



مدرسة ايليت الانجليزية  
The Elite English School

## EES Admission Policy

**Review:**

This policy was reviewed on 03<sup>rd</sup> April 2023. It will be reviewed and updated annually by the school management.



## ADMISSION POLICY

### GENERAL RULES AND REGULATIONS FOR ADMISSION

1. Filling up the REGISTRATION FORM does not guarantee admission.
2. Any attempt to fill more than one form for one child will result in his/her disqualification for admission.
3. Entries with regard to the Name, Date and Place of Birth should be in conformity with the passport.
4. Final selection to Grade KG 1 will depend on the child's performance at an assessment session to ascertain his/her ability in Independence, Speech and Physical developments to attend a pre-school.
5. All admission to Grade KG 2 to Grade 12 is granted strictly based on the performance at The ELIGIBILITY TEST. If the student qualifies the eligibility test he/she has to undergo an interview with the Principal as per merit list, interview call will be sent as per number of available seats. Upon being granted provisional admission he/she has to submit his/her ORIGINAL Transfer Certificate OR School Leaving Certificate from the last school attended by him/her, showing his/her Annual Examination results and promotion to higher class. Admission will be confirmed only upon receipt of all the required documents. School Management reserves the right to reject any admission without assigning any reason.
6. SEND admission applications will be considered in line with current guidelines and no child will be discriminated against or treated unfairly. For further details kindly refer to Appendix # 1 - SEND Admission Policy.
7. All admissions are subject to MINISTRY'S APPROVAL.
8. No provisional admission will be granted.
9. Children on VISIT VISA are not eligible for admission.
10. No admission will be granted to the pupils coming from UNRECOGNISED SCHOOLS.
11. Children seeking admission to KG 1 Class must have to complete 04 (four) years of age as on 31<sup>st</sup> March of the calendar year in which admission is sought.
12. Incomplete Admission Forms or Admission Forms not accompanied by proper documents will not be accepted.
13. For Grade XI / XII admission stream selection and criteria:
  - Stream 1 SCIENCE A : English, Physics, Chemistry, Math, Computer Science/ Home Science/Psychology/Physical Education (must score an aggregate of 75% for seat consideration)
  - Stream 2 SCIENCE B : English, Physics, Chemistry, Biology/ Math/ Computer Science/ Physical Education/Home Science/Psychology (must score an aggregate of 75% for seat consideration)



- Stream 3 COMMERCE: English, Accountancy, Business Studies, Economics, Math/ Informatics practices/ Physical Education/ Home Science/Psychology (must score an aggregate of 65% for seat consideration)
  - Stream 4 COMMERCE: English, Accountancy, Business Studies, Marketing, Physical education/ Home Science/ Informatics Practices/Psychology
  - Stream 5 COMMERCE: English, Business Studies, Economics, Marketing, Informatics Practices/ Physical Education/ Home Science/Psychology
  - Stream 6 COMMERCE: English, Business Studies, Informatics Practices/ Marketing/ Physical Education/ Home Science/Psychology.
14. The Policy will be reviewed annually by the school management. This policy has been updated and reviewed on 03<sup>rd</sup> April 2024.



## APPENDIX # 1 - Students of Determination - ADMISSION POLICY

The SD admission applications will be considered in line with current guidelines and no child will be discriminated against or treated unfairly.

### 1. Equality and Inclusion

Our commitment to Inclusive education at The Elite English School means that we strive to provide effective learning opportunities and suitable learning challenges for all students. We promote inclusion and believe that all children ought to take a full and active part in school life. All children are equally valued whether or not they have special learning needs and we endeavor to meet the individual needs of all children in an environment which recognizes their different talents and learning styles, background and culture. We aim to overcome potential barriers to learning in order to provide quality education for all.

### 2. Admission Arrangements

The School will provide admission to all children who meet the admission criteria, according to the availability of seats. Our admission criterion does not discriminate against any student including Students of determination and provides equal opportunities for all. We also follow the Sibling Priority Policy where students applying for admission and who already have a sibling studying in our school will be given first priority.

All students will undergo baseline testing and the school needs to be aware of any SOD upon application. The school will decide on what the best level of support is for each individual case and every effort will be made to admit students who the school management feels can be successful in our academic program.

### 3. Procedure

The school receives all the necessary documentation for a student's file and then presents it to the Principal for review. The enrolment application also includes a section where parents are expected to indicate any special learning needs of the child. The student's intake assessment and interview is scheduled.

During the pre-admission interview the Principal is assisted by the Counselor and the SENCO to assess the child by observing and checking the verbal and non-verbal behavior of the child. If the child displays signs suggesting a deviation from the normal for a child of the same age, these are discussed in detail with the parent. The parent is asked whether any test/evaluation has been done, and if so, they need to share the results so that the school can plan for the child's education accordingly. If the student has been transferred from another school then previous records from the school and any other relevant reports like Psychological assessment reports are to be submitted.

The application is then reviewed by the Principal. The Counselor arranges a meeting with the student and family about course scheduling and any academic support concerns. Counselor, SENCO and teachers plan unanimously before the start date of the student in order to discuss any particulars of the student's file. If the file contains an IEP or other similar plan from a previous school, we attempt to implement all the relevant strategies



that can be adopted to suit the child's needs. If there is no previous plan, but in our assessment of the student we discover that they may have challenges in certain areas, we put strategies into place in order to help them be as successful as possible from their first day in school.

Any child that is identified as SD during the pre-admission stage will not be discriminated against and will be given first preference for admission to the school, provided there is a vacancy.

Post-admission, the child will be provided the necessary interventional support as per the school's Inclusion and SD policy.

#### **4. Notes**

- The above SD Admission Policy shall be read in conjunction with the 'General Rules and Regulations for Admission'.
- The Policy will be reviewed annually by the school management. This policy has been updated and reviewed on 03<sup>rd</sup> April 2023.

**UPDATED AND REVIEWED  
03<sup>rd</sup> April 2023.**