



## Admissions Procedures for The Ursuline Preparatory School Ilford and Rising Stars Nursery

To apply for a place please complete the enclosed registration form and return it to school together with a non-refundable £25 registration fee and a copy of your child's birth certificate. If you are applying for a place in the Nursery please tick the box of the session you require.

You can also, at any point, arrange to come into the school for a short guided tour where our staff will be happy to answer any questions you may have.

On receipt of your registration form and fee, an interview will be arranged for you and your child with the Headteacher or Head of Early Years.

Following this you may receive a written offer of a place at the school. Enclosed in that letter would be another form which would need to be completed and returned, together with an entrance fee of £200 if the place is for Nursery or £500 for the main prep school (£650 for places from September 2015 onwards).

For Nursery places, the £200 entrance fee is refundable if your child leaves our school on the last day of the summer term before going to another school for Reception the following September. It is non-refundable if your child leaves before that. If, however, you choose to apply for a place in the main prep school Reception class then a further £450 will be requested making a total of £650. Only on receipt of that entrance fee is your place confirmed. As above, that registration fee is refundable if your child completes Year 6 but non-refundable if they leave before that.