

Admissions Policy

Last Updated: September 2025

To Be Reviewed: September 2027

Context

The School is an independently funded Islamic secondary school for children aged 11 to 16. Our vision is to establish and maintain a school which represents the highest standards of educational achievement and Islamic practice. We welcome applications from pupils from all backgrounds, those of faith and none, who share the vision of the school and who are willing and able to work with us to benefit the school and wider British Society.

As an over-subscribed school, we have a selective admissions procedure which is designed to give every applicant an equal and fair opportunity to succeed.

Places are offered solely on the basis of our admissions procedure and with no other initial criteria for offering places. We prioritise applicants from Gatton School or Orchard School and children with siblings already in our school, subject to meeting our entrance requirements.

SEN Student Admission

It is the policy of the school to carefully consider the needs of pupils with SEN (as described under the Education Act 1996, Section 312) as there are, currently, insufficient resources to ensure that their needs will be fully met (depending upon the nature of the SEN). Where pupils are discovered to have these needs as they progress through the school then parents will be informed accordingly.

Please refer to School's SEN policy.

Applications for Year 7

The Year 7 admissions procedure has two elements:

1. **Entrance Examination**
   The entrance examination consists of tests in English, Mathematics and Science. Each test has been specially designed and can last up to one hour or more. There is a short break half way through. Potential candidates will be interviewed by members of staff at the same time as the day of testing.

2. **Pupil School Reference**
   The purpose of the reference is to assess the pupil's suitability for a place in the school on other than academic grounds. The assessment will be based on evidence relating to the applicant's behaviour and attendance record at their previous school/s. Such evidence will be provided in the form of reports, certificates, prizes and similar awards for participation and achievement both at school and in extra-curricular activities. We will make contact with primary schools for a refence to be completed. Without refences being received, no offer of a place can be made.

Since our school is an over-subscribed school, we often have to choose between applicants, and this can be a difficult decision to make. The interview procedure can help us to decide who we will offer a place to; some applicants will almost certainly be disappointed to be placed on our waiting list.

Applicants who are able to provide good evidence relating to their primary school achievement will be more likely to be offered a place than those who have little or none. For this reason, it is very

important that parents/guardians bring as much documentation as possible with them to the interview.

Appeals
Some families may wish to appeal against a decision not to offer their child a place in Year 7. Such appeals should be made to the Director of the Al Risalah Trust, following which a more detailed explanation of the school's decision will be provided.

Applications for Years 8, 9 and 10
The same criteria and procedures that apply to applicants for a place in Year 7 will apply to applicants for places in other year groups. The only difference will be that the Year 7 entrance examination will be replaced with an appropriate National Curriculum test in English, Mathematics and Science. Interviews will be offered to applicants who achieve an average or above average level for their year group and based on excellent school references. Languages like Arabic will support these applications. Applications for Year 10 will usually only be considered up to the first two weeks of the commencement of Year 10.

Applications for Year 11
Such applications will not normally be considered.

English as an Additional Language
Students applying with English not being their first language, will be considered on the basis of whether the school is able to meet the childs indivdual needs.

Education Health and Care Plan
Students applying that are currently on a health plan, will be considered on the basis of whether the school is able to meet the childs needs.

Related Polices

- SEN Policy
- Complaints Policy