



## ADMISSIONS POLICY



**28/10/2025**

Key information

Author: The Board of Trustees

Date Reviewed: October 2025

Version Control: V1

Date of Next Review: October 2026

### **1. Eligibility**

Children are eligible to enrol at Greek School of Newcastle after their 4th birthday. In this case they will be admitted to the Reception Older children will attend A1, A2, B1, GCSE classes, or other classes as these are formed depending on the requirements of the School curriculum. Not only the age of the children, but also their prior knowledge of the Greek language will be taken into consideration upon their admission and allocation to a class.

Adult students are also eligible to attend with or without prior knowledge of the Greek language; this will be taken into consideration for different levels and classes. The School will endeavour to offer places to all applicants provided that they comply with and accept the School's policies and procedures. However, the number of students per class is limited by the available classroom size. The School therefore reserves the right to decide whether a maximum number of students is reached and so a waiting list will be put in place in order of received registrations.

The registrations will be served on a first-come-first-served basis. Registrations that come after meeting the classroom limits will be placed on the waiting list. This provision will be revisited upon the Policy's review, therefore parents must check with the School Management for registrations regarding any subsequent school years.

### **2. Registration and Payment methods**

Parents/guardians and adult students must apply online via the School's website <https://www.greekschoolnewcastle.co.uk> Admission to the school will be determined by the Governing Body (The Board), which will consider all applications for places. Fees are payable before the beginning of each term at the name of the School. Monthly payments may also be considered upon requested following approval by the School Committee.

### **3. Publishing the Policy**

Staff will be informed of the Admissions Policy as part of their induction programme when joining the school and as part of training days. This policy is available on the school website.

### **4. Date of Next review**

This policy will be reviewed every year or in light of any developments in equality legislation or good practice.