



ADMISSIONS POLICY

ISI Regulatory Code – A1

Policy written by: Headmaster – Dr Nicky Cuddihy

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This Policy is for Mount St Mary's College & Barlborough Hall School

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Mount St Mary's College

Educating Men and Women for Others since 1842

Telephone: 01246 433388

Email: headmaster@msmcollege.com

Address: College Road, Spinkhill, Derbyshire
S21 3YL

Barlborough Hall School

Educating Men and Women for Others since 1842

Telephone: 01246 810511

Email: headteacher@barlboroughhallschool.com

Address: Barlborough Park, Barlborough,
Chesterfield S43 4TJ

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1. Context

- 1.1 The story of our schools dates back to 1620 when the Jesuits first became active in this part of the UK. In 1842 the Jesuit Provincial established Mount St Mary's College in Spinkhill. The school at Barlborough Hall first opened in 1939. The Mount Trust as we know it today was set up as a Local Trust in 2006 to manage Mount St Mary's College and Barlborough Hall School as co-educational inclusive day and boarding schools in the Jesuit tradition, providing children and their families with access to a seamless education from the ages of 3 to 18 yrs.
- 1.2 The Trust has a Board of Governors which is made up of the chairperson and two members of the British Province of the Society of Jesus. Up to nine other members may be appointed by the Governors. The Governors are legally responsible for the overall management and control of the Trust and its schools. They meet at least three times a year. The governors are responsible for seeing to it that annual budgets are set and that a development plan is in place at the start of every school year for both schools.
- 1.3 The Executive meets once a week and is managed by the Headmaster who is appointed by the Board of Governors as CEO of the Trust. The Headmaster is assisted in exercising his functions as CEO by the Head Teacher at Barlborough who also acts as the Deputy CEO of the Trust, the Deputy Headmaster of Mount St Mary's and the Bursar.
- 1.4 As Independent Schools affiliated to HMC and IAPS respectfully our mission is to provide an education of the very highest standard. In our schools a committed staff maintain and manage the school lands and property and deliver a broad and challenging curriculum with high quality teaching. Our schools place a strong emphasis on pastoral care and offer our students exceptional co-curricular opportunities. Our school heads, deputy heads and senior leadership teams support teachers to work with motivated pupils within a structured and positive environment.
- 1.5 As Jesuit schools there are many ways in which our schools resemble others schools of quality. A genuine family atmosphere dominates in both schools where we provide a home away from home with genuine care and individual attention to boarding and day pupils in small class sizes. What sets us apart from other schools of quality are the strengths we draw from the Ignatian tradition and the rich heritage of Jesuit education in the UK and worldwide. We pursue academic excellence and deliver care to all. We want our students to enjoy their learning and to grow into maturity as 'Men and Women for Others'.
- 1.6 Barlborough Hall and Mount St Mary's are child-centred schools but we are also family-centred. We are inclusive and we welcome families of all faiths and none who share the vision and values that inspire our approach to education as set out in the mission statement that accompanies this Admissions Policy document.

2. Mission Statement

- 2.1 At Mount St Mary's College and Barlborough Hall School a common spirit underpins teaching and learning, the broad curriculum and the entirety of school life. Our mission which is inspired by the Jesuit vision and Ignatian characteristics of education is to produce

well rounded, well- educated and mature men and women of conscience, compassion and competence who will follow the example of Christ as “Men and Women for Others”.

2.2 Therefore we commit ourselves in all areas of school life to realising the following.

2.2.1 *The Magis*; The pursuit of excellence.

This is a core concept in Jesuit education. We expect the best from everyone and we aim for the highest standards in all things. We set ambitious targets for our students and carefully monitor their academic performance. We seek excellence in Music, in Sport and in every hobby, pastime, project and co-curricular activity that our students engage in both inside and outside the classroom.

2.2.2 *Cura Personalis*; The care of each individual.

In our schools we insist on respect for the dignity and potential of everyone because we all are God’s creation. We all are persons of value whatever our different talents or role in the school may be. We value everyone. WE are ambitious for everyone. We seek out their talents and we develop them.

2.2.3 *Maturity*; The Growth of our students in freedom and responsibility.

From the time the students first join us even at age 3 we focus our attention on their growth and on their journey towards greater freedom and responsibility. In both our schools we challenge our students to grow through a broad academic curriculum with wide subject choices and a diverse programme of extra-curricular activities, numerous sports and hobbies.

2.2.4 *Holistic Education*; The development of the whole person.

