



Admissions Policy

Last Updated: September 2018

To Be Reviewed: September 2019

Context

Al Risalah School is an independently funded Islamic secondary school for girls. Our vision is to establish and maintain a school which represents the highest standards of educational achievement and Islamic practice. We welcome applications from girls 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, neither do we prioritise applicants from Gatton School or Orchard School. In the event that we still have to choose between applicants after the interview stage, we will consider factors such as having a sibling in the school.

SEN Student Admission

It is the policy of the school not to accept children with SEN (as described under the Education Act 1996, Section 312) as there are insufficient resources to ensure that their needs will be fully met. 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. Pupils who are successful in the entrance examination will be invited with their parents/guardians for an interview with the Head Teacher.

2. Pupil interview

The purpose of the interview 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 applicants 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 also ask the pupil's primary school to provide a reference.

All families invited to interview will be offered an equal opportunity to make a case on their child's behalf supporting their application.

Since Al Risalah 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. A letter from the child's Year 6 teacher can be very helpful for example.

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. Please follow the school's Complaint Policy.

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 good school references.

Applications for Year 11

Such applications will normally only be considered on exceptional grounds.

Related Policies

- SEN Policy
- Complaints Policy