



ADMISSIONS POLICY

Summary of changes

Staff member responsible	Revision date	Approved by	Approval date	Reason for update
EGA	9.11	SSG	Nov 2023	Reg Fee: req at point of offer for all boarding applicants
	9.11	SSG	Nov 2023	Level of English - UKVI check our process of how this was assessed, important to show there was an assessment I think

There is competition for places at Dollar Academy and admission is dependent on the level of prior attainment and perceived academic potential, and on a judgement of a pupil's likely positive contribution, through good behaviour, hard work and enthusiasm, to the aims, ethos and co-curricular life of the school.

Before offering a place, we need to feel reasonably sure that we will be able to educate prospective pupils in line with their ability and in line with the standards achieved by their prospective peers. Everyone admitted to Dollar Academy is expected to try to make the most of all that is on offer during their time at the school.

In addition to the Entrance Assessment, we also take into due consideration the applicant's age and any other relevant information that may be available. The aim is to conduct admissions on a fair and non-discriminatory basis. Parents are required to draw to the attention of the Registrar any factors which they would wish to be taken into account in conducting assessments.

In assessing our ability to provide education for any pupil, we may take such advice, and require such assessments, as we regard as being appropriate. Where an application is received from a pupil currently attending an independent school, Dollar Academy reserves the right to contact the pupil's school to (a) request a reference and (b) to ensure no outstanding fees are due before a possible transfer.

Reasonable adjustments will be made available in the entrance assessments if supported by an Educational Psychologist's Report or equivalent independent medical report which is not more than two years old at the date of the examination. The school will also seek evidence of history and need of provision from a candidate's current school.

Parents of applicants should note that some year groups will have no spaces available and that the School normally does not routinely offer entry directly into Form VI, although exceptional candidates and circumstances will be considered.

Applicants will be considered only when the Application Form has been completed and returned with payment of the non-returnable Registration Fee and relevant paperwork. Entrance assessments may be varied and/or may be held for late applicants and/or at times other than those published in advance at the School's discretion. Admission will be subject to availability of

a place and fulfilment of the current admission requirements, and is at the discretion of the Rector. In the event that a pupil does not gain a place at Dollar Academy parents will be advised of the reasons and can contact the Registrar in the first instance to discuss the decision.

Dollar Academy welcomes children from all backgrounds. Dollar Academy conducts its admissions process in accordance with its obligations under the Equality Act 2010 and is committed to ensuring that it does not discriminate against any applicants with a protected characteristic. All applicants will be treated fairly and equally regardless of race, sex, gender re-assignment, sexual orientation, disability, religion or belief (including those with non-religious beliefs), pregnancy or maternity.

Dollar Academy will make reasonable adjustments to ensure that children with disabilities have full access to the curriculum.

Dollar Academy accepts applications from overseas applicants and a good level of English is expected – this will be assessed by the Rector during the interview. Pupils for whom English is a second language may be required to have additional tuition to improve their standard of written or spoken English.

Any personal data Dollar Academy receives during the admissions process will be processed in accordance with the Data Protection Act 1998 and the General Data Protection Regulation. Data will be held securely and will not be retained by Dollar Academy for any longer than is necessary.