



The Gulf English School

Admissions Policy

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Author: Leadership Team

Adoption / Review	Committee	Lead Personnel	Review Date
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This policy serves to provide a fair and transparent admissions procedure that guides all stakeholders through the process. The correct implementation of this policy should provide prospective families with all the steps that are required to ensure that the admissions procedure runs as smoothly as possible.

The Gulf English School is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. Our commitment is underpinned by robust processes and procedures that seek to maximise opportunity, minimise risk and continuously promote a culture of safeguarding amongst our workforce and treat all applications with equity.

The Gulf English School is an International School that follows the English National Curriculum. It offers all Key Stages and ages from Early Years until Year 12. (Ages 3-17). As we are a selective entry school, admission is subject to a number of entrance criteria, which can vary according to the child's age and the availability of school places.

All nationalities are welcome to apply. However, our priorities are for:

Students with current siblings in the school.

Students with outstanding previous school reports.

Students who recently studied in an English National Curriculum school.

Students who demonstrate additional talents or skills that can be developed further, including but not limited to – sporting, musical, artistic, linguistic and leadership.

APPLICATION PROCESS

All students joining the school will be tested before registration; except overseas hire faculty children. Students will be tested in English and Mathematics. The entrance test is designed to select students of above average ability. All students must meet entry requirements.

The assessment fee for Primary and Secondary shortlisted students is QR550 and is nonrefundable. The assessment fees are to be paid online or at the school premises, within the time frame given and prior to the assessment date. The testing of students will be carried out by scheduled appointments only.

The assessment is designed to give students an age related score, which is then used to select the most suitable candidates for that academic year. We strictly follow our own objective school assessment and admission policy, which includes criteria related to The Gulf English School expectations and curriculum requirements. This enables us to ensure the selection process is fair and equal for all applicants.

The entrance test for unsuccessful students can be retaken on parents request with fees of QR 550.

AGE REQUIREMENTS

The age of the applicant is an important factor in determining year group placement.

Students enrolling in the Pre-school program shall be 3 years of age on or before September 1st of the year of admission. Students must also be potty-trained (see our Early Years Toileting Policy) for entrance to Pre-school.

Students enrolling in Reception shall be 4 years of age on or before September 1st of the year of admission.

Where previous school records indicate that a student has already attended a British school style pre-school or Reception, yet the student does not meet the GES age requirements, the student may be placed in Pre-school/Reception for observation to determine appropriate placement. For clearly compelling educational reasons, exceptions may be made.

HEALTH RECORDS AND REQUIREMENTS

At the time of admission, parents must fill out a health form and supply a record of immunisations. Within one month a health certificate must be completed and missing immunisations undertaken. Also, at the time of admission, parents/legal guardians must sign a statement giving the school the authority to send the student for appropriate medical assistance in the event of an emergency.

ENTRANCE TEST

Preschool

Entrance assessments will be carried through a range of play based activities and children will be assessed based on the following criteria:

Communication in English at a level appropriate to their age.

An interest and curiosity in the activities and environment.

Social skills appropriate for their age.

Reception

Entrance assessments will consist of simple social activities, basic writing/pencil control, phonics and number work. All assessments are conducted in English therefore children must demonstrate a clear understanding of English (speaking and listening). All assessments are age appropriate specifically adapted to relate to the children's stage of development appropriate to the point within the academic year that the assessment takes place.

Year 1 & Year 2

The assessment will consist of reading, writing, and number work. All assessments are age appropriate specifically adapted to relate to the children's stage of development appropriate to the point within the academic year that the assessment takes place.

Year 3 - 6

Prospective students must complete a digital reading comprehension and maths assessment, along with a brief written assignment. It is essential for students to demonstrate proficiency at the age-related expected level in these core subjects to continue the admissions process. We will also consider children's behaviour and attitude.

Secondary (Years 7-11)

Prospective students must complete a digital reading comprehension and maths assessment, for Year 7-10. Year 11 students must complete a written English and Maths assessment. It is essential for students to demonstrate

proficiency at the age-related expected level in these core subjects to continue the admissions process. We will also consider children's behaviour and attitude.

6th Form (Year 12)

Our Assistant Head of Sixth Form will interview students (new or existing) wishing to enrol on the A Level programme. Students wishing to enrol on the AS Level course must have the following:

A minimum of 7 IGCSE Grades 9-4 or A*-C (at least Grade 4 or C in the English as a Second Language paper).

PARENT MEETINGS

On successful completion of the entrance test, all parents and in some instances, students will have a personal meeting with a member of the Leadership Team. This meeting provides an opportunity to discuss our educational philosophy, school culture, and how we can best support your child's learning journey. It also allows us to address any questions or specific needs you may have, ensuring a positive and collaborative relationship from the outset.

STUDENTS FROM OTHER SCHOOLS AND OTHER NATIONAL SYSTEMS

Students who have had prior schooling are required to bring reports indicating grade placement and academic grades earned at the previous school(s). Any child entering the school during the school year, or who is new to the school when it opens in September, will be placed according to The Gulf English School age eligibility standards, the prior two years of school records and assessment interviews and /or tests.

The Gulf English School calendar begins in September and ends in June. Students, who come to The Gulf English School from systems with a different school year calendar, may be placed in the Year group the child has already completed in his/her prior school. This means that in some cases students will repeat part of an academic year.

COMPLETION

Following successful completion of the assessment process, our Admissions Team will communicate with parents. An offer will be sent to parents with payment details when a place is made available. Otherwise, the child will remain on the waiting list until a suitable place arises.

When a place is offered parents must pay QR 4000 for the non-refundable Registration Fee.

For further information, please do not hesitate to contact us at info@gulfenglishschool.com.

RE-ENROLLMENT

Students enrolled at GES are expected to advance to the next year group at the end of each academic year. There is currently no automatic transition between key stages, however most of our students do progress through the key stages without any difficulty.

Students who do not make the expected progress, in line with their stage and English National Curriculum expectations, may be asked to undertake additional learning support to target areas which are causing most difficulty. Parents will be informed well in advance if there is a chance that a student may not meet the standard required to progress to the next key stage.

SUMMARY

The Gulf English School is an academically selective school and waiting lists for all year groups are rank ordered based on academic ability as determined by a combination of entrance testing, interviews, school reports, behaviour, and academic reference. Students who pass the criteria for admission will, if there is no age-appropriate place, be placed on a waiting list.

Siblings on waiting lists will be given priority over those student applicants without siblings.

Open places are not offered on a 'first come – first served basis'.

The final decision regarding admission into The Gulf English School or from one Key Stage to the next sits exclusively with the The Gulf English School Leadership Team.

Cross-references: 4.005 (Registration Fee), 4.010 ((Admissions Primary), 4.015 (Admissions Secondary School), 4.020 (Admissions ESL), and 4.160 (Transportation), Faculty Handbook, Early Years Toileting Policy.

