

THE IONA SCHOOL

Waiting List Policy (Revised June 2016)

General Principles

To be placed on the waiting list a child must comply with the criteria outlined in the

Admissions Policy.

Each year group whether in Kindergarten or classes 1-6 can under normal circumstances accommodate 26 children. These are the levels at which the classes are regarded as technically full.

When the number in a class is below these levels, places will usually be given to applicants who meet the other criteria for admission in the following order:

- To the children of staff coming to or already working in the school
- To the children moving up from Kindergarten to be in the school
- To the siblings of existing pupils
- To the children of past pupils of Iona Steiner School
- To children from other Steiner schools
- To those families who have demonstrated their commitment to Steiner education
- On a first come first served basis

If a place is offered but not taken up, the applicant will be placed at the bottom of the waiting list if the place is still wanted. At the end of each academic year the school will contact all those on the waiting list to ask if they wish to remain on it. The school may decide to admit additional pupils above the level at which the class is technically full, provided that the educational needs of the pupils to be admitted and those already in the class, can continue to be met.

Decisions will be taken on an individual basis and may take into account the ease with which applicants are expected to adjust to the class and the curriculum. In some cases this may result in an applicant being offered a place before another, earlier applicant.

If the class teacher feels that their class is at capacity at a lower number than described above, we reserve the right to that the class is "full" we rely on the teachers discretion at all times.

For definition of siblings, these are defined, by the Iona trustees as;

" a child living at the same address (for at least five days a week, every week) as a half or full brother or sister, an adoptive brother or sister at the time of application and remaining so at the time of admission".

Removal from waiting list

You will, as outlined above remain on our waiting list until a place is available.

If the college feel that there will be a detrimental relationship between the school, staff or school community and prospective parent/s for any reason they can request removal.

This will be discussed within the Iona School College of Teachers and you will be informed in writing or via a meeting (whichever we deem appropriate) that we will be removing your child from the waiting list. We will furnish the Iona School trustees with full reason and notes regarding our decision.

You can appeal against this by writing to the chair of trustees at the school address. However, their decision will be final.

Issue date

This policy takes effect from October 2009.

Review date

This policy will be reviewed (and if necessary revised with the approval of the School Management Team) on an annual basis.

Endorsement

Full endorsement to this policy is given by:

Name:	Mr Martin Taylor
Position:	Iona School Trustee
Signed:	
Date:	15/08/18

Related documents:

- Admissions policy
- Inclusion policy
- Class size policy