



Barnet Hill Academy
FAITH • EXCELLENCE • KNOWLEDGE

Admissions Policy

Sep. 2020
V3.0



1. Statement of Ethos

Barnet Hill Academy was founded as a school with an Islamic ethos. We aim to provide education for pupils in an Islamic environment where Islamic doctrine and practice permeates every aspect of the School's activity.

All applicants are expected to give their committed, unreserved support for the moral code, principles, character and aims of the School.

We ask all parents applying for a place here to respect this ethos and its importance to the School community. This does not affect the right of parents who are not of the faith of this School to apply for and be considered for a place at the School.

2. Barnet Hill aims to provide 'an outstanding educational experience' of the highest quality

- The school exists to provide education for children.
- Barnet Hill is an independent school which charges fees for the education it provides.
- As an independent school, Barnet Hill determines its own admission arrangements.
- Barnet Hill accepts children between the ages of 3 and 11: children from aged 3 enter the nursery and there is an additional admissions process for children wishing to enter Reception or Year 1 onwards.
- Barnet Hill is an inclusive school that welcomes children from diverse backgrounds and abilities whom it can reasonably support.
- Entry is subject to a preliminary assessment visit for the child at the appropriate age level as well as a space being available for them in their year group, followed by an interview process with parents/children wishing to enrol at the School. Decisions by the school regarding admissions are final and based upon the assessment and entry processes.
- Children are encouraged to progress through the school at the best of their ability; however, progress is not automatic to the next year. Reviews of the children's progress will be monitored carefully, and any concerns about this progress will be raised with parents; an alternative educational experience may be suggested in the best interest of the student at this stage.
- It is expected that children at Barnet Hill will conduct themselves with positive application. Should their behaviour be considered to be impacting negatively on their own progress, or that of other pupils, the school will reserve the right to recommend an alternative education in line with the school's expected standards of attendance, behaviour and standards.
- Parents/carers (of children) not abiding by the school's ethos as demonstrated through their behaviour or actions (towards staff), including non-compliance with fees, finance, charges, relevant disclosure (of information) and related matters will not be accepted into the school.



3. Admissions

The Principal has the responsibility for admissions to the School supported by the Head of Administration which is approved by the Governing Board. Places will be allocated based upon the admissions criteria and entry process and the School's decision is final with respect to admissions.

The School may not always have the requisite level of resources and expertise to provide an adequate education for pupils:

- who have a statement of needs, additional support and care requirements or have Special Educational Needs (SEN)
- who are at the very early stages of English as an additional language (EAL) hence such pupils may not be admitted to the School, discretion for which lays with the school.

Should a pupil be diagnosed as SEN once admitted, the School will support parents to source assessment by the appropriate authorities and follow the SEN code of practice which includes preparation of individual educational plans (IEP) or curriculum maps. A pupil is defined as having a Special Educational Needs (SEN) if he or she has a learning difficulty which requires special educational provision to be made for him or her. The IEPs will be shared with parents and reviewed termly.

The School will also support parents in liaising with outside agencies such as speech therapists and others where applicable. Parents will be liable for all costs associated with external support and must adhere to the school's systems in support of their child. In such instances, parents will be obliged to pay for all additional costs for external support including additional resource/s and follow the school's advice on external SEN support and provision including assessments, specialist support and advice in the best interest of the pupil.

Pupils who have a disability or specific need can be admitted to the school. In such cases, the school will discuss with parents to consider the appropriateness of the setting to meet the pupil's full set of needs thereby ensuring the setting is appropriate for the pupil's needs in meeting their full potential.

Parents should ensure that they have the financial means to pay for the School fees and related costs for their child/ren's education and support needs. Failure to pay the fees on time and at the requested time-frames may lead to the withdrawal of an offer for the pupil(s); this includes fees and charges for any additional costs incurred for SEN or additionally identified needs such as additional care (educational, medical, behavioural or other), intervention/s or such-like, as set by the bursarial team and determined by the school via an Additional Needs Assessment process (ANA).



4. Application criteria

Places at the School will be allocated on the following criteria:

- i) Parents and pupils who are most aligned to the School's ethos & character, policy framework, including fees schedule and, any associated costs
- ii) Parents who demonstrate an acceptance of the School's policy framework including ability to abide by the published fees schedule
- iii) Pupils who score the highest mark in the entry tests

5. The application timetable

- Applications are accepted all year round
- Tests and interviews will take place following the applications receipt
- Result of tests will be published within one week of the test taking place, tests are not shared with parents either before or after the assessments taking place

Mid-Year Admissions: Applications can be made at any time (multiple applications for the same year are not permitted).

6. Accurate Information

The School will take such action as it can if information provided to it by parents/carers is found to be wrong or misleading; this may include withdrawing the offer of a pupil's place at the School. Parents/carers should therefore provide full and accurate information at the time of application and continue to notify the School of any changes in need, address or circumstances.

7. Definitions of words

“Home” means the place where the pupil lives with their parents or carer. If a pupil lives at more than one address it means the place where the pupil spends the most nights during the School week. It does not include the homes of grand-parents or aunts / uncles unless the families live together as a stable long-term arrangement. Proof of residence is required before the offer of a place is confirmed.

“Sibling” includes brothers and sisters, adopted brothers and sisters, half brothers and sisters, fostered brothers and sisters and step brothers and sisters. In all cases the siblings must be living at the same address as the sibling who attends the School and as the relevant parent / carer. A sibling does not include cousins or any other relatives.

“Proximity” and “distance”. Whenever distance from the school is a relevant factor it will be determined by the nearest straight line from the front door of the applicant's home to the entrance to the school in Montagu Road, Hendon, London.



8. Admissions Process

The admissions process is available to view online and on the Admissions Flowchart (below), it sets out the stages and costs for each part of the process.

The admissions process is incomplete until all stages of the process have been successfully undertaken and a letter of admission has been issued which will be issued once all steps are completed fully.



Admissions Flowchart

