



Admissions Policy - Whole School

Austin Friars is an independent, co-educational, all-inclusive catholic day school community inspired by the tradition of St Augustine.

The School's broad aims are set out in the Mission Statement.

General criteria for entry

Candidates are offered places at the Headmaster's sole discretion and on the basis of their ability to pursue the School's curriculum. The School has a proud tradition of developing fully the all-round potential of every individual, be that academic, cultural or sporting.

In keeping with the School's ethos, every effort is made to accommodate children from the same family, where places are available, just as every effort is made to accommodate the relatives of former pupils, where places are available.

Progression Through the School

As a 3–19 school, Austin Friars provides a continuous educational pathway from Pre-School through to Sixth Form, as long as pupils fulfil the other criteria for transfer. Pupils normally progress from Pre-School to the Junior School and from the Junior School to the Senior School, provided they continue to meet the School's academic, behavioural and other relevant requirements for continued enrolment.

The School does not admit students solely on the basis that they are aged 19. However, in certain circumstances, a student who enrolled before reaching the age of 19 may remain on roll after their nineteenth birthday in order to complete their Sixth Form programme of study and sit their A-Level examinations. Any such student would be an existing member of the School who has progressed through the School's normal educational pathway. The extension of the age range from 3-18 to 3-19 is intended solely to accommodate existing Sixth Form students whose nineteenth birthday falls before the completion of their A-Level studies.

Entrance procedures

Children are admitted into the Early Years Foundation Stage once they have reached their third birthday. Places are allocated according to availability, within the permitted supervision ratios, following assessment that the Pre-School can meet the needs of the individual child. Parents are encouraged to come for two short visits in the month prior to their child entering the nursery.

The majority of places in the Junior School are offered for entry into Kindergarten. Entry into Kindergarten is by taster period.

Admissions at other levels are considered subject to availability. Entry into the Junior School at all levels is by assessment of English and mathematics; prospective pupils spend a taster period in School.

The Senior School adopts a three-form entry policy. The majority of places are offered at 11+. Admissions at other ages are considered, subject to availability of places. As a general rule, pupils moving into the 4th Form are required to have good prospects of achieving a meaningful grade (4 – 9) in a minimum of 5 GCSEs including Mathematics, English and Science (Learning Support will be taken by pupils for any non-GCSE allocated lessons). Following the end of year examinations in the 2nd Form, parents of any pupils at risk of not meeting this minimum standard will be contacted and the pupils' progress will be discussed and monitored closely thereafter. Entry to the VI Form is on the

basis of performance at GCSE. Pupils are required to have good prospects of passing at least two A' Levels (A* – C). At other levels, entry is on the basis of assessments and current school reports. Parents are generally asked to indicate acceptance of a place offered by the first Monday in March. It is assumed that J4 pupils will automatically transfer into the 1st Form unless a terms notice is given.

Acceptance of a place is confirmed following receipt of a signed agreement form and payment of the appropriate deposit for external candidates.

Pupils with specific learning difficulties

Austin Friars accepts a number of pupils with Specific Learning Difficulties, where the School is able to meet those needs through its Learning Support Department. Pupils with Specific Learning Difficulties are assessed prior to entry in the light of any specialist reports to ascertain whether the School is able to meet their needs. The number of pupils in this category depends on the ability of the School to provide an adequate level of support consistent with the Learning Support Department's small group and individual tuition arrangements, as well as the integration of Learning Support into the main curriculum.

Please also refer to the School's Accessibility Policy, Learning Support Policy and Equal Opportunities Policy.

Bursaries

The School aims to reach out to the wider community irrespective of social and/or economic circumstance and accordingly provides bursary assistance which is dependent upon individual and family needs and circumstances. Bursaries are only awarded where applicants provide up-to-date 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. Bursarial assistance may be withdrawn if details are shared with third parties.

Deleting pupils from the Admissions Register

The school will inform the Local Authority where a pupil's name is going to be deleted from the admissions register on certain grounds. In summary, these are:

- when a child is being taken out of school to be home educated
- when the family has apparently moved away but the school is unaware of where to
- when the child has been certified as medically unfit to attend
- when a child is in custody for more than 4 months and the Headmaster does not have reasonable grounds to believe the child will return at the end of that period
- when a child has been permanently excluded
- when a child is registered at (an) other school(s) and has ceased to attend and the head/proprietor of the other school(s) at which the child is registered gives consent; except where the child has died, been permanently excluded or is of no fixed abode
- when a child does not return from a leave of absence exceeding 10 days after the Headmaster and the LEA have failed, after reasonable enquiry, to ascertain where the child is
- when a child has been continuously absent without authorisation for 20 school days and the Headmaster does not have reasonable grounds to believe that the child is unable to attend by reason of sickness or unavoidable cause.

A full terms' notice must be given in the event of the removal of a pupil from the School at any stage. In default, fees for both the current term and the full term in respect of which notice should have been given, must be paid in lieu of notice.



When notice has been given and accepted by the School then that place is forfeited and the Headmaster is at liberty to offer that place to another pupil. If the pupil, in respect of whom notice has been given subsequently wishes to remain at the School then a fresh application must be made. However, depending on circumstances at the time, there is no guarantee that a place will be offered.

Headmaster
September 2026