

Admissions Policy

Al-Falah Primary School

Reviewed on:	Oct 2022
Next review:	Oct 2024

Admissions Policy

Al-Falah Primary School is open to all children regardless of their ethnicity, race, culture or religion. Al-Falah Primary School is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment.

Admission Procedure:

Al-Falah Primary School aims to provide an education for pupils of all abilities and use our best endeavours to remove barriers to learning by providing high-quality teaching differentiated for individual pupils. Parents are encouraged to discuss their child's needs with the school so that their needs can be met positively.

Parents who wish to send their children to Al Falah Primary School must fill the Application form: <http://www.alfalahschool.org.uk/Application%20form.pdf> and email the completed form to info@alfalahschool.org.uk or handover to the school office with the following documents:

- A copy of the birth certificate of the child
- Previous reports and assessments from schools or nurseries last attended
- Proof of address in the form of a recent utility bill or bank statement

Admission criteria:

The place will be offered in the priority order listed below:

1. Children living within the nearest area of the school who at the time of application has a sister or brother on the school roll and who will still be on roll at the time of the sibling's admission.
2. Children living outside the local area of the school who have a sister/brother on the roll at the time of admission and who will still be on roll at the time of the sibling's admission.
3. Children living within the local area of the school who have no sibling in the school at the time of admission
4. Children living within the London Borough of Hackney
5. Children living outside the London Borough of Hackney

NB: Children will be selected on a first come first basis within each criterion.

Year 1:

The above criteria will be followed.

Year 2 – Year 6:

The school operates a waiting list system for admissions in Yr 2 – Yr 6.

The place will be allocated based on the following criteria:

- Entry Examination, students from the waiting list will be called to sit for the examination.
- Previous reports from school last attended
- The existing criteria (points 1 – 5) will be maintained.

Admission Times:

Admission in all classes will be taken only twice in a year, in September and January. If any student leaves in the middle of the year or end of the year, Al Falah's admission team will replace the student. The admission criteria of year-2 – year-6 will be followed.

Test Dates:

For September admission: The test/examination will be taking place in April.
For January admission: The test/examination will be taking place in October.

All Applicants:

Once the place has been offered parents will be called in for a meeting with the Admissions officer or Head Teacher who will explain all the school policies, rules and regulations. Upon acceptance, the child will be given a start date.

EHC (Educational Health Plan):

An Education Health Care Plan in Al-Falah is known as the "One Plan". Its purpose is to ensure that the special education provision meets the special educational needs of the child and to secure the best possible outcomes for them across education, health and social care. An EHC plan can be requested by the school or parents when a child has not made the expected progress and concerns remain despite the school providing clear alternative teaching methods, interventions and support for the child.

EAL (English as an additional language):

To meet our responsibilities to our E.A.L. pupils by ensuring their equal access to the curriculum (and other educational opportunities) and the achievement of their educational potential. The school carry out proficiency skill test for each child. We

ensure that all our E.A.L. pupils participate in the life of the school and gain access to appropriately planned and prepared the curricular provision. We make sure that our E.A.L. pupils attain curriculum levels and public examination grades appropriate to their abilities. To monitor the progress of our E.A.L. pupils' acquisition of English, of their general achievement and of their attainment in public examinations/end of Key Stage assessments.

Contact:

M A Hussain

Headteacher

T: 02089851059

Email: a.hussain@alfalhschool.org.uk

Shah Jafar Abdullah

Admissions officer

T: 02089851059

Email: info@alfalhschool.org.uk