



## **Independent Bonn International School**

### **Admissions Policy and Procedure.**

**This policy is applicable to all pupils.**

The Head of IBIS applies the regulations on admissions fairly and equally to all those who wish to attend this school. The rules for admission are agreed by the Board and set out in the application forms.

#### **Aims and objectives**

We are an inclusive school that welcomes children from all backgrounds, irrespective of nationality, religion and ability.

All applications will be treated equally and in a sensitive manner.

The level of ability of a child, or any special needs that s/he may have, plays a part in the admissions policy of the school. The school is inclusive. However, if our programme of education is not suited to the child or we do not have the expertise or capacity to deal with certain requirements, we may not be able to offer a place for the child. The school may have a limit on the number of children we can accommodate.

#### **How parents can apply for their child to be admitted to our school**

Parents receive information about the school and, following a visit, fill in registration, medical, address list, Schulverein and Förderverein application forms. No place can be granted until all of the above have been completed and approval given for membership of the Förderverein. If possible and appropriate, the child is invited to spend a day in the classroom. The Head's decision is final if there are queries regarding admission.

Children may enter the school at any time of the year subject to places being available.

There is a trial time of six months on both sides.

#### **Class size**

Kindergarten Classes are restricted to 10 children per adult, whilst other classes are restricted to a maximum of 22. At the discretion of the Governing Body, additional helpers may be employed to assist class teachers with classes.

**P. Wharton, Headteacher - October 2018**