We challenge our students to help them grow holistically. To develop the whole we devote time to the spiritual, intellectual, emotional, artistic, and physical dimensions of the person. We recognise that each one is unique in the eyes of God.

2.2.5 *Sharing Joy in Community*

Jesuit schools are places that celebrate successes and achievement. Because we keep our class sizes are small we can reach out to each student individually. We want our students to love coming to school. Both the boarders and the day students are surrounded by a supportive community.

2.2.6 *The Spirit of Gratitude*

We want to develop an appreciation for life and a gratitude for the many gifts and talents given to us. We meet regularly at assemblies and liturgies to give thanks and celebrate all that is good in our school life.

3. The Aims of the Admissions Policy

3.1 *To ensure compliance with the Schools’ charitable purpose and general school admissions guidelines with regard to the Charitable Purpose Act 2014*

3.1.1 Mount St Mary’s College and Barlborough Hall are Jesuit Catholic schools open to everyone in the clear understanding that the Roman Catholic religion and its teachings underpin the ethos and life of Mount St Mary’s and Barlborough Hall. Admission is neither restricted by location (region or worldwide) or by financial circumstances – excepting that overall there has to be a proper balance between income and expenditure such that the continuance of the School will not be financially put at risk.

3.2 *To advise and guide the school and those families who wish to apply.*

3.2.1 The policy is intended to be a guide for families and the school to help them make good decisions about admission to school. The policy clearly states the mission and values of the school and gives information about the curriculum delivered. The policy also provides

detailed information about the admissions process, school fees and additional charges, scholarships, bursaries and other fee reductions to help parents make their decision.

3.2.2 The policy also provides a framework to identify and admit children who are most suited to, and most likely to benefit from the academic programme and the full range of educational opportunities that Mount St Mary's College and Barlborough Hall offer. Both schools place a strong emphasis on academic development and a positive learning environment for all students. For this reason a child's academic performance is an assessment consideration in the admissions process at Mount St Marys and Barlborough Hall. The academic assessment is designed to help parents and families make the best decision for their child and to help the school to support the child as they seek for the very best educational experience and grades they can achieve.

3.3 *To ensure fair and equal treatment for all who apply with regard to the Equality Act 2010*

3.3.1 We are an inclusive school. Each year we happily welcome children from many different ethnic groups, backgrounds and creeds. All candidates for admission will be treated equally, irrespective of their or their parents' race, colour, language, religion, political or other opinion, national or social origin, association with a national minority, orientation, property, birth or other status. We invite all of our pupils to attend our church services and school assemblies which are fundamental to our ethos and identity. Whereas we are inclusive and welcoming we do require all parents to be supportive of the schools mission, values and policies. When parents and schools share values and a common vision for education they can work as partners achieve the best results for their children.

3.4 Parents as Partners

3.4.1 The support of parents in fulfilling the College's mission aims is vital. At Mount St Mary's we value the partnerships we have with Parents. We encourage Parents to take an active role within the school by attending meetings and regular school functions and or by being a member of the school's newly re-formed MSM Parents Association. Good communication between the school and the home is important to make this partnership meaningful and productive. The quality of communication is particularly important when we encounter difficulties or when parents feel the need to make a complaint.

3.5 Complaints and Concerns

3.5.1 At Mount St Mary's and Barlborough Hall we do not distinguish between concerns and complaints. We encourage parents to make contact with us if they are unhappy about any aspect of school life. There is one procedure for handling complaints and concerns which is held in common in both the College and the Prep School. The **Complaints Policy** sets out the details of a three-stage process in which the College and Prep School handle complaints from parents with children at Mount St Mary's College. The Policy is published on the school website. The processes and stages involved are also laid out in the Pupil and Parent Handbooks, the Boarding Family Handbook and in the Staff Handbook, and provide the means for parents to appeal against unfair treatment. A hard copy of any School Policy can be made available by contacting Headmaster's Reception on 01246 433388 during normal office hours.¹

