

Cobham Montessori School

Education for life

Admissions Policy

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1.0 Introduction

At Cobham Montessori School we welcome children from the age of 2 up to the end of the Summer term after the child's 5th birthday (end of EYFS). Applications may be made at any time during the school year.

We also offer a very limited number of full-time places in our Children's House, to children of statutory school age. For home-schooled children of statutory school age, we currently welcome children on a part-time basis in our Elementary class up to the end of the Summer term after their 11th birthday.

All children who are below the normal school starting age may attend on a part time basis, Children under 3 begin by attending a minimum of two mornings per week: we take care to help the child settle in happily and quickly and provide parents with appropriate feedback during their first few weeks.

Children in the Children's House must attend on a regular basis a minimum of 5 sessions per week, so as to achieve maximum benefit from the school's Montessori curriculum. Each half day counts as one session and the 5 sessions may be taken as a combination of full days (2 sessions) and half days (1 session).

Children who have reached school age (aged 4 before the 1st September in the new academic year) are expected to attend full-time. Children who have reached statutory school age (from the beginning of the term following the child's 5th birthday) must attend full-time in the Children's House.

Children who are joining the Elementary class directly will be expected to have attended a Montessori school for at least some of their prior education.

These arrangements will be reviewed as and when Cobham Montessori school is admitted to the register of Independent Schools.

2.0 Admissions Procedure, Arranging a Visit

All enquiries are offered an appointment to view the school and meet with the Head of School. This appointment includes a guided tour of the didactic materials in the classrooms with an explanation of their educational value to the child and how the Montessori method delivers the child's education through supporting the child's natural development. We encourage parents to ask questions and to explore whether our school is a good 'fit' with the family's own ethos.

3.0 Allocation of Places

We endeavour to accept all pupils, regardless of any disability (SEND) of which we are made aware. In assessing any pupil or prospective pupil the school may take such advice and require such assessments as considered appropriate. This is to ensure that we can provide the right environment for each child's academic and pastoral needs. The life of the school is enhanced by inclusive policies but equal importance is given to ensuring that no pupil's education is impaired.

We consider all children for admission to the school who have the ability to benefit from our Montessori curriculum which encourages children to develop a high degree of independence in their own learning. Pupils whose SEND are suited to our environment are welcomed where we have, or can reasonably obtain or put in place, the appropriate resources and facilities to offer them the support they require.

Please be aware that we are legally not allowed to offer a full-time place to any child of statutory school age who has an education, health and care (EHC) plan or statement of special educational needs (SEN).

Subject always to not exceeding our maximum limit of 35 (full time equivalent) places, we do not, in fact, operate on the basis of a fixed number of places but rather base the size of the group taking into account the mix of children and their individual needs. Consequently, we need to meet each child before an offer of a place can be made.

Places are usually offered on the following basis.

1. Siblings of children already attending the school
2. Children of parents who wish to leave their child in the school until the end of their primary education (subject to DfE registration)
3. Children of parents who wish to leave their child in the school until the end of their Reception year
4. Children of families who have a genuine interest in the Montessori approach to child development.
5. Children of parents who require a minimum of 3 sessions for children under 3 and 5 sessions for children who are 3 and over.
6. Thereafter in order of date of receiving the completed Registration requirements.
7. We shall not usually offer a place to a child if parents plan to move the child to another preschool before Reception year.

Other than rolling admissions during the academic year (if places are available) places will be confirmed no less than 6 weeks before the start of the term of entry.

4.0 Registration Process

Parents wishing to register for a place should request a copy of the Registration Form following their visit to view the school. Parents who wish to register for a place for their child are asked to complete the Registration Form appropriate to their child's age. A Registration Fees of £50.00 is required at the time of submission of the Registration Form.

For children of preschool age we will typically have met the child during the parent visit. If not, we will invite the parents to visit with their child for a short taster session. For children who are of school age, we will invite the child to join us for a taster day where the child will be able to 'try out' the Montessori environment.

Parents will be advised as soon as possible whether or not their application is successful. On acceptance of a place, a deposit is payable (as indicated in the current Fee Schedule) to secure the place.

Parents will be asked provide original identity documentation and to complete a medical questionnaire and New Starter Forms before the start of their child's first term.