order to determine whether our provision will satisfy the pupils needs before we reach a decision. Likewise, if a potential pupil has a disability, we will assess whether the candidates needs can, realistically and reasonably, be met before we make a decision. Making such a decision will involve consultation of our Accessibility Plan. Further information can be accessed through our Equal Opportunities policy.

It is a condition of your child's joining the School that you complete and submit to the School:

- a) medical questionnaire in respect of your child. You undertake to inform the School of any current or previous health or medical condition, disability, behavioural problems or allergy that your child has or subsequently develops, whether long-term or short-term, including any infections. If the School so requires due to a health risk either presented by your child to others or presented to your child by others or by reason of a virus, pandemic, epidemic or other health risk, you undertake to keep your child at home and not permit him/her to return to the School until such time as the health risk has been averted.

- (b) You undertake to inform the School of any situations where special arrangements may be needed in relation to your child.

ADMISSIONS POLICY



- (c) The School is entitled to treat any instruction, authority, request or prohibition received from any person who has signed the Acceptance Form as having been given on behalf of both or all such persons.

- (d) The Head must be informed in writing of any reason for your child's absence from School. Wherever possible the School's prior consent should be sought for absence from the School.

- (e) The School cannot accept any responsibility for the welfare of your child while off the School premises unless he is taking part in a school activity or otherwise under the supervision of a member of the School staff.

If you have cause for concern as to a matter of safety, care, discipline or progress of your child you must inform the School without delay. Complaints/Representations should be made in accordance with the School's Complaints Procedure. It is a condition of remaining at the School that your child complies with the School Rules (please see below) as amended from time to time. In particular, you undertake to ensure that your child attends School punctually and that your child conforms to such rules of appearance, dress and behaviour as shall be issued by the School from time to time.

At St. Christopher's we ask that our children's personal appearance is smart and tidy. Their uniform should be clean and well cared for. The children, themselves, should take a pride in their appearance and take care of their clothes and equipment. Girls with long hair should have it tied back with navy blue hair ties or ribbons and boys should have smart hair cuts with hair behind the ears and no longer than collar length. No gel or hair colouring is permitted and jewellery should not be worn.

The School Rules are based on the Christian ethos of the school, namely "Love the Lord your God" and "Love your neighbour as yourself." Thus the school promotes respect for the individual, an acknowledgement of and concern for his/her needs which foster an atmosphere where children and staff care for and share with each other, and these are the guidelines for all.

Within these principles, pupils are expected to:

- Be obedient, following the instructions of all those placed in authority over them;
- Behave sensitively towards each other, being aware of the needs and concerns of others;
- Be polite, well behaved and sensible, showing respect to others: fellow-pupils and staff;
- Be punctual for Registration, Assemblies and lessons;
- Be aware of homework assignments, what is required to be done and handing them in completed at the specified time;
- Be responsible for the tidiness of themselves, their desk, form-room and cloakroom areas;
- Be in the proper uniform and be well groomed;
- Have all the equipment required, and appropriate equipment for particular lessons;
- Walk round the building quietly and sensibly and with an awareness of others, keeping to the left hand side when using the stairs;
- Leave school looking smart.

The overall aim is to achieve the highest personal standards in every aspect of school life. School staff will ensure that these standards are met and will reward or sanction pupils in accordance with their behaviour and performance. If pupils do not adhere to our behaviour policy, and parents do not support the school in enforcing the behaviour policy, the school reserves the right to remove the child from the school.