¹ Meets ISSR September 2015 Part 7

3.6 Discipline and School Rules

- 3.6.1 To help develop and maintain good communication and understanding we wish to be very clear about the expectations we have in terms of discipline and behaviour. Discipline is key to the learning process. To fulfil our mission we encourage all pupils to act in a responsible way and with consideration for others. In the **Mount Constitution** and the Mount St Mary's College Pupil Handbook you can read the specific dos and don'ts that help us to keep order in a busy college. At Barlborough Hall the behaviour policy contains the school rules appropriate to children from age 3yrs-11yrs.
- 3.6.2 The regulations that govern behaviour are updated from time to time after consultation with staff, students and their parents. In essence they can be summed up as follows.
- 3.6.2.1 We conduct ourselves with **respect**: respect for ourselves, respect for others and respect for our environment.
- 3.6.2.2 We hold dear the Ignatian principles of **compassion** and **care**: we always seek to understand the difficulties others may be facing. We are sensitive to the needs of others and we try to help in any way we can.
- 3.6.2.3 We strive for the **Magis**: in all things, at all times, we have high standards in all that we do and we push ourselves to be the very best we can be - for the Greater Glory of God (**AMDG**).
- 3.6.2.4 These are the 3 'Golden rules' - and, as such, cover all areas of life, both in and out of school.

3.7 Sanctions and Exclusion

- 3.7.1 We promote positive behaviour throughout the school. At the same time pupils know that they are subject to sanctions if they fail to live up to the standards set at Mount St Mary's and Barlborough Hall or if they are in breach of the school rules. The nature of the sanctions will depend on the circumstances in each case. Our aim is that pupils learn from any incidents of misbehaviour. Our approach to discipline is first and foremost a positive rather than a punitive one.
- 3.7.2 Parents and Pupils are encouraged to read the Behaviour Policies on the Barlborough Hall and Mount St. Mary's websites. The school rules set out the procedures by which a pupil and or a parent can voice their concerns or seek redress if he/she feels that he/she has been treated unfairly.
- 3.7.3 Parents and teachers know that most infringements of school rules are minor. We aim to promote positive behaviour but sometimes a simple sanction provides an effective means by which a pupil is likely to learn from his/her mistake.
- 3.7.4 In cases of serious or repeated misbehaviour, a pupil may be excluded temporarily (suspended) or permanently (expelled) from the College. These cases are extremely rare. A pupil is likely to be temporarily or permanently excluded for serious misdemeanours. The nature and length of the exclusion will very much depend on the circumstances of the situation, including previous behaviour of the pupil in question.
- 3.7.5 A temporary exclusion may only be carried out by the Deputy Headmaster, Deputy Head Teacher or Director of Sixth Form, who will inform the Headmaster/Head Teacher. Parents will be informed in writing of the exclusion and the reasons. A parent or guardian may appeal against the exclusion to the Headmaster whose decision will be final.

- 3.7.6 Permanent exclusions may only be carried out by the Headmaster/ Head Teacher in consultation with at least one governor. Parents will be informed in writing of the exclusion and the reasons. A parent or guardian may appeal against the exclusion to the Chairman of Governors whose decision will be final.

3.8 Details of the Admission Process

3.8.1 Age of Entry

- 3.8.1.1 Barlborough Hall School admits children at Nursery Level in the term when they will turn 3yrs for part or full time Nursery education, where the Early Years Voucher Scheme is accepted. Children then move into Pre-Preparatory level at age 5 and are split in two classes of mixed ability. We place children in classes that best suit their needs. Places are offered at all age group levels throughout the school, subject to the availability of places.

- 3.8.1.2 At Mount St Mary's the majority of places are offered at 11+, although places are offered at all age group levels throughout the school, subject to availability.

3.8.2 Feeder Schools

- 3.8.2.1 The majority of our students come from families who live locally. The main feeder school for Mount St Mary's (at 11+) is Barlborough Hall School. The college has good relationships with other independent and maintained preparatory and primary schools whose pupils comprise a significant proportion of the annual intake. The college operates a bus service that stretches more than 30 miles in different directions.

3.8.3 Boarding

- 3.8.3.1 In 2016 approximately 25% of the student population are boarders most of whom are from overseas. A small number of students numbering about 5% of the school population are classified as UK boarders who remain in college five days a week and return home on weekends.

- 3.8.3.2 Because of recent investment the recently refurbished boarding houses mean that all boarding at Mount St Mary's is in en suite shared or single rooms. Boarding places are allocated according to the school's policy of grouping boarders by gender and age. For the most part boarders under 16yrs room in twin rooms with those over 16yrs in single rooms.

4. Entrance Procedures

- 4.1 Mount St Mary's College operates entrance procedures in accordance with HMC guidelines. Barlborough Hall School operates entrance procedures in accordance with IAPS guidelines. Our admissions procedure has eight elements for those applying from within the UK and ten elements for those applying from overseas.

