



Dulwich College - Admissions Policy for children entering DUCKS from the age of 6 months to 7 years

Introduction

1. DUCKS is the Kindergarten and Infants' School of Dulwich College, for girls and boys from 6 months to 7 years old.
2. The aim of this policy is to ensure that parents will have the opportunity to make an informed decision as to whether DUCKS is an appropriate school for their child.
3. This policy is addressed to prospective parents and pupils and to all members of the teaching and administration staff.

Diversity

4. Social diversity is a fundamental part of the College's ethos. We welcome children from all different ethnic groups, backgrounds and creeds.
5. At DUCKS human rights are respected, balanced with the legitimate needs of DUCKS itself and the rights and freedoms of others.

Disability and Special Educational Needs

6. We will do all that we reasonably can to accommodate the needs of children with disabilities, subject to the resources and facilities that are available at the relevant time.
7. Parents of a child who has a disability or special educational needs should provide the College with full written details at the time of registration. We need this information so that we can assess whether we can accommodate the child's needs and make any reasonable adjustments.
8. If special education needs or a disability become apparent to DUCKS after admission, DUCKS will consult with the child's parents.

Baby Room

9. Children admitted to the Baby Room must be older than 6 months at the date of entry. There is a maximum of 6 children attending any session at a time.
10. Baby Room children may start throughout the academic year.

Toddler Room

11. We will offer a Toddler Room place to children based on their developmental readiness.
12. Children joining the Toddler Room at points in the academic year other than September generally do so from the Baby Room.
13. Children move from the Toddler Room to the Duckling Room in the September after their second birthday.

Duckling Room

14. Usually the minimum attendance in the Kindergarten is three sessions however, alternative sessions may be offered in order to maintain an appropriate staff:child:session ratios and gender balance.
15. The Duckling Room year group is made up of children from the Toddler Room and children from the 2+ waiting list. All children in this Room will turn three during the academic year.
16. Parents with children already attending the Kindergarten who would like their child to be admitted to the Infants' School for the Nursery Class (3+) should ensure they complete the necessary application form by 1 December of the previous year.

Nursery (3+) Classes

17. The minimum attendance in the Nursery Class is five mornings during the Michaelmas term with the option of any additional afternoon sessions. From the Lent and Summer terms the Nursery Class attendance is full time.
18. When places become available at 3+, prior to an offer being made parents and their children are invited to the Infants' School. The parents attend a talk by the Head Teacher and tour of the school. The child will spend time in the classroom with a teacher who will assess that they are secure in their

development of all seven areas of EYFS. We will expect this to be in line with their age in months at the time of the assessment and are looking for children who show readiness for learning and will work well alongside the current cohort.

Reception (4+)

19. The majority of children in Reception come through from our nursery.
20. There is a small intake of children who have not previously been in our nursery. Before deciding whether to offer a vacant place in Reception to such a child we need to assess their ability to benefit from and adapt to the learning already established in the class. Parents and their children will be invited to the Infants' School. The parents attend a talk by the head and a tour of the school. The child will spend time in the classroom with a teacher who will assess their development in the seven areas of the EYFS. If there is competition for places amongst a number of children whom we believe could benefit from and adapt to that learning, places will be offered to the children whom we consider are likely to do so best.

Gender Balance

21. DUCKS endeavours to maintain a reasonable mix of girls and boys. Accordingly, a place may be offered to a child of one gender rather than the other in order to try to maintain a reasonable gender balance.

Vacancies in Years 1 and 2

22. Occasionally vacancies become available in Year 1 (5+) and Year 2 (6+) classes. Before deciding whether to offer a vacant place in Year 1 or 2 to a child we need to establish the child's ability to benefit from and adapt to the learning already established in the class. Our assessment for Years 1 and 2 includes Literacy, Numeracy and reading, along with a writing sample and a recent report. In the case of children whose first language is not English, it is important that their knowledge and understanding is of a standard that ensures they keep pace with the curriculum.

Entry process in respect of overseas families

23. Alternative arrangements may be made in the case of applicants living abroad at the time they apply to DUCKS.

Waiting list Priority

24. Where there is a waiting list, priority is given:
- Firstly, to children of Dulwich College employees
 - Secondly, to siblings of children already at DUCKS

Allocation of Remaining Places

25. After all appropriate considerations have been taken into account in accordance with this policy remaining places are offered in date order of application.

Accuracy of Information

26. DUCKS relies on the truthfulness of the information provided by parents/guardians in the course of the application procedure. Where we believe that the information provided was deliberately misleading, we reserve the right to deny admission or, where a child has already entered DUCKS, to request that the parents/guardians remove the child immediately.

Terms and Conditions

27. Admission is subject to parents accepting our Standard Terms and Conditions and paying the appropriate deposit.

Immigration law

28. The College is a Highly Trusted Sponsor licensed to admit pupils who are non-EEA nationals. Its conduct during the admissions procedure, including the admissions decision itself, will comply fully with its duties as a licence holder.

Enquiries

29. Enquiries about admissions should be directed to the DUCKS office. Further information regarding admissions can be found on our website.

Last review: August 2018

Next review: August 2019