



BIRKENHEAD
— SCHOOL —

Admissions Information



Entry to Early Years & Prep

Nursery
Ages 3 mths
- 3 years

Pre-Prep
Ages 3 - 4

The Prep
Ages 4 - 11

Entry to Nursery & Pre-Prep

Initial Enquiry

Enquiries for admission to Nursery and Pre-Prep can be made at any stage of the year or by attending an Open Day held in the Michaelmas or Summer Terms.

Parents are invited to visit Nursery and/or Pre-Prep and meet Mrs Samantha Mason, Head of Early Years, by appointment. If children are age 2+, a visit to the Pre-Prep will also be offered.

Assessment

There is no assessment for a child of this age; however, we invite children to visit the setting with their parents. During this visit we will observe your child at play with other children and how they interact with members of the Nursery and Pre-Prep team.

During the visit the Head of Early Years will confirm the availability of places to join the School. If a place is available, and both parties are happy, an offer will be made.

Please see 'Reserving your Place' and 'Confirmation of Place & Contracts' below.

Home Visits (for Nursery) and Settling-In Visits (Nursery and Pre-Prep) are organised in advance of your child starting.

Entry to Prep

Initial Enquiry

Enquiries for admission for Reception to Year 6 can be made by telephone at any stage of the year or by attending the Prep Open Day held in the Michaelmas term or whole School Open Day held in the Summer Term.

Parents are invited to visit the Prep and meet the Head of Prep, Mr FitzHerbert, or Deputy Head of Prep, Mr Halpin, and have a tour of the School.

Assessment

Applications can be made at any time by contacting Mrs Helen Askew or Mrs Bev Farlam, Head of Prep's PA. Children applying for places in Years 1 to 6 will be invited to attend a taster day so that they may experience a day at the School, participating in a full day of lessons and play. No specific preparation is required, although parents may wish to know that we will assess their levels in Mathematics, English, Reading and Spelling.

If applying for a place in Years 1 to 6, we will also request references from children's current schools.

Children for Reception are invited to attend a Play and Learn session. During this visit, we will observe your child at play and interacting with teachers and other children.

Following the Taster Day, feedback will be given, and if both parties are happy an offer will be made.

Reserving your place

Once an offer has been received, parents should reserve their place by completing and returning the Reservation Form, together with a Reservation Fee of £300. The Reservation Fee is refunded to parents on the completion of their child's education at the School.

Confirmation of Place & Contracts

Following reservation of a place at the School, the Bursar will issue contracts and further information and completed contracts should be returned within two weeks of receipt or prior to the pupil start date, whichever is sooner.

School Fees

Fees from January 2020 will be announced during Summer 2020.

Nursery (Year-Round Provision*)

Full Day:	8am-6pm
Morning Session:	8am-12.30pm
Afternoon Session:	1.30pm-6pm

Fees include all meals, powdered formula milk for babies up to one year of age and nappies (parents are welcome to provide their own for their children if they prefer). The Nursery seeks to accommodate each family's circumstances but encourages full-day sessions, particularly as a child approaches Pre-Prep and school age to enable better preparation and continuity with teaching and care.

Full time attendance (five full days per week)	£3,775 per term
8 sessions per week	£3,420 per term
6 sessions per week	£2,565 per term
4 sessions per week	£1,710 per term
2 sessions per week	£880 per term
Each half-day session	£482 per term

Pre-Prep (Year-Round Provision*) - See separate fee notice

There are a range of various packages available in our Pre-Prep as we develop and equip children for full-time schooling and learning that will continue and last a lifetime.

The different packages enable families entitled to the various forms of government-funded childcare to benefit and maximise the support of families, particularly those with working parents. While core-hours are from 8.30am - 3.30pm, there are many options which enable the School to provide families with 'wrap-around' care.

All children are able to benefit from two years (6 terms) of 15 hours of free childcare - some are eligible for further support of up to 30 hours per week (both provisions being for a maximum of 38 weeks a year).

Those with fifteen free hours (for 38 weeks) will pay £1,438, £2,192 or £2,425 per term if attending 3, 4 or 5 days respectively. Those receiving thirty free hours will pay £1,108 (3 days, 8am to 6pm), £1,452 (4 days, 8:30am to 5:00pm) or £1,620 (5 days, 8:30am to 3:30pm). *Further details on Pre-Prep Fees are contained in the Pre-Prep Fee Notice.*

Early Years Funding, both 15 hours and 30 hours, will continue, if eligible, into the term of the child's 5th birthday in Reception.

The full details are available from Mrs Helen Askew and Mrs Farlam (contact details overleaf) with information on funding available at www.childcarechoices.gov.uk.

** Nursery and Pre-Prep are open for just under 50 weeks of the year, closing for a two week Christmas break and public holidays.*

School Fees

Prep

Unlike some other schools, the fees at the School include a wide range of co-curricular activities, almost all text books and materials, exercise books, examination fees (where applicable), most year group trips (including the Year 6 Adventure Holiday) travel to sporting fixtures and travel and personal accident insurance. From Reception upwards, a number of after-school activities and clubs are available for children to attend free of charge.

Fees from January 2020 will be announced during Summer 2020.

Reception	£2,755 per term
Prep- Years 1 to 6	£3,125 per term

Early Years Funding, both 15 hours and 30 hours, will continue, if eligible, into the term of the child's 5th birthday in Reception. Full details are available from Mrs Askew or Mrs Farlam (contact details below).

Additional Charges:

Catering	:	£249 per term
Early morning drop-off	:	£3.40 per day
Homework Club/Fun Club	:	£7.15 per session until 5pm plus £5.00 after 5pm (or £5.00 if attending after a co-curricular activity).
Study Skills / Learning Support Sessions:	:	£202 per term (10 sessions average)
Minibus Service	:	£295 per term under 10 miles £365 per term over 10 miles

Bursaries

Parents of any pupil who has been offered a place for Year 2 and above may apply for a bursary if they are unable to pay full fees. Bursaries are means-tested and vary in size depending on family circumstances. They are provided towards the core School fees and not in support of lunches, uniform or other extra provision such as music tuition.

Bursaries will apply from the start of the following academic year. The deadline for bursary applications is two weeks after receipt of an offer letter.

Conditions of Admission

The Conditions of Admission are published on the School website and a copy can be sent upon request.

Contact Information

Mrs Helen Askew, / Mrs Bev Farlam, PA to the Head of Prep
Email: prepadmissions@birkenheadschool.co.uk

Telephone: 0151 652 4114