Admissions policy

Registration and Entrance

Fulham Prep School is co-educational and non-selective for entry to the Pre-Prep at 4+. Children are admitted to Reception in the Autumn Term of the academic year in which they reach their 5th birthday. Entry to the Prep department is by examination and interview. Places in Reception are offered on a first-come, first-served basis, although priority is given to siblings of children already in the School. Places in the Prep Department are allocated on the understanding that pupils will be prepared for 11+ or 13+ Common Entrance to their secondary school. The School does not prepare children for 7+ or 8+ exams.

Viewing the School

Tours for prospective parents of the Pre-Prep (for Reception entry in the following year) take place on Tuesdays and Thursdays at 9.30am and are by appointment only. Parents of Prep School entrants should contact the Prep School Registrar directly for an appointment. The Pre-Prep has an Open Day each term, please see "News" on our website for details.

Registration and Deposits

A non-refundable fee of £100 per family is payable at the time of registration (please note: registration does not guarantee a place). Offers of places will be made 6 months prior to the proposed date of entry. Acceptance of the offer of a place must be confirmed with payment of a £2,000 deposit. In the case of siblings a £1,000 deposit is required, which will be offset against the first term's fees. Deposits will be returned at the end of the final term of attendance at the School, subject to a term's notice (after the deduction of any monies owing to the School). One deposit of £2,000 will cover a family and as such will be returned at the end of the final term of the youngest child attending the School.

All deposits are non-interest bearing.

Notice

A term's notice in writing is required before a child is withdrawn from the School. **New parents should also be aware that should they decide not to take up a place which they have already accepted, they will be liable for a term's fees, if a term's notice is not given.** All such notices should be received in writing no later than the first day of term, the dates of which are published on the web site – fulhamprep.co.uk

Fees

Fees are reviewed annually and will be published before the end of the Spring term. A 10% discount on the School fees is given for siblings while the oldest child remains in the school.

Additional Charges

- Lunch
- School trips
- Special Needs Tuition – is available at an extra charge in consultation with the child's parents
- Bus transport – Transfers between the Prep and Pre-Prep are free for families with children at both sites but is subject to a charge for those families with children on one site only. All other bus services are charged at an additional fee.

Fees are payable on or before the first day of term. Late payment charges may be applicable in the event that fees are not received by this date. The first term's fees for children entering Reception will be payable by 15th June prior to the start-date. Details of all current fees and charges can be found on our web site – **www.fulhamprep.co.uk**

School uniform

School uniform is compulsory and is available from Classwear, the School Shop.

The School has a Parents' Complaints Policy and Discipline & Exclusions Policy as required by the DfE, further details of which can be obtained from the School Office. Also available are the school's policies on bullying, child protection and health & safety.