



## **BRITISH INTERNATIONAL SCHOOL, AJMAN**

### **ADMISSION POLICY**

School is committed to inclusion and actively supports Federal Law 29 accepting students with Special Education Needs (SEN) and Additional Needs.

Working in an active partnership with the parents is fundamental to ensure the provision of a high quality educational provision and targeted support across the school.

#### **Procedure**

The admissions procedure for FS1 children involves registration, an assessment of the child's social skills, motor skills and cognitive skills followed by a meeting with the parents. This determines the abilities of the child to manage the demands of the Early Years curriculum and confirm that the school has the expertise, skills and capacity to meet the identified needs of each student.

For FS2 to Grade 4, students are requested to successfully complete entrance tests in English and Maths Applicants are also expected to attend an interview with the respective Head of School. This helps to determine their abilities to deal with the demands of the Curriculum.

#### **Documents Required for Registration**

##### **For Students**

- **2 Passport Size Photographs**
- **Copy of Valid Passport**
- **Copy of Valid Visa**
- **Copy of Valid Emirates ID**
- **Copy of Birth Certificate**
- **Copy of Vaccination Report (FS1,FS2 and Year 1)**
- **Attested Mark sheet for the Previous Academic Year**
- **Attested Transfer / Leaving Certificate**

##### **For Sponsors**

- **Copy of Valid Passport**
- **Copy of Valid Visa**
- **Copy of Valid Emirates ID**

For determined cases, parents are required to submit all SEND assessment reports.

The decision of the right to accept/refuse admission is solely at the discretion of school management.

***This Policy is reviewed by the Senior Management Team in June 2018. It will be next reviewed in June 2019***