- 4.1.1 Registration (using the college's registration form only). All applicants to enter from Nursery at 3 through to Year 13 must complete the Mount's official Registration Form. A non-refundable fee of £60 will need to accompany the completed form.

- 4.1.2 School Reports are requested of every applicant.

- 4.1.3 Character References (these will usually be from the Head of a candidate's current school and will make reference to the candidate's academic ability, attitude and behaviour, involvement in the school community, talents and interest and any other special circumstances that should be made known)
- 4.1.4 Entry Assessments (For Mount St Mary's Only).
- 4.1.5 Taster day. All registered applicants will be invited to attend a taster day. Whereas these days are not compulsory and may not suit overseas applicants especially they are highly recommended.
- 4.1.6 All applicants are invited to meet with the Headmaster and Head of Year at Mount St Mary's or with the Head Teacher at Barlborough Hall. An appointment with the Head of Learning Support or the Head of English as an Additional Language will also be made as required.
- 4.1.7 Mount St Mary's College and Barlborough Hall School are inclusive and welcoming schools. More details of the additional assessments that can help us be more welcoming and prepared for students with Special Education needs, and /or Access needs can be found about these in section 8 of this policy.
- 4.1.8 All applicants will be notified of the outcome of their application with a formal letter of decision/offer.
- 4.1.9 Guardian requirements for overseas applicants must be complied with in full prior to the offer of a place. Details are available from the Admissions Office.
- 4.1.10 Visa requirements (non EU overseas). The UK Border agency has strict rules governing the award of Visas. They must be complied with in full. Details are available from the Admissions Office.

4.2 Pupils transferring from Barlborough Hall School to Mount St Mary's

- 4.2.1 Because we are essentially one school, the transfer from Elements (Year 6) at Barlborough to Upper Elements (Year 7) at Mount St Mary's is quite easily made. All pupils are invited to attend for a 'transfer test' in January. Teachers from the Mount will visit Barlborough early in year six (Elements) to reassure and help prepare the students for the transfer test and for the transfer to year Upper Elements (yr. 7). After the test the year sixes will be invited to spend taster days at the Mount prior. On that day parents are invited to collect their children from the Mount and have an opportunity to meet with Staff from the senior school.
- 4.2.2 Students from Barlborough Hall have the chance to earn an offer of an Academic Scholarship as a result of the Transfer Tests. In exceptional cases a Music and or Sports Scholarship may also be available to students transferring in to Yr 7. Those who qualify will be notified in writing usually within 7 days from the date of the tests. Once an offer of a scholarship place has been made, parents will be invited to meet with members of the senior leadership team at which point the parents/guardians will be asked to confirm acceptance of the place.

4.3 Pupils entering Mount St Mary's from another school

- 4.3.1 Pupils applying to enter Year 7 (Upper Elements) at Mount St Mary's will sit an Entrance Exam on the same day as the transfer test for Barlborough Hall pupils in late January. All applications must be accompanied by school reports and character references. Offers will normally be made within 7 days of the entrance test.

4.3.2 The small number of students who will qualify for an offer of an Academic Scholarship as a result of the entrance tests will also be notified in writing usually within 7 days from the date of the test. Once an offer of a scholarship place has been made, parents will be invited to meet with members of the senior leadership team at which point the parents/guardians will be asked to confirm acceptance of the place.

4.3.3 Common Entrance is used at 13+ (yr 8 and above)

4.4 The Sixth Form

4.4.1 We offer a broad and challenging Sixth Form. Therefore entry at Sixth Form, entry to the Mount is strictly dependent on GCSE results. To be considered for a place at 6th Form we ask that students must be applying with at least 3 B grades and 2 further C grades at GCSE (or its equivalent).

4.4.2 Because of the values that underpin our mission in education we reserve the right to make exceptions to this strict academic requirement for entry into 6th Form for students who may have underachieved at GCSE in another school. Whereas do not wish to admit students who will struggle to meet the demands of our curriculum but the Headmaster will consider an application from a parent who feels that their child may have underachieved in GCSEs. In these cases the parent is asked to apply for a place for their son/daughter to transfer into the Mount from another school.

4.5 Additional Factors

4.5.1 We are committed to a personalised service across the two schools. When we are oversubscribed and have to decide between two or more candidates who meet our admissions requirements after all appropriate allowances and special considerations have been given we may give preference to:

4.5.1.1 For entry into the Mount, a child who is currently at Barlborough Hall School;

4.5.1.2 A child who already has a brother / sister in the school; a sibling was previously at the school or whose parent is a former pupil of the school;

4.5.1.3 A child who is not registered elsewhere;

4.5.1.4 A child whose parent is a current member of our staff;

4.5.1.5 A child with a particular skill, talent or aptitude that will enhance school life for others.

5. The Fees

In 2016-17 school year the fees charged are as follows.

