



ADMISSIONS CRITERIA

8 September 2020

From a pedagogical point of view, in considering a child for the school, we look at two areas: the child and the parents or family. From the non-pedagogical side, we also have to look at finances.

THE CHILD

The main criteria for accepting a child are:

- That we feel confident that Michael Oak can meet the child's educational, emotional and social needs
- The child will fit into the constellation of the class

The school would be able to welcome any child, regardless of race, religion, nationality or gender, who fulfilled these criteria. We attempt to include various cultures and race in each class.

The decision on these criteria will be based on the interview itself, school reports (where applicable), and any other verbal or written reports which might be relevant (e.g. from a psychologist, O.T, speech therapist, previous teacher, etc). The final decision will be ratified by the High School, Primary or Kindergarten Faculty. Please note that Playgroup and Kindergarten children must be able to toilet themselves.

Upon application, the following criteria is taken into consideration:

- A child coming from another Waldorf school as a result of a family move to Cape Town
- A sibling of a child already at the school
- Children from our playschool feeders (for Kindergarten)
- Children of past pupils (ex-Michael Oakies) or Waldorf schools
- Children of staff employed at the school
- Children whose parents wish them to have the full Waldorf education (not just Kindergarten, or Kindergarten and Primary).
- Racial diversity and Gender balance

If a faculty wishes to accept a child above one who has a sibling at Michael Oak, or is the child of a member of staff at Michael Oak, this must first be ratified by College.

The admission of a child to the School and the School's obligation to support the child's ongoing education is dependent on:

- The family's acceptance of and support for the principles and ethos of Waldorf education and the pedagogy, philosophy and spiritual practices of the school.

- The absence of severe behavioural problems that interfere significantly with the educational experience of other students or indicate that the school is unable to serve the best interests of the child.
- Previous school history.
- Latest academic report as well as current learning challenges
- History of current and previous school fee payments.

In addition to the above criteria, and in the interest of the school and the child, consideration of the following will also be made when a child progresses from the Kindergarten to the Primary School and from the Primary School to the High School, as this is **NOT** automatic:

- A new application form plus a placement fee
- When progressing from Primary School to High School, an interview will be held
- Reports from teachers and therapists
- Should you choose to withdraw your child from the Playgroup or Kindergarten, then a younger sibling will not be offered a place in the future.

LANGUAGE (Applies only to the Kindergarten and Primary School Faculty)

Since classes 1 – 3 have a strong emphasis on establishing literacy, which can only be done on the basis of a sound understanding of language, a child must have a good knowledge of English before entering these classes. For Class 1, a non-English-speaking child should have spent two years in an English-medium Kindergarten. In older classes, nonacquaintance with English need not *necessarily* be a barrier to acceptance, but the teacher must be confident that the potential for quick learning and plenty of home support and encouragement are there. If extra language lessons are required the family will be required to pay for the extra lessons.

THE PARENTS

In general, the main criteria we need from prospective parents is a high level of *commitment* and practical and moral support for *Waldorf* education.

In the interview procedure we must ascertain carefully a number of points:

- Have parents fully informed themselves about the school and can they really support our aims and methods?
- Do they understand that although remedial support is available, this is not a remedial school?
- Are the parents committed to a whole-school programme at Michael Oak?
- Will they follow recommendations from the teachers?

FINANCES

At present, acceptance is dependent upon:

- Payment of the school fees through the family, or
- Payment of the school fees by way of fee assistance if available, or
- A combination of the above.
- Financial clearance of the person responsible for payment of school fees
- Fees are only payable by monthly debit order (1st or 15th of the month)

Outstanding balances cannot be carried from one faculty to another (Playgroup to Kindergarten, Kindergarten to Primary School or Primary School to High School)

Where payment is not possible by any of these means, under present circumstances a child cannot be accepted by the school.

PROCESS OF APPEALING A DECLINED APPLICATION

Declined applications may be appealed by following the process:

- Appeal in writing sent to the Admissions Secretary outlining reasons as to why the application must be re-assessed
- The said appeal will be discussed at relevant faculties and escalated to the College of Teachers
- A thorough investigation will be made into the application
- The relevant Faculty and the College of Teachers will make a decision regarding the application being appealed
- The Admissions Secretary will reply with the decision to the applicant in writing