

Garden International School



GIS Policy on Student Admission

Applications are made through the admission department at the school.

Applications for admission to Garden International School are accepted at any time during the academic year, which typically runs from late August to late June. Admission is open to students of all nationalities.

Application for admission at all levels requires the completion of the enrolment form, and admission is subject to the payment of the appropriate enrollment fee.

Students will be placed in their correct age group except in exceptional circumstances. The reasons for this would be in the best interests of the education of the child and requires approval from the Principal.

Where doubt exists as to the reason for leaving a previous school, the Principal or a designated AMT member will contact the previous school, prior to accepting the students.

Final approval for admission lies with the Principal.

Required Documents

1. An official copy of the previous two year's school reports (except foundation).
2. A photocopy of the birth certificate, passport and student visa.
3. Three recent colour passport-size photographs.
4. A photocopy of the parents' passports (for foreigners).
5. A photocopy of the parents' I.D cards and house registration (For Thais).

Procedures for admission to the school vary slightly according to the age of the candidate:

Early Years

Children are admitted to Early Years if they are of an age that they would automatically progress to Nursery the following Academic Year. That is, they have to be three years old before the next 1st of September.

The child and his or her parents need to meet the classroom teacher before admission to the school in order for the teacher to advise the parent on how many half or full days are appropriate. The decision of how many full or half days is taken jointly by the parents and the teacher.

If parents wish to change the number of half or full days that their child spends in the Early Years classroom then this must be done following a parent-teacher meeting which will assess the appropriateness of the time the child spends at school.

Foundation

An open policy will apply. Admission requires a preliminary interview with the parent/s by a member of our admissions staff.

Primary (years 1 to 6) and Lower Secondary (years 7 to 9)

Admission requires a preliminary interview with the parent/s by a member of our admissions staff. They may recommend that prospective entrants have an interview with a member of the Academic Management Team (AMT).

An English test from year 3 is required to determine the English as an Additional Language (EAL) needs where a student does not have English as a first language.

The level of English for year 1 and 2 students is assessed in the first weeks in school.

An Extra English or an English Immersion Programme may be mandatory. Please refer to the document "EAL Provision at GIS Rayong."

Upper Secondary, year 10

All prospective entrants must have an interview with a member of the AMT.

An English language test is mandatory where a student does not have English as a first language, to be conducted by the EAL department. The minimum standard is a pass in the Cambridge KET exam, or equivalent.

The student must select option subjects from the options list.

Upper Secondary, year 11

All prospective entrants must have an interview with a member of the AMT.

The student must select option subjects from the options list

An English language test is mandatory where a student does not have English as a first language, to be conducted by the EAL department. The minimum standard is a pass in the Cambridge PET exam, or equivalent.

International Baccalaureate (IB) Diploma

Entrance to year 12, to begin IB studies, requires a minimum of five passes at (I)GCSE with C grade or better, or in the case of a student entering from another system, evidence that they have reached a standard of academic achievement such that they are likely to succeed in the IB programme. The student must select option subjects from our options list.

All prospective entrants must have an interview with a member of the AMT.

An English language test is mandatory where a student does not have English as a first language, to be conducted by the EAL department. The minimum standard is a pass in the Cambridge PET exam, or equivalent.

Exceptionally, entry may be given after November providing it is clearly understood that the student may have to start year 12 again the following year if progress makes this necessary.

For students unable to meet our entry requirements an alternative course involving aspects of EAL, intensive IB course study in reduced number of subjects to certificate level, some IGCSE subjects or alternative study programmes may be recommended.

For Entry into year 13

All prospective entrants must have an interview with a member of the AMT.

Students will have been studying the IB diploma all the previous year, and be adjudged to have a reasonable chance of success in either IB certificate or diploma examinations. The student must select option subjects from our options list. Students who have already completed 1 year of study at a comparable level to year 12, and are adjudged to have a reasonable chance of success in either the IB certificate or diploma examinations, will be considered on their merits.

Thai Nationals

When the proportion of the enrolment for Thai nationals reaches 50% a waiting-list for Thai nationals will be enforced.

Transfers from other International Schools

GIS welcomes students transferring from other International Schools.

Students from other Educational Systems

Garden International School is committed to successfully integrating our students into the school community, and to help ease the transition between different educational systems.

Excluded or Potentially Disruptive Students

Where it is deemed that the applicant is unlikely to cause any harm to our current students or disruption to the existing school ethos and organization, then GIS policy is that such students be given a second chance to continue their education

However, it will be made clear to the applicant and their parents, that Garden International School accepts such students on a one term probationary basis, and reserves the right to demand their removal at any time should patterns of behaviour be unacceptable to us. The school may insist on a home-school agreement.

Students with Special Needs

The student will need to meet with our Special Needs Coordinator. If the school, in consultation with the parents, considers it has the capacity to contribute meaningfully to the progress of the student, and there are no disadvantages to other students, then such students will be welcomed.

Parents should be aware that the school site covers a wide area with buildings of more than one storey and without lifts. Students with physical disabilities will be admitted if their disability allows them to access all learning areas of the building safely, and access the curriculum, without detriment to their or others' learning.

In some circumstances a one-to-one teaching assistant or additional special needs support may be required. This would be at the parents' expense.

Adopted October 2008, Readopted with modifications November 2010