

## St George's School Windsor Castle Admissions Procedure



The school website gives excellent insight into what St George's has to offer, but we encourage parents to visit to see the school in action. Prospective parents are most welcome to come and meet us and have a personal tour with our Registrar.

Our usual points of entry are into Nursery, Reception and Year 5. We do, however, have waiting lists in operation for all year groups.

### **Registration**

When a family has decided to apply for a place following a visit to the school, our registration form should be completed fully and returned to the Registrar. The form can be found on the Admissions page of the website: <http://www.stgwindsor.org/Admissions>

Completion of the registration form and payment of a registration fee, currently set at £50, does not guarantee a place, and the registration fee is non-refundable. Siblings must be registered separately, but will take priority over other applications provided the registration form has been received **at least six months** prior to the proposed date of entry to the school.

### **Acceptance of a Place**

When a place becomes available from Year 1 and above, the prospective pupil is invited to visit the school for a day when a number of informal assessments are carried out. A report from his/her present school is also requested, and we ascertain that there are no outstanding fees or issues. We will not offer a place if there is an outstanding debt at another school. Confirmation of a place is at the Head's discretion.

In the majority of cases, children joining the Lower School transfer to the Upper School.

The school does not permit gender, race, colour or disability to be used as a criterion for or against admission. Although St George's is a Christian foundation, we do not select for entry on the basis of religious belief and we welcome pupils of all faiths or none.

### **Disability and Special Educational Needs**

Parents are requested to provide full written details of any disabilities and/or special educational needs in good time and to inform the school of any changes to their child's condition that become apparent **prior** to entry to the school. The school will consider carefully whether it is able to provide adequately for such needs and will endeavour to make all reasonable adjustments to avoid putting such a child at a substantial disadvantage. However, the school reserves the right to refuse admission to a child whose specific needs cannot be supported. For further details, please request a copy of our SEN policy.

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Next review: Jan 2019