



## **Admissions Policy**

*We are a learning community, passionate about an International Education, which inspires and encourages learning. We facilitate self-discovery and development of unique interests, gifts and talents, whilst promoting service learning as a force for good in the world.*

Thank you for your interest in Sotogrande International School (SIS).

We would like to explain to you the process and policies related to the admissions of students to Sotogrande International School.

The aim of the admissions process is to identify the needs of the applicants and obtain a global vision of the students to help them succeed in their transition to SIS.

### **Application Process**

1. Inquiry
2. Submission of documents
3. Testing
4. Interview
5. Assessment of application
6. Further information

#### **1. Inquiry**

If a family is considering an application to Sotogrande International School they are very welcome to arrange a visit. This will be an opportunity to gain an understanding of the curriculum and expectations for studying in an international school which is an IB World School.

During the visit the parents will be informed about the steps of the admissions process.

Documents can be handed in the day of your visit or sent to school beforehand.

The original documents have to be handed in before the start at school.

#### **2. Submission of documents**

For all students

1. Completed Application Form
2. Copy of school reports (last two years)
3. Copy of Applicant's passport
4. Copy of Parents' passports
5. Payment of Registration fee

### 3. Testing

<b>EC1 - PYP Year 6 (3 - 11 years)</b>	<b>MYP Year 1 - Diploma Year 1 (11 - 17 years)</b>
<p>Interview with the Head of Primary or Primary Coordinators</p> <p>All Primary applicants will be assessed during their first week at school.</p>	<p><b>MYP Year 1 - Diploma 1</b>  <b>CAT4 online test</b> (Cognitive Abilities Test online) instructions will be sent to the student by email.</p>

<p style="text-align: center;"><b>International A-level (16 - 18 years)</b></p> <p><b>A-levels</b>  Satisfactory completion of the equivalent of ten full year courses in Years 10 and 11 (UK equivalent).  Satisfactory completion of two years of core courses in English, Mathematics, Science and Humanities  Final Grace C equivalent in both English and Mathematics.  Final Grade B equivalent in any subject or related subject to that chosen for A level study.</p>	<p><b>Middle Year Programme (M1 - M4)</b> - Maths and English placement tests followed by an interview with the Head of Middle School. Interview can be arranged by skype.</p> <p><b>Middle Year Programme (M5)</b> - IELTS test (level 5.0 required), Maths and English placement tests followed by an interview with the Head of Middle School. Interviews can be arranged by skype.</p> <p><b>Diploma 1 (D1) - IELTS test</b> (level 5.5 required), Maths and English placement tests followed by an interview with the Head of Upper School. Interviews can be arranged by skype.</p>
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### 4. Interview

On this day parents and the applicant will be interviewed by the Head of Primary, Middle or Upper School. The applicant will sit the SIS admissions placement tests. These tests are designed to help the admissions committee assess an applicant's ability to place them in the right level.

### 5. Assessment of Application

No decision on entry can be made until the Application Process is completed and the Admissions Committee has met to discuss the results of the application. This will usually be within 2 or 3 days of the interview day.

It is the aim of the committee to admit all students who can benefit from the education offered by the school. A child with special educational and social needs will only be admitted if the school can offer a programme that will meet his or her individual needs. This will be discussed with parents at the initial stages of application prior to any formal application being made or accepted.

### 6. Further Information

#### **International A-level / American High School Diploma**

SIS offers the IB Diploma courses in the final two years of school as well as International A-levels and the American High School Diploma combined with sports. Given the nature of the curriculum, SIS is only able to admit students who have the language background to successfully access the courses of study.

### **English Language**

Please note that the official language of the school is English. English is also the language of instruction of the school (except for the Spanish programme). The second language is Spanish.

### **LOMCE programme (M2-M5)**

Spanish students have to follow the LOMCE programme to obtain their ESO certificate at the end of MYP Year 5. (Spanish Language & Literature lessons).

### **Entrance Age**

Admission to the Sotogrande International School requires that applicants have reached the appropriate age by 31st August.

EC1	three years old
EC2	four years old
PYP Year 1	five years old
PYP Year 2	six years old
PYP Year 3	seven years old
PYP Year 4	eight years old
PYP Year 5	nine years old
PYP Year 6	ten years old
MYP Year 1	eleven years old
MYP Year 2	twelve years old

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### **Grade Placement Outside the Admissions Policy**

All students will be placed according to the Admissions Policy. Changes will be made to student placement only when the school is convinced that such a change of class level is in the best interests of the student. There is a procedure for any possible change in class/grade placement.

### **Learning Support**

SIS welcomes students with a wide variety of skills and abilities. However, students with special physical, academic, emotional and/or behavioural needs will require careful consideration prior to admission. These children will only be admitted if the school is able to meet their needs. Additional costs may be applied. Special educational requirements/history/psychologist's reports are required.

Failure to disclose previous reports or information may result in the loss of the place at a later stage.

### **English Language Development (ELD)**

Children who are not able to access the curriculum due to their level of English will have extra support in English. The ELD programme in Primary has no extra cost. ELD in Secondary (MYP Year 1 - Diploma 1) has an extra cost.

### **Waiting list**

When classes are full, according to the current policy on maximum class size for each year group, then students will be added to the waiting list.

When places become available, students from the waiting list will be offered places according to the criteria:

- Other siblings already accepted in the school

- Families with two or more children
- Most likely to benefit from a place at SIS
- Good references and reports from previous schools
- Good performance, and demonstration of attitudes consistent with SIS Values, in the admissions process

Those on the waiting list are offered places according to these criteria and not the date of application.