



## **ADMISSIONS POLICY**

### **1. INTRODUCTION AND STATEMENT OF INTENT**

At Newberry House Montessori we value the individuality of all children. We are committed to giving everyone the opportunity to achieve the highest of standards and to ensure that this happens regardless of age, gender, ethnicity, attainment or background. We look for children and parents who share our goal of a nurturing, cooperative atmosphere in which to challenge students to reach their full potential in their intellectual, physical, and artistic pursuits.

The aim of Newberry House Montessori is to provide a secure and happy environment for children within which they can fulfil their developmental potential and become independent. We strive to offer a setting for all children without discrimination where they can be together in harmony.

### **2. WHY THIS POLICY EXISTS**

Admission to Newberry House Montessori School is designed to give parents an opportunity to learn about the school, its philosophy and policies, and to meet our administration and faculty. The Admissions procedure gives us an opportunity to assess each child's situation and determine whether we are able to meet the needs and expectations of the parents. Our goal is to enrol families who will both benefit from and contribute to what the school has to offer.

### **3. THE APPLICATION PROCESS**

The process begins with either an online contact, a walk in or a telephone call. Parents are advised to make an appointment to visit the school with their child/children. All parents who wish to apply will then be asked to complete an application form, pay the application fee and return it to the school as soon as possible. Once the application has been assessed, and depending on the space available, the school will call the parents for an interview. The child will then be invited to spend time in the Montessori classroom environment for observation and assessment, and for the child to see if the environment feels like the right place for them. Only after this observation and full interview with the parents will the family be informed of the child's enrolment status.

Should there be no space at the time of application, parents will be given the option for their child/children to be placed on the waiting list.

### **4. CRITERIA FOR ELIGIBILITY (AGE IN PLANE)**

- 4.1. TODDLER PLANE (Ages 18 months to 3 years)
- 4.2. ECD – PRE-SCHOOL PLANE (Ages 3 years to 6 years)
- 4.3. ELEMENTARY PLANES - Includes Junior (6 to 9 years) & Senior Primary (Ages 9 years to 12 years)
- 4.4. MIDDLE PLANE – (Ages 12 years to 15 years)
- 4.5. HIGH SCHOOL PLANE – (Ages 15 years to 18 years)

### **5. CHILDREN WITH SPECIAL NEEDS**

Children with mild physical, mental, or educational differences are considered for admission.

Reasonable accommodations will be made provided that no significant changes to the programme are required and that the child does not pose a risk to themselves or others. On application parents will be required to submit a recent diagnostic assessment by qualified professionals which identifies the child's needs within a mainstream environment. Periodic assessment may also be required during the school year and prior to re-enrolment. An educational assessment made during this time will determine the child's progress to ensure that our environment supports the developmental

needs of the child. Should it be required parents may be requested to source and cover the cost of a suitably qualified Montessori facilitator to assist should they wish for their child to continue at Newberry House.

**6. WAITLIST PREFERENCE (WEIGHTING)**

- 6.1. Montessori families (children who come from a Montessori school)
- 6.2. Siblings
- 6.3. Date of application

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