

Papplewick Conditions of Admissions

Declaration Regarding Special Educational Needs

Has your child ever been assessed by an educational psychologist, occupational therapist or specialist teacher assessor or have you been advised to have him assessed? YES/NO. If YES, are you willing to share this information? YES/NO

Does your child have any special educational needs, ever been offered/or is having any form of learning support? YES/NO If yes, please provide details

If NO at this date, we do require you to inform us, if, at a future date, you are advised to have him assessed, or do have him assessed, in order that we can establish we can provide the necessary support.

Signature of Father/Guardian

Signature of Mother

Qualifications For Admission

Papplewick pupils are generally admitted to the School on the basis of reports from their previous school and as a result of an assessment, details of which are available from the Headmaster. No contract will exist between the school and parents until parents have received a formal letter of offer and signed the Form of Acceptance.

fees shall be paid. The school also reserves the right to charge a term's fees where a child is due to enter the school but has not yet done so and is withdrawn from the lists by his parents/guardian with less than a term's notice given.

FEES

There is a Registration Fee of £75 which should accompany all applications for registration. There is also a Confirmation of Entry fee. This is reviewed periodically and requested twelve months before a pupil is due to join the School. The School subsequently deducts this sum from the final term's fees. If a deposit has been paid and parents subsequently withdraw the pupil from the School's lists, the deposit will not be returned.

The school reserves the right summarily to remove a pupil from the school for an offence or offences which in the opinion of the Headmaster give good grounds for that course or for any other reason whatsoever, including the late payment of fees. In that event no claim shall arise for the return or remission of any fees paid or due for the term in which the pupil has been removed.

The termly fees are as shown within this information booklet, and are payable on or before the first day of each term, though the school does have a scheme for payment of fees monthly by Direct Debit. The Governors reserve the right to alter these and other fees. No pupil shall have the right to return to the school unless his term's fees have been paid. The School may charge interest on fees overdue at its discretion.

The school reserves the right to remove a pupil, if, in the opinion of the Headmaster, the pupil's academic, pastoral or other needs would be more suitably provided for in an alternative school.

A term's notice in writing to the Headmaster, which he will acknowledge in writing, shall be given before a pupil is removed from the school by his parents/guardian; in default a sum equal to one term's

The School shall be free to maintain paper and computer records in respect of information concerning the pupil. Subject to the school giving appropriate notice of its intention, the school shall be at liberty to disclose facts concerning unpaid fees remaining when the pupil leaves, to any other school subsequently attended by the pupil, or to which application for a place for the aforementioned pupil is made. Similarly, subject to the School giving notice of its intention, the School shall be at liberty to contact the school the pupil is currently attending to ascertain whether all financial obligations to that school have been discharged by his parents/guardian.

Parents/Guardians Declaration

We/I the undersigned being the parents/guardian of (name of child)

Name of Father/Guardian

Name of Mother

We/I hereby acknowledge that we/I have received a copy of the current school prospectus with information booklet and hereby confirm our/my acceptance of such terms and conditions and the above Conditions of Admission that we/I agree to pay the fees and all other sums due for the entire period during which our/my child/ward remains a pupil of the school.

We/I hereby agree that it shall be a condition of a pupil's acceptance at the school that the school Doctor shall have the unlimited right to inform the pupil's parents/guardians and the Headmaster or his Deputy of confidential information about a pupil if they consider that it is in the pupil's own interest, or necessary for the protection of other pupils that they should do so.

Signatures of Parents/Guardian (if other than parents please state relationship)

Father/Guardian

Mother

Date

Date

This form should be sent to The Headmaster, Papplewick School, Ascot, Berkshire SL5 7LH with the Registration fee of £75.

Cheques should be made payable to: Papplewick Educational Trust Limited. **For bank transfers:** (Please use pupils full name) **Bank:** Lloyds TSB

Address: 10 High Street, Bracknell, Berkshire RG12 1BT **Sort Code:** 30-63-54 **Account Name:** Papplewick Educational Trust Limited

Account Number: 37388368 **IBAN:** GB55 LOYD 3063 5437 3883 68 **BIC/Swift Code:** LOYDGB21653

The School must constantly respond to new educational needs and must develop its facilities and curriculum accordingly; this prospectus does not therefore constitute a contractual commitment by the school.