

King Charles I School

Early Entry Policy

Version Control

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Policy approved by: Governing Body
Next policy review date: April 2021

Version	Date	Details
1.0	30 th April 2018	No changes

The school limits the number of early entries at GCSE to ensure students have the maximum time for learning and the best opportunity to make at least good progress in all their subjects.

Any early entries will be discussed with students and parents/carers prior to entry with the following sequence of events to be followed.

- Students informed within the class room by the class teacher
- Parents/Carers issued with a letter providing them with the opportunity to withdraw their son/daughter from the early entry if they wish. Students do not have to sit examinations early against their wishes.
- Opportunities for parents/carers and students to meet with a senior member of the school and the relevant head of department to discuss the early entry.

Any department wishing to enter students early must

- Provide a clear rationale of the selection process for early entry.
- Discuss the plan with their line manager.
- Present the plan to the relevant deputy head.

Final decisions regarding early entry will be taken by the headteacher. A decision will be taken on each student's individual circumstances, taking into account the professional judgement of staff and the availability of resources.