

Admissions

Policy and Procedures

Avenue House School



Approved by: Governors & Headteacher

Review date: September 2026

Next review date: September 2027

Admissions

Children are eligible to join Reception following their fourth birthday.

As part of the admissions process, children are invited to attend a short play-based assessment session. This provides an opportunity for staff to get to know each child, observe their social, emotional and developmental readiness for entry into the Early Years Foundation Stage (EYFS), and identify any individual needs or support requirements.

Using the School's admissions criteria, children are observed within a classroom environment and may be invited to participate in a range of age-appropriate activities, both independently and in small groups.

The key focus is:

- Keep the experience positive and welcoming
- Observe children in normal classroom and play situations rather than through formal testing alone.
- Assess the child's readiness for the setting, while also considering whether the setting can meet the child's needs.
- Use information from parents and previous settings alongside observations.

The offer of a place is subject to the successful completion of this observation process and a meeting between parents and the Headteacher.

Admissions to Other Year Groups

Applications for places in year groups other than Reception will be considered where vacancies exist. Prospective pupils will normally be invited to attend a taster session. The purpose of this visit is to support transition, enable the child to become familiar with the school environment, and allow staff to assess how the child engages with learning and school life. The Headteacher will also meet with the prospective pupil and their accompanying parent.

During the visit, children will be assigned a buddy or peer mentor. They will be included in normal lessons and activities and observed discreetly, to avoid making day feel like an examination. After the Visit staff share observations. Copies of the most recent school reports and a reference from the current school will be requested and considered before a place is offered.