

Admissions Policy



Approved by	Trustees
Last reviewed:	August 2021
Next review:	August 2022

Essex Jamme Masjid Trust (hereby referred to as EJM) aims to be as inclusive as is permissible in relation to the size of the premises and classes so as not to disrupt or impact the overall education of individual students

Admissions Quantity

EJM will set a limit of 20 students per class in the current setting to avoid overcrowding of students and to ensure students have sufficient contact with teachers. If the number of students are below 20 in a class and both EJM and parents are satisfied with a student sitting in the class, they will be automatically enrolled (so long as there are no other mitigating circumstances). If the number exceeds 20, it is at the discretion of the trustees to make a judgement call as to whether students can be enrolled with regards to the factors mentioned above.

Admissions Criteria

- 1) Students that are within the local community and surround areas will have priority.
- 2) Students who, at the time of applying, have a sibling enrolled.
- 3) Vulnerable students with regards to safeguarding and SEND where EJM feels able to support such a student.
- 4) Other students

Ages of Students

Students will be permitted to enrol from 5-18 years of age in the weekend setting. Where a student is below the age of 5 but close to turning 5 or have applied due to other circumstances, the headteacher may permit the enrolment of such a student.

Waiting Lists

Waiting lists will be reviewed every half term and will be subject to the admissions quantity and criteria as mentioned above.

Appeals

If a student has not been successful with an application for whatever reason, the parents may appeal the decision in writing to the trustees. They should submit a formal letter explaining the situation and decisions with any evidence. This must be completed within two weeks of an unsuccessful application or the trustees have grounds to dismiss the case.