



BISG Student Admissions to Secondary School Policy

The Purpose of the BISG Student Admissions to Secondary School Policy is to standardize expectations for all members of the BISG community with regard to the way in which students from within the school community (and those who are looking to join us from outside) are assessed for GCSE secondary school admission.

The expectations outlined below describe what parents and students can expect from BISG regarding criteria for assessment into our GCSE programme and our procedures for assessment.

1. Admission to classes 9 is made by the High School Principal in response to a registration form, a preliminary interview, and a positive result from the entrance exam.
2. Criteria for qualifying a candidate for secondary school:
 - a) at least a "very good" behaviour grade obtained by the candidate during the last classification along with a current written opinion from their homeroom teacher from the school the student has most recently attended;
 - b) a written test in English consisting of two parts: Mathematics and English;
 - c) an interview, where the candidate will self-present in English;
3. Candidates must meet all the requirements specified in point 2. The order of the criteria is gradual and so failure to meet criterion a) will mean that the candidate will not proceed to criterion b).
4. The admissions procedure also considers:
 - a) the ability by the school to meet the academic needs of the candidate and the candidate's ability to function effectively in a challenging academic environment;
 - b) the candidate's ability to contribute positively to the school culture of internationalism;
 - c) the candidate's ability to make a positive contribution to the school community;
5. The Examination Team prepares a report and submits it to the Secondary School Principal for opinion and approval.
6. If a student is admitted to the BISG secondary school during the academic year, the student's school documentation from the previous school is required, i.e. grades, school certificate, a copy of the grade sheet and a health card.

7. Information about the child obtained by the Examination Team in the recruitment process is solely for the information of the school authorities.

8. If the number of qualified candidates with the same grade for conduct and the same number of points obtained from the written test and the interview exceeds the number of vacant places, the order of the date of submitting the registration form shall decide enrolment.

9. The last school certificate from the previous school is required for all newly admitted students. The certificate must be delivered to the school office no later than the day the student begins to study with us.

10. The Principal will be the final authority on all admission decisions in consultation with the Admissions Team.

This BISG policy is updated regularly with the most recent update in bold.

July 2020

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