5.1 **Barlborough Hall**

	Per Term	Per Annum
Upper School	3,315	9,945
Pre Prep	2,487	7,461
Standard Nursery Day 8.30am – 4pm *	42.60	213
	per day	per week
Full Nursery Day 7.30am – 6pm *	47.80	239
(inc. wrap around care)	per day	per week

**Early Years Vouchers are accepted. Please call the office for further details. Nursery Fees are paid pro-rata according to the various lengths of each term and number of sessions attended.*

5.2 **Mount St Mary's College**

		Per Term	Per Annum
Boarders	(Years 12 &13)	9,332	27,996
	(Years 9 - 11)	9,332	27,996
	(Years 7 & 8)	7,109	21,057
Weekly Boarders	(Years 12 &13)	7,528	22,584
	(Years 9 - 11)	7,528	22,584
	(Years 7 & 8)	5,848	17,544
Day Pupils	(Years 12 &13)	4,307	12,921
	(Years 9 - 11)	4,307	12,921
	(Years 7 & 8)	3,749	11,247

5.3 **Additional Charges**

5.3.1 In order to provide the maximum level of support for some of our international students and others who may require it an additional fee of £274 per term or £822 per annum is charged for EAL (English as an Additional Language) classes.

5.4 **Former Pupils and Siblings**

5.4.1 Because of their family centred ethos both schools especially welcome the children of former pupils. Every effort is made to accommodate children from the same family who wish to join across both Mount St Mary's and Barlborough Hall School.

5.4.2 In support of this family ethos the governors will provide an automatic fee discount for siblings on an increasing scale for the 2nd, 3rd, and any further children including nieces and/or nephews.

6. Bursaries and Scholarships

6.1 Bursaries

6.1.1 Mount St Mary's College and Barlborough Hall aim to be inclusive and to reach out to the wider community irrespective of social and/or economic circumstance. The Trust therefore has designed a process to provide a budget for bursary assistance depending on individual and family needs and circumstances. In order to ensure that the budget available for bursaries can be best achieved the following guidelines apply.

- Bursaries are only awarded up to a maximum of 50% of fees.
- Each Bursary is offered for a period of one academic year. For a second or subsequent years a separate application must be made each year.
- The onus is on the applicant to provide up to date and complete information about their financial circumstances, including documentary support. Such information is treated in strict confidence and bursaries are awarded on the understanding that parents will respect this confidence.

6.1.2 Applications for bursaries must be made directly to the school on the registration form. Once an application is received by the Admissions Office it will be referred to the Headmaster who will request further information from the applicant. All applications are considered by the Bursary Committee which is made up of the Headmaster / CEO of the Trust, the Deputy Head of Mount St Mary's, the Head Teacher of Barlborough Hall School, and the Bursar. A recommendation is then made from this committee to the Finance Committee of the Board of Governors.

6.2 Scholarships

6.2.1 In order to promote our broad and diverse curriculum and to attract and reward pupils of high academic, musical, sporting or all round ability and potential the governors reserve the right to award a number of scholarships each year in the following way.

6.2.2 Candidates for scholarships will meet the following criteria.

6.2.2.1 The candidate will already have demonstrated high academic achievement and/or a particular talent in music or sport or other aspects of school life.

6.2.2.2 The scholarship award is intended to be both an incentive and a reward for a student who will make a particular contribution to the life of the school and who by their talent can help the school deliver its mission for others.

6.2.2.3 It would be expected that a scholar would be an outstanding ambassador for the school and would improve the quality of the life of the school through the use of their talents for others.

6.2.3 Scholarships are given at 11+, 13+ and in the Sixth Form

- 6.2.4 Potential candidates at 11+ level will sit the Entrance Exam with all other candidates for admission. They will be notified within 5 working days after sitting the exam and may be invited for interview.
- 6.2.5 Those applying for a scholarships for 13+ and Sixth Form will be asked to sit an assessment. Notification will be given soon after the assessment after which they may be invited to an initial meeting with the Headmaster / CEO of the Trust or other nominated members of the Senior Leadership Team.
- 6.2.6 All scholarship applications deemed to meet the criteria will be considered by the Headmaster / CEO. Whereas he will be guided by members of the Senior Leadership Team only the Headmaster / CEO of the Mount Trust can recommend a candidate for a scholarship award to the Board of Governors.

