NORD ANGLIA INTERNATIONAL SCHOOL DUBAI

A NORD ANGLIA EDUCATION SCHOOL

Nord Anglia International School Dubai
Admissions Policy

Date	Review Date	Lead Policy Writer	Leader Responsible
October 20th, 2016	February, 2017	Branca Farthing	Branca Farthing

1.0 Introduction

Nord Anglia International School Dubai (NAS Dubai) offers a British style education that broadly follows the English National Curriculum from Early Years Foundation Stage 1 (EYFS1) to Year 11 followed by the IB Diploma Programme.

The School conscientiously makes the best use of the curriculum materials and approaches available to it as it adapts to serve the diverse needs of its international students in Dubai. It is also mindful of the regulatory structures and initiatives that are communicated to it by the Ministry of Education through Knowledge and Human Development Authority (KHDA).

NAS Dubai offers i/GCSE programme in Years 9, 10 and 11. In the last two years of study students will follow the International Baccalaureate Diploma Programme pathway.

Parents, guardians and/or any persons with parental responsibility for the student or who have paid any fees or given instructions in relation to the student or prospective student of the School are asked to sign the relevant section of the Application form in recognition of their acceptance of the School's conditions.

The School caters for students who have the following attributes:

• An age appropriate fluency in English language (speaking, reading, writing and comprehension)
• A positive attitude to learning
• The ability to thrive in a high achieving environment
• The individual learning needs which can be largely met within the mainstream classroom and without significant additional adult support.

NAS Dubai does not provide any special programmes to teach students for whom English is an additional language and who are at an early stage of acquiring English.

One parent is required to be fluent in English to ensure effective communication between school and home.

Students are required to reside with at least one parent.

Enrolment is not automatic. The Admissions Policy is to ensure that the students who attend have the capacity to thrive within, and benefit from, all that NAS Dubai offers.

The application together with the last year school reports and a reference from the student's current school will be submitted to the Director of Admissions for review. Invitation for a formal entrance assessment and interviews with senior members of staff that may include the Director of Admissions, Head of Primary, Head of Secondary and/or Principal, will be sent.

The outcome of this will be:

• Acceptance
• Acceptance – waitlisted
• Rejection
• Rejection – six months' reapplication permitted

The assessments are to ensure that the prospective students are meeting the required school standers for English and high achievement, and the student's educational needs can be met within a mainstream school setting and in an age appropriate class.

2.0 Assessments

Individual and group assessments for the Early Years Foundation Stage 1 and 2, and Year 1 are conducted by the Head of Primary and Head of Early Years by means of observation.

Individual assessments for the entrance to Primary Years 2 to 6 are conducted by the Admissions department (School English and Maths papers).

Group assessments for the Primary Years 2 to 6 are conducted by the Head of Primary and her team (School English and Maths papers).

Individual assessments for Secondary are conducted by the Admissions department (CAT, School English and Maths papers).

Group assessments for the Secondary School are conducted by the Admissions department (CAT, School English and Maths papers).

Overseas assessments are arranged with the prospective student's school, then relevant admissions' tests are sent and completed at their present school (CAT and English test). Papers are then forwarded to NAS Dubai Admissions for marking and decision.

Dates for the Individual Assessments are arranged as and when throughout the year.

Group Assessments take place on scheduled days per week or term.

Where there is evidence of additional educational need, prospective student's educational development will be discussed in more detail and a decision made.

3.0 Progression within NAS Dubai

Very occasionally, as students' progress through one year-group it may become apparent that NAS Dubai is not able to provide the most appropriate educational setting that is in the best interest of the student. In this rare event parents will be thoroughly consulted with and supported in identifying a more suitable placement.

Enrolment into EYFS1(Nursery) and EYFS2 (Reception)

The criteria for enrolment into Nursery or Reception are that all students must be capable of using English as their working language. Where children are bilingual they must be able to demonstrate a good working capability in English and NAS Dubai reserves the right to give any potential student a test to assess their level of English competence.

Enrolment onto IGCSE programme into Years 9, 10 and 11

NAS Dubai students start this course at the beginning of Year 9. On a case by case basis, the school will consider a start in Year 10 no later than start of the second half of term one (October). Application for any later entry is strictly decided by the Principal. The expectation is that most students will progress into the IB Diploma Programme.

Enrolment into the IBDP – candidate IB School

The IB Diploma Programme will offer students many opportunities for personal development, academic study and research, the development of leadership and collaborative skills and a chance to contribute to the wider community which is managed through the CAS programme (Creativity, Activity, Service).

All students will be expected to work hard if they are to be successful at IB. To fulfil their potential, they will have to develop and focus their commitment, energy and ambition.

4.0 Suitability for the Diploma Programme – NAS Dubai as a Candidate IB School

IB Diploma Programme study is designed to allow students to pursue subjects in which they have a particular interest to much greater depth and breadth. As such, students will be encouraged to opt for subjects they enjoy with a passion and to which they are willing and able to dedicate the last two years of study.

