



### **The Admissions process at a glance**

The Bridge International School is committed to providing an international education to national and ex-patriate students aged 3 to 18. Parents wishing to enroll their child should provide all supporting documents as mentioned below.

#### **Application check list**

- Completed application form
- One passport-sized photograph
- Copy of child's birth certificate
- Copies of the last two years school reports (in English or French)
- Copy of the current year school report (if applicable)
- Copy of parent passport/national identity card
- Registration fees + 50% tuition fees

Please note that the Bridge International School does not provide boarding facilities. Children must be living in Douala or parents must make arrangement for their accommodation.

Those interested in enrolling students at the school can arrange to meet a member of our staff who will explain all the procedures and conduct a tour of our facilities.

Please note that closing date for enrolment is **June 15<sup>th</sup> 2015.** Late applications will be considered on an individual basis, depending on availability of places.



## Application procedure and admission policy

Enrolment is not automatic. The admission policy is designed to ensure that the students who attend the school have the capacity to thrive within, and benefit from, all that The Bridge International School offers.



The admission procedures take into account three main strands:

1. **Assessment results** – students will need to demonstrate the capacity and capability to benefit from the educational programmes at The Bridge International School. The School will request applicants to complete an assessment in English and Mathematics prior to the offer of a place, depending on the year group that they wish to enter, to ensure the student's educational needs can be met.

Where there is some evidence of additional educational need, opportunities will be provided to discuss the child's educational development in more detail, and for the school to carry out appropriate assessments, before an offer of a place can be made.

2. **Interview** – wherever possible students/families will be interviewed prior to admission. These interviews will be carried out as part of the enrolment procedure by the relevant Head of Section, and through discussion with the Head teacher.

3. **Previous record of attainment and achievement** – students entering school who have previous school experience will be expected to have a record of their past academic achievements from each school attended. It is also important to note that the school will place students in the most appropriate year group according to their chronological age, as outlined on the information sheet ***Class placement at The Bridge International School.***

### Enrolment into Pre-Nursery

Applications for enrolment into Pre-Nursery are considered on a case by case basis. Entry is initially through consultation with the Head of Early Years who will advise parents. It is anticipated that as part of the admissions procedure, potential students will spend some time with the class that they wish to enter, to allow our teaching and support staff to observe their behavior and interaction with their peers, as well as being able to gauge their ability to communicate and understand English.

### Enrolment into Nursery and Reception

The criteria for enrolment into Nursery and Reception are that all students must be capable of using English as their working language. It is anticipated that as part of the admissions procedure, potential students will spend some time with the class that they wish to enter, to allow our teaching and support staff to observe their behavior and interaction with their peers, as well as being able to gauge their ability to communicate and understand English.



### **Enrolment into Years 1 to 6**

It is important for entry into Primary that students are confident and competent users of English. At this level, potential students may be asked to carry out short assessments to test their understanding and use of written English, in addition to assessing their ability in Mathematics.



It is anticipated that as part of the admissions procedure, potential students will spend some time with the class that they wish to enter, to allow our teaching and support staff to observe their behavior and interaction with their peers, as well as being able to gauge their ability to communicate and understand English.

### **Enrolment into Years 7-11**

Applications for enrolment into Years 7-11 are considered on a case by case basis. Entry is initially through consultation with the Head of Secondary who will advise parents accordingly. Students can expect to be given written assessments in English, Mathematics and Science. The expectation is that most students will progress into Years 12 and 13 after completion of their IGCSEs at the end of Year 11.

### **Enrolment into Years 12-13**

Applications for enrolment into Years 12-13 are considered on a case by case basis. Students are however expected to have passed at least 5 IGCSE subjects or equivalent with a C grade. Entry is initially through consultation with the Head of 6<sup>th</sup> Form and later subject teachers who will advise parents accordingly. Students can expect to be given written assessments in English, Mathematics and Science. The expectation is that most students will progress into University after completion of their AS/A2 at the end of Year 12/13.

### **NOTE\*\*\*\*\***

The Bridge International School reserves the right to give any potential student a test to assess their level of English and Mathematics competence.

Learning support and additional support lessons in English and Mathematics are provided when it is felt that a student would benefit from additional help in these areas. Parents will always be consulted in the decision-making process, after a particular need has been identified.