6.3 Notes on Scholarships and Bursaries

- 6.3.1 Although designed for different purposes it can happen that scholarships and bursaries can both be applied for. In exceptional cases both a scholarship and a bursary may be awarded to the same candidate. Where both are awarded only one of the awards can be of the full 50%. This means that a minimum fee must be paid by the family of the applicant.
- 6.3.2 Scholarships and bursaries are awarded on an annual basis and are strictly conditional on the student maintaining full, positive and active participation in the life of the college.
- 6.3.3 Both scholarships and bursaries are awarded on the undertaking that, unless by mutual agreement, the pupil will remain at Barlborough Hall and Mount St Mary's College until the end of the Sixth Form. All scholarship (and bursary) monies are repayable in the event of an earlier withdrawal of the Pupil by the signatories.

7. Welcoming students with disabilities or other special needs

- 7.1 Mount St Mary's College and Barlborough Hall School are inclusive and welcoming schools. We do not select merely on the basis of academic ability and we do not exclude a student merely because of their perceived academic potential or lack of ability in any area. A key underlying criterion for acceptance of an application by either school is the ability of the school to connect with and educate each individual so that they can develop to the best of their abilities.
- 7.2 Because of the age of their buildings both schools have limited facilities in terms of access for some who are disabled. In spite of the limitations at both schools the staff and management will do all that is reasonable to help students regardless of their abilities or educational needs.
- 7.3 In both schools an active learning support team oversees the provision of Individual Education Plans which can include some extra classes outside of the

mainstream timetable either in small groups or as individual tuition or a combination of both. In both schools however we follow an inclusive model aiming where possible to maximise the integration of learning support into the main timetable and curriculum. For the good of the student it is very important that parents consider how such mainstreaming and the resources available in both schools might impact on their child's needs before making their decision about applying for or accepting a place.

Children with EHC are also supported throughout the school, wherever feasibly possible.

- 7.4 We recommend that the parents of a pupil with special needs from any feeder school including Barlborough Hall School should meet with members of the staff at the school to present and consider any specialist reports, statements and / or other information/background material that will help the school to plan how best to meet their needs. Staff in the schools will be professional at all times and will be sensitive to any parental requests for confidentiality. At the same time we will ask that the parents involve specialist staff of the schools in an assessment of a pupil's or prospective pupil's needs.
- 7.5 For pupils who sit Mount St Mary's College Entrance Examination at 11+, the College will seek to make reasonable adjustments to meet the needs of disabled candidates notified to the College. Prospective parents will be asked to discuss any relevant adjustments at the time of application. Reasonable adjustments may include an allowance of extra time in any College entrance examination and allowance for the use of laptop computers. It is very important that any needs such as these be communicated as early as possible to the school so that we can best assist the applicant and their family.
- 7.6 The Schools need to be made aware of any known disability or special educational need which may affect a child's ability to take full advantage of the education provided at the Schools. Parents of a child who has any disability or special education needs should provide the Schools with full details when registering an interest in the school or at the very latest before they accept the offer of a place.

8. Review of this Policy

- 8.1 We welcome feedback from parents and others on all school policies. Because of its importance to the running of the school we review the Admissions Policy and associated processes for both Mount St Mary's College and Barlborough Hall School each year. The latest version of this policy is published on the school website. Following the annual review the policy may be revised as required and will be re-published at the start of each academic year.
- 8.2 We believe that parents are partners at all stages of the education process. Once a parent has made an enquiry and application we are committed to a relationship with them. We accept that not everything we offer will be attractive to all parents.

We welcome suggestions and comments from parents and take seriously concerns they have. Where a parent / applicant feels unfairly treated we listen to them and we invite them into the complaints procedure which is outlined earlier in this document and which is designed to ensure that all complaints are treated in a professional and appropriate manner.

9. Conclusion

9.1 This revised Policy was ratified by the Governors in November 2015. This Admissions Policy will be revised by the Board of Governors in November 2016. The review will involve consultation with parents, trustees, staff and students past and present. This policy reflects the commitment of the Trust to continue to grow and prosper as a modern educational Trust with a very proud tradition and an excellent future.

9.2 **This Policy has been authorised by the Governing Body of Mount St Mary's Ltd incorporating Mount St Mary's College and Barlborough Hall School.**