

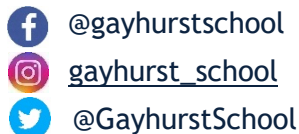
Enquiry for admission to Gayhurst School (2020 and future years) (Admissions during school closure due to Government lock-down during Covid-19 pandemic)

To help you appreciate Gayhurst School and all we have to offer, without being able to come in and see us, is tricky. We have put together the following procedures to help you make the best educational choice for your child in these rather difficult circumstances. We hope to make the process as simple, yet informative, as possible.

1. Please see our **website** which contains detailed information about the school:

<https://gayhurstschool.co.uk/>

Our **social media channels** will also give you a wonderful taste of what we are doing day to day, even now, whilst our physical doors are closed:



2. Please see our new **video** here:

<https://vimeo.com/350213813>

3. Speak to the **Director of Admissions**, Michelle Upton, on 01753 279140 (voice or video call) or communicate via email - mupton@gayhurstschool.co.uk
4. Complete an online enquiry form and wait for the school to reopen when we will be in touch to book a visit:

<https://gayhurst.typeform.com/to/oVCn3Q>

or

5. Complete an online registration form and your child will be added to the official waiting list. We will be in touch with you when the school re-opens to arrange a visit.

<https://gayhurst.typeform.com/to/SLops3>

6. If you wish to join Gayhurst School in September 2020 read on...

Progressing your application to Gayhurst School for September 2020

1. Arrange to speak to The **Headmaster** or other key members of the **Senior Leadership** and **Academic staff** who are:

Gareth Davies (**Headmaster**)
David Bushnell (**Deputy Head**)
Joan Terrar (**Head of Junior School including EYFS**)
Helen Williams or Beth Dibble (**Heads of Nursery**)
Melissa Legg (**Assistant Head**, Senior School)
Grant Whitaker (**Director of Studies**)
Liz Ellis or Kuldeep Johal (**SENCO**)
Vanessa Lakatos (**Bursar**)

(Please email or call Michelle Upton, **Director of Admissions**, to arrange a voice or video call with the above)

2. Arrange to speak to a **current parent**. We have a number of parents who work with the School by speaking to applicants before they make the decision to progress their application. This is particularly useful for parents who are moving in to the area, have specific and special needs (as an example, your child may have a passion for skiing, or your family may be from a particular cultural background) or who would just like reassurance that Gayhurst is the school for their child and family.

(Please email or call Michelle Upton, **Director of Admissions**, to arrange a voice call with the above)

3. Complete an online Registration Form here:

<https://gayhurst.typeform.com/to/SLops3>

For **Nursery and Reception** children an **offer** will be made on receipt of this form. All other years will be contacted by the Director of Admissions to arrange the following...

4. Submit the latest school report you hold for your child and any other relevant documents you have regarding your child's academic, social and emotional progress so far, to the Director of Admissions. This paperwork will then be reviewed by the relevant academic staff and the Headmaster. If possible, an **offer** will then be made.

*It is extremely important that all documents with regards to your child's current education are submitted. Any offer made at this point will be **conditional on all paperwork being submitted**.*

All offer paperwork will be sent electronically and will require either an electronic signature or an email stating that you have read terms and conditions and are accepting the offer. As written in the offer paperwork an acceptance deposit of £750 is required at this point.

If it is felt that an offer cannot be made at this point the following steps may be necessary (some or all of them).

5. Contact with your child's current school to complete a 'distance report request'.
6. Contact with your child's current school to speak with the Headteacher and any other relevant staff.
7. Video conference call with parents and child.

We hope that the above information is useful to you and gives you a clear example of how we are dealing with admissions during this rather uncertain time.

#ELDRIC

Enriching Learning, Developing Resilience, Independence and Confidence