



# MILLENNIUM GLOBAL INTERNATIONAL SCHOOL

## Admission Policy

### Supporting documents

All applicants must provide copies of their passport or copies of birth certificate, 2 passport size photographs, copies of one or both parents' National ID or passport, one recent report, leaving certificate from previous school.

Year group	Age requirement (age on or before 31st August on year of entry)
Pre-K	To be 2 years old *
KG1	To be 3 years old **
KG2	To have turned 4 years old on or before 31st August
Year 1	To have turned 5 years old on or before 31st August
Year 2	To have turned 6 years old on or before 31st August
Year 3	To have turned 7 years old on or before 31st August
Year 4	To have turned 8 years old on or before 31st August
Year 5	To have turned 9 years old on or before 31st August
Year 6	To have turned 10 years old on or before 31st August
Year 7	To have turned 11 years old on or before 31st August
Year 8	To have turned 12 years old on or before 31st August
Year 9	To have turned 13 years old on or before 31st August
Year 10	14-15
Year 11	15-16

\*Entry is normally at the start of the next term following the 2nd birthday. Children therefore may spend up to 5 terms in Pre-K.

\*\* Entry is normally at the start of the next term following the 3rd birthday. Children therefore may spend up to 5 terms in KG1.

Children are only placed in year groups according to their age. In exceptional circumstances a child may be placed in a year group below their age band. The reasons for this are normally identified in accordance to their educational needs and it is considered in the child's best interest.

### Waiting lists

Where a year group is full, new admissions will be placed on a waiting list. Waiting lists operate on a first come, first served basis. Priority may be given to siblings of children who have a place in the school.

### Siblings

Children with siblings already attending the school will be given priority in situations where there are waiting lists for entry to a particular year. There is a 10% discount on tuition fees for siblings.

### **Additional provision**

The school welcomes children with mild learning difficulties and offers some additional support. There is a policy of inclusion in most mainstream classes with withdrawal from one or two subjects decided in consultation with parents, the pupil (age dependent) and teachers. There may be need for a shadow teacher to accompany the student, depending on availability of space.

Where known or suspected, parents are **expected** to make the school aware of any additional needs their child may have, before admission into the school.

Children will undergo continuous assessment after admission as challenges become apparent or parents will be asked to take the child for assessments by external specialists.

If the school finds it cannot meet the needs of a particular child, the parents will be advised to withdraw the child and recommendations for alternative provision will be made.

### **Physical disability**

We will endeavour to educate students with physical disability within the constraints of school facilities and environment.

### **Admission testing**

We use pre and post admission testing to:

- ensure all pupils can access our curriculum,
- provide teachers with an idea of a child's needs and strengths
- help with target setting for academic performance

### **Leaving the school**

The Board of Directors must receive one term's notice in writing. If notice is not received, one term's fees in lieu of notice will be charged.