

# De La Salle College



## ADMISSIONS POLICY

|                              |                           |
|------------------------------|---------------------------|
| Compiled by: The Head Master | Date: April 2016          |
| Policy Holder: K. Wall       | Revision date: March 2018 |

From its foundation in 1917, De La Salle College, Jersey has developed to provide a Catholic and Christian education for those families who desire it. We have always opened our doors to pupils of other denominations and indeed the College was ecumenical before ecumenism featured in the priorities of the Christian Church.

## De La Salle College PRIMARY SCHOOL ADMISSIONS

There are currently **three usual points of entry** into the Primary School of the College:

**Pre Reception - Pre Reception Class - i.e. entry aged 3 by 31<sup>st</sup> August**

**Key Stage 1 - Reception Class - i.e. entry aged 4 by 31<sup>st</sup> August**

**Key Stage 2 - Junior Phase - Year 3 - i.e. entry aged 7 years by 31<sup>st</sup> August.**

### Procedure

Following completion and subsequent acknowledgement of a Registration form, the next step is the Interview. Parents will be contacted in the Autumn term preceding their son's proposed date of entry. A meeting between them and the Head of Primary School will be arranged at a mutually convenient time by the Admissions Officer. As part of the interview process the Headmaster will escort prospective parents on a tour of the Primary School.

### Entry Criteria for De La Salle College Primary School:

- Applicants are given priority if they fall into one of the following categories:
  1. Boys from practising Catholic families.
  2. Boys who have a brother attending De La Salle College in the coming September or have had a brother(s) attending De La Salle College in the past.
  3. Boys who have a sister attending Beaulieu Convent in the coming September or have had a sister attending Beaulieu Convent in the past.
  4. Boys who have attended FCJ (**applicable to registrations at KS2**)
  5. Boys whose father attended De La Salle College.
- If there are places remaining, consideration will then be given to those who do not satisfy any of these criteria. In this group, all applicants will be treated equally and the date of application will not give an advantage.

Following this interview we will notify prospective parents of our decision. Parents of boys with Educational Needs may be asked to attend a further interview to assess whether De La Salle can provide appropriate support before a decision is made.

When all the places have been filled, those candidates who have not been successful will, if the family so wishes, be placed on a waiting list.

**For admission to classes other than Pre- Reception, Reception and Year 3** an offer of a place depends on whether there is a vacancy in the appropriate year group.

- The Headmaster will notify prospective parents of such vacancies in the early part of the summer term preceding entry.
- When vacancies are not available applications are carried forward year by year until selection at secondary level.

## **De La Salle College – SENIOR SCHOOL ADMISSIONS**

Choosing a senior school can be a daunting prospect. We recognise that it is vitally important that you choose the right school for your son. To ensure this is a positive process the Headmaster and Senior Management Team will begin a dialogue with prospective parents and their son. We hope to be able to get to know you and your son well, to assess whether his needs and aspirations fit best with what we can offer.

### **Entry requirements**

De La Salle Senior School takes boys of all abilities and there is no entrance examination.

Boys who already attend De La Salle primary school will be given an opportunity to attend an open evening four terms before the due entry date. Following this, a conditional offer of a place will be made at De La Salle Senior School.

In order to gain admission to De La Salle Senior School for **boys from external primary schools** we request that parents complete the Registration form.

### **Procedure**

Following completion and subsequent acknowledgement of a Registration form, the next step is the Interview which will normally take place on a Saturday and will be arranged at a mutually convenient time by the Admissions Officer. Entry interviews will be scheduled four terms before the proposed date of entry. Parents will be asked to provide us with their son's two most recent school reports. As part of the interview the Headmaster, or a member of the Senior Management Team, will escort you and your son on a tour the Senior School.

### **Entry Criteria for De La Salle College Secondary School:**

1. Boys from our own Primary School on recommendation of Head.
2. Boys from practising Catholic families.
3. Boys who have, or have had, a brother in the College.
4. Boys attending FCJ Primary School.
5. Boys whose father attended De La Salle.

## 6. Boys who have, or have had, a sister at Beaulieu Convent.

Following this interview we will notify prospective parents of our decision. Parents of boys with Educational Needs may be asked to attend a further interview to assess whether De La Salle can provide appropriate support before a decision is made.

- If there are places remaining, consideration will then be given to those who do not satisfy any of these criteria.
- When all the places have been filled, those candidates who have not been successful will, if the family so wishes, be placed on a waiting list.

All offers of places at De La Salle College Primary and Secondary Schools are subject to a £500 non-refundable deposit that will be credited against the first term's fees due when the pupil takes up his place.

We endeavour to make the transfer to De La Salle College, whether at Senior or Primary level as smooth as possible. A joining pack of detailed information, such as term dates and uniform, Setting Out booklet; is sent to parents prior to entry.

As part of the Interview process you will be given a tour of the school by a member of the Senior Management Team approximately four terms before the prospective start date. Alternatively you can make an appointment to visit the school by contacting the Admissions office.

### **Appeal's Procedure**

The final decision on admission rests with the Head Master of De La Salle College.

### **Registration Form**

In order to begin the process of admissions to De La Salle College you will need to complete our Registration form and return it to the Admissions Officer along with the registration fee of £50. This will allow us to register your child for consideration of a place for their relevant admissions year. Please click on the link below to download a pdf version of the Registration form, alternatively contact our Admissions Officer on 01534 754100 or email: [admissions@dls-mail.co.uk](mailto:admissions@dls-mail.co.uk) and we will put a copy in the post for you together with a Prospectus.

