



BANKSIA PARK SCHOOL R-7

Learning for Life – Pathways to Excellence

ADMISSION AND PROGRESSION POLICY

PURPOSE

To ensure parents/caregivers enrolling children in school for the first time are aware of the policy, procedures and implications for their child.

POLICY STATEMENT

- Children can be enrolled at anytime to attend Banksia Park Primary School.
- Children who are starting school for the first time must be 5 years old.
- Children are not under compulsion to attend until they are 6 years old.
- When parents enrol their children proof of date of birth may be requested.
- Children starting school for the first time will be admitted twice per term in terms 1, 2, 3 (that is, on the first day of term and at the beginning of week six in terms 1, 2, 3.)
- Children will be admitted on the first day of term only, in term 4.
- Decisions about class placement will be made by the principal and the Reception to year 2 teachers.

TRANSITION TO SCHOOL

Transition from Banksia Park Family Kindergarten and other preschools will be an agreed process negotiated between the school and preschool at the beginning of the school year.

Transition will ordinarily include:

- A visit to the preschool by the teacher of new Reception children prior to the Transition visits by children.
- A letter to the parents/caregivers of the new Reception children welcoming them to the school and outlining the enrolment process, the transition arrangements and the class teacher's name.
- A series of visits to the Reception class by the new Reception children will be offered in the weeks prior to them starting school. Typically this may look like:
 - a) 2 afternoon visits (1.35pm – 3.05pm) on Tuesday and Thursday of week 4 (for mid term starters, terms 1, 2, 3) and week 9 of the previous term (for beginning of term starters, terms 1, 2, 3, 4)
 - b) One full day visit on Wednesday of week 5 (for mid term starters, terms 1, 2, 3) and week 10 of the previous term (for beginning of term starters, terms 1, 2, 3, 4)
- Information sessions held with the parents/caregivers of the new Reception children which may include the school principal and/or the teacher of the new receptions to share information about the school generally and class procedures and expectations.

PROGRESSION IN THE JUNIOR PRIMARY YEARS

Children admitted at 5 years of age will have between 10 ½ and 14 ½ terms in the junior primary classes, that is, Reception, Year 1 and Year 2.

Children will progress according to the following pattern:

- Children admitted at the beginning of term 1 will have 12 terms, that is 3 years, in junior primary.
- Children admitted at week 6 term 1 will have 11 ½ terms.
- Children admitted at the beginning of term 2 will have 11 terms
- Children admitted at week 6 term 2 will, through negotiation with the parents and preschool have either 10 ½ terms or 14 ½ terms.
- Children admitted at the beginning of term 3 will have 14 terms.
- Children admitted at week 6 term 3 will have 13 ½ terms.
- Children admitted at the beginning of term 4 will have 13 terms.

FLEXIBILITY WITHIN THE POLICY

Variations to this policy, including:

- Class placement.
- The length of time particular children will spend in junior primary classes.
- The age at which they commence school, (not withstanding the minimum age is 5 years).

may be varied through discussion between parents, teachers and the principal, with advice from other professionals if appropriate.

REFERENCES

DECS guidelines on admission and progression as explained in section 3 paragraph 1 of the Administration Instructions and Guidelines relating to the initial admission to a Government school and progression in the junior primary years.

REFERENCES

ENDORSEMENT AND REVIEW

Principal _____

Date _____

Governing Council Chairperson _____

Date _____

It is recommended this policy should be Reviewed by _____

K:\SECRETER\Filingsystem\P6 Policy\Admission and progression.doc