A certain level of academic achievement will be required from the prospective students by NAS Dubai at the point of application to pursue the Diploma Programme. Prospective students are required to have grades A* to C in seven subject at i/GCSE level or equivalent. Any deviant from this will require further testing and Principal's approval. NAS Dubai is however open to receiving applications from prospective students whose academic qualifications fall below the stipulated requirement. NAS Dubai views the IB Diploma Programme as a vehicle for change and students who may not initially have the requisite formal qualifications to pursue the Full Diploma may wish to be considered for the IB Diploma Course option and take full advantage of all the educational opportunities and experiences that NAS Dubai has to offer.

For NAS Dubai students who progress from IGCSEs into IBDP, expectations are the same as above and a certain level of academic achievement in chosen subjects is required in order for the student to be successful and to enable them to progress to university. If, in a particular case, a required grade is lower than expected the school reserves the right to request additional assessment and interview.

Guidance will be given from subject teachers about a student's suitability for a course, and students and parents will be expected to act on such advice. In addition to the above and when considering a student's suitability for entry to the Diploma Programme, the following criteria will apply:
- The student's track record in terms of:
- Work ethic
- Attitude
- Conduct
- Academic integrity
- Contribution to school life

5.0 Students Requiring Additional Support

NAS Dubai has only limited resources to cater for students whose learning needs can only be met with significant support. Currently our department for Personalised Learning Team offers both 'in class' and 'withdrawn' additional support to meet the needs of our students.

It is in the interests of all concerned, and particularly of the students themselves, that all who are admitted to NAS Dubai are able to enjoy high levels of success and thrive within the high achieving environment.

Parents of children who have a history of requiring any additional educational support are required to bring to the attention of the school at the point of admission detailed information regarding their child's specific learning needs.

This information should include: previous school reports, SENT (Special Educational Needs Teacher) reports, copies of previous Individual Education Plans (IEPs) and any reports from external professionals (e.g. clinical or educational psychologist, speech and language therapist, occupational therapist).

Parents are also strongly advised to discuss possible application prior to making a formal application to ensure that the school is in a position to meet the needs of their child.

Failure, at the stage of application, to declare accurately and fully the extent of a child's individual learning needs may result subsequently in parents being asked to withdraw their child because the school is unable to meet his or her learning needs. This is a situation that the School wants to avoid, particularly as it may impact adversely on the child's self-esteem and future learning.

6.0 Year Group Entry

Students are placed in the age appropriate year group with the cut-off date of birth being 31st August.

FS1 - 3	Y7 - 11
FS2 - 4	Y8 - 12
Y1 - 5	Y9 - 13
Y2 - 6	Y10 - 14
Y3 - 7	Y11 – no entry
Y4 - 8	Y12 - 16
Y5 - 9	Y13 – no entry
Y6 – 10	

7.0 Transfer Certificates

Overseas students and students transferring from other parts of UAE must provide the correctly phrased and attested transfer certificate.

Without this student cannot be registered with NAS Dubai and KHDA, the local education authority. This is the most important document for the admissions at the point of student admission to School and it is required for students from Year 1 up.

This document gives informed understanding to KHDA of student's previous school experience, age and year group correlative which stops students being promoted or demoted without prior approval by all parties. All documents requested by KHDA must be submitted without delays.

Waiting list priority

NAS Dubai gives priority to the following categories of students:

1   Teacher children
2   Siblings
3   Former NAS Dubai students
4   Students from other Nord Anglia schools
5   In time to come, of Alumni
6   Waiting list

8.0 Linked Policies

▪ Assessment	▪ Teaching and Learning
▪ Differentiation	
▪ Monitoring and Evaluation	▪ Self-Evaluation & School Improvement
▪ Special Educational Needs	▪ Gifted and Talented
▪ Marking and Feedback	▪ Disability Non Discrimination

Principal:		Date:

Policy Evaluation

Points to be considered	Yes	No	N/A	Evidence
• Policy annually reviewed				
• Policy in line with current legislation and/or KHDA requirements				
• Lead person in place				
• Lead person carries out role effectively				
• School personnel aware of this policy				
• School personnel comply with this policy				
• Students aware of this policy				
• Parents aware of this policy				
• Necessary resources in place				
• Policy referred to the School Handbook				
• Policy available from the school administration				
• Policy available from the school website				
• All stakeholders including students involved in further development of this policy				
• All associated training in place				
• All outlined procedures complied with				
• Links made between this and other policies in place				
• Associated policies in place and up to date				

Lead Reviewer:		Date:	

Principal:		Date:	

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Policy Approval		

Policy Title:		Date written:	

Policy written by:		New Policy (✓ or x)	☐	Revised Policy (✓ or x)	☐

Stakeholders consulted in policy production: (✓ or x)	Principal	Senior Leadership Team	Teachers	TAs	Administrative Personnel	Parents	Students	Other relevant stakeholders
	☐	☐	☐	☐	☐	☐	☐	☐

Date when approved by Principal:		Date when presented to stakeholders:		Date implemented:	

Published on: (✓ or x)	School Website	Staff Handbook	Student Handbook
	☐	☐	☐