

Admissions Procedure for Prospective Parents

We aim for our admissions process to be completed within a month, sooner whenever possible. Our process is intended to help you determine with clarity and grounding if The Iona School is the place you want to send your child to. Your clarity will help your child to feel comfortable at school.

Children can join the Kindergarten from the age of 3. They must be using the toilet independently and need to be ready to separate from their parents. Admission to main school is from the age of 6 (rising 7).

Community Supported Places are available from time to time. Please request further details from the Communications and Admissions Manager at initial enquiry step.

Step 1 Initial Enquiry

Speak with the Communications and Admissions Manager who will send you relevant admissions information, including a Prospectus, Fees List and Admissions Policy.

Step 2 Attend Open Morning

It is recommended that you attend an Open Morning which gives parents/carers the opportunity to have a tour of the school, meet with other prospective parents and have time to speak with staff. These are held monthly.

Step 3 Registration Form

You will be asked to complete a Registration Form, Home Information Form and pay a non-refundable £50.00 fee.

Step 4 Meeting with the Kindergarten/Class Teacher

A time will be scheduled for parents to meet with the relevant class teacher to further discuss admission. Parents to bring previous Nursery/Kindergarten/School reports along. For admission to our Kindergarten class, we will schedule an additional visit for parents to spend a morning session (9.00am-10.30am) in the class to join in with the children's activities.

Step 5 Child Trial Visit

We will schedule for your child to attend a week's trial with their appropriate age-related class. If parents are seeking a part time Kindergarten place, attendance will be scheduled over two weeks. The trial visit will be charged at the standard fee rate. Feedback will be provided to parents during the trial.

Step 6 Offer of a Place

If the trial has been successful, the Kindergarten/Class Teacher will verbally offer a place. This will be formally offered in a letter.

Step 7 Acceptance of a Place

If parents wish to take up the offer of a place, a start date will be agreed with the Communications and Admissions Manager, ideally as soon as possible after the trial visit so a good routine is established (i.e. the following week). A deposit is required upon acceptance. A Parents' Handbook will be issued and discussed with the Communications and Admissions Manager after which a financial agreement will be arranged with the School Business Manager.