



**ROSE HILL SCHOOL**  
ROYAL TUNBRIDGE WELLS

**COVID-19 Admissions Policy**

*Nisi Dominus Frustra* - Without the Lord, everything is in vain

## MISSION STATEMENT

- \* A Rose Hill child's learning experience is one of aspiration, adventure, and achievement in a nurturing, caring school.

## AIMS

Working with **integrity** your child will:

- \* Be inspired to develop **confidence** to thrive in all areas of our rich curriculum.
- \* Foster the skills and talents which enable them to **organise** their learning and plan to achieve success.
- \* Demonstrate **persistence** to flourish in the face of challenge.
- \* Show **resilience** and learn from difficult situations.
- \* **Get along** with others, work collaboratively and accept everyone.

## Covid19 Admissions in Four Simple Steps:

- Enquiry
- Registration
- Videocall Interview / School Reports
- Offer of place

Choosing the right school for your child is a difficult decision and it is our pleasure to help you through that process as much as possible. We hope that you will feel able to contact Admissions regarding any queries that you may have along the way - no matter how small!

During the period of time whereby COVID-19 is having its effects around the world, we have an alternative Admissions Process to allow for the fact that not all families are able to follow the usual process of visiting the school and their child having a taster day.

## ENQUIRY STAGE

Our alternative to your initial visit to the school is to arrange a time for you to meet the Head or other senior members of staff via videocall or telephone. Also, our 'Welcome Video' is available in its entirety on the website which will give you an excellent introduction to life at Rose Hill School. We also have a wonderful network of parent representatives who would be very happy to chat to you about the school and their experiences as members of the Rose Hill School community.

## REGISTRATION

If you are interested in pursuing a place for your child, you are invited to complete an [online Registration Form](#) and make payment of the registration fee via bank transfer to the school. Please see our schedule of fees for the current rate and the school's bank details can be found at the bottom of the form. We would ask parents to email the latest school reports for their child to Admissions [admissions@rosehillschool.co.uk](mailto:admissions@rosehillschool.co.uk).

## ONLINE APPOINTMENT

If a child is unable to visit Rose Hill School, we are able to help using a videocall in order to ensure that you have good communications and access to the School. We would be delighted to make the necessary arrangements for your son or daughter to meet members of staff via a videocall appointment.

The process is similar for our younger prospective pupils. Parents of children for entry to the Kindergarten and Reception classes are invited to meet a member of the PrePrep staff via videocall before a formal offer of a place is made. We would ask that parents email their child's Two-Year Progress Check to Admissions along with any reports if your child has attended a Nursery or educational setting elsewhere.

### **ASSESSMENT**

During a usual Taster Day, a short assessment takes place in order to provide the School with a 'snap shot' of current academic ability. As an alternative to this process, we would ask parents to provide the latest reading and spelling scores from their child's current school and any other academic data such as VR and NVR scores. We would also wish to see any documentation relating to any additional support that has been required, for example, an Ed Psych report, notes from a Learning Support or external tutors. We may, in some cases, request some examples of your child's work in order to provide a better picture of current ability.

An offer of a place will usually be made for pupils applying to join following the online appointment and review of previous school reports.

### **Early application is recommended**

Places are limited and you may wish to complete an application form sooner rather than later to avoid disappointment, particularly for entry into the Prep School.

### **ACCEPTING AN OFFER OF A PLACE**

Confirmation of a place is made when a signed Acceptance of Place Form and deposit of £1,250.00 has been received and acknowledged by the school. The deposit will be held without payment of interest in the general account of the School, in accordance with the Terms and Conditions referred to above. A sum of £1,000 will be returned as a credit against your child's first termly invoice, the balance of £250 will be returned, less any outstanding disbursements, at the end of the final academic year.

Acceptance of Place Forms are sent with the letter offering a place and must be returned to Admissions within the time limit specified. Forms received subsequently will still be considered, but where there are limited spaces in a year group we reserve the right to offer the place to another family.

### **UNIFORM**

The school uniform shop is located on site and holds stock to cover the complete school uniform as well as other useful items. When fitting out a new pupil with a complete uniform parents are encouraged to make a personal appointment. A supply of good quality second hand uniform is sometimes available. Whilst Covid19 restrictions are in place, this should be left as late in the summer holidays as possible.

### **NEW JOINERS INFORMATION**

New Joiners Information will be sent out via email as usual in the term prior to your child joining the school.

Please do not hesitate to contact Admissions via email: [admissions@rosehillsschool.co.uk](mailto:admissions@rosehillsschool.co.uk) if you have any queries.