



ADMISSIONS POLICY

Westfield offers a stimulating and intellectually challenging education of the highest standard, which aims to maximise the potential of each child. Westfield welcomes applications for places from girls of many different backgrounds. We are not a highly selective school but all applicants are assessed and we reserve the right to decline to offer a place to any girl who we feel would not be able to benefit from the education we offer.

Parents are asked at the time of application whether their daughters have any special requirements or needs for the assessment and examination days and we will do our best to make reasonable adjustments to meet those needs during the admissions process and beyond.

Mission Statement

Westfield girls are given the inspiration, knowledge and ambition to live confidently in the 21st century. We provide a stimulating education relevant to today's ever changing world. We encourage each girl to be a responsible, resilient and independent learner. We give each girl a sense of worth, whatever her individual strengths and qualities, in an aspirational and nurturing environment.

Vision Statement

Providing a first class education with a global outlook.

Admissions to the Early Years Department

Children aged from 3 years old are eligible for registration and acceptance of a place in our Early Years Department. Children would be offered a placing following their attendance at a Taster Session to ensure they would be happy at Westfield and that the school could adequately meet their learning needs. The registration fee must be paid before a formal offer of a place can be made.

Admissions to Key Stage 1 (Transition and Lower One)

Children wishing to gain entry to Transition (Year 1) and Lower One (Year 2) would be offered a place following their attendance at a Taster Day to ensure they would be happy at Westfield and that the school could adequately meet their learning needs. The offer of a place would be subject to a satisfactory report from the child's previous school. The registration fee must be paid before a formal offer of a place can be made.

Admissions to Key Stage 2 (Upper One (Year 3) to Lower Three (Year 6)) and Key Stage 3 (Upper Three (Year 7) to Upper Four (Year 9))

A place is only offered in Junior House and Senior House upon the pupil's satisfactory performance in the school's formal and informal assessment procedures and upon receipt of a satisfactory report from the pupil's previous school. However, care is taken to look beyond the test results to the potential of a pupil.

Girls joining Year 7 are asked to sit an Entrance Examination and attend an interview in the Spring Term prior to entrance in the Autumn Term. The registration fee must be paid before a formal offer of a place can be made.

Admission to Key Stage 4 (Lower Five (Year 10) and Upper Five (Year 11))

The offer of a place at Key Stage 4 would be dependent upon the pupil's results or their predicted GCSE grades, as appropriate, together with a satisfactory report from their current school. The registration fee must be paid before a formal offer of a place can be made.

Admission to the Sixth Form

Applicants will normally be required to have gained 5 GCSE passes at grades A* to C (or 9-5/4), with a minimum of grade B (7) in the subjects studied at A level. We will, however, assess students individually and exceptions to this minimum requirement are made. In addition, a report from the applicant's previous school should indicate that the applicant is academically suited to A level study. The registration fee must be paid before a formal offer of a place can be made.

Exceptions

If a prospective pupil has outstanding ability and is socially mature enough to cope, they may be considered for admission or transfer to the next year group. This will only happen in the most exceptional of circumstances. We much prefer to keep pupils within their correct year group and provide the necessary challenge through differentiation.

Transfer Arrangements

Transfer from Lower Three in Junior House (Year 6) to Upper Three in Senior House (Year 7) is generally automatic, with girls taking the 11+ examination in the Spring Term, along with external candidates.

Updated and reviewed – September 2016