



ADMISSIONS POLICY

Vijay International School provides education for children from Early Childhood through to Sixth Form (Age 3 to Year 13).

Class Placement

Admission to the school is made according to the age of the child on the 1st September of the year of entry. This policy is not normally negotiable, however, in exceptional circumstances a child may, at the discretion of the Principal, be placed in a class different to that determined by age. This may be because the child joins the school from a different educational system and may have missed some schooling, or it may be the case that a child with a low standard of English is initially placed in a lower class. Information about the child's academic, social and emotional development is taken into consideration, and where relevant, their medical history.

Where a student wants to join a year group that is working towards external exams, Year 10-13, there will be discussions about which year group the student can enter based on their previous subject choices and how much of the curriculum coverage they have missed. We will work closely with the student and parents on a case-by-case basis to ensure the student is placed in the right year group to maximise their chance of success when sitting their exams.

In all the above cases, the needs of each child are considered carefully and the final decision regarding placement is made in his or her best educational interests.

In-Year Admissions

The school will accept admissions from students during the school year if there is a space available at the time of admission.

The Sibling Rule

Children move up the list in strict order, as places become available, however a priority is given to families who already have children in the school (brothers or sisters to the child waiting). This is known as the "sibling rule".

Waiting Lists

Children are placed on a waiting list if there is no space available at the time of registration, i.e. deposit of completed enrolment forms, secures the place on the list.

Entrance Exams

Vijay International School does not require students to sit an exam for entry. We do require a copy of a previous school report to discuss previous learning experiences and assess if needs can be met.



Special Educational and Medical Needs

The school strives to be as inclusive as possible within the resources we have available. If the school feels any needs cannot be appropriately met, in-depth discussions will take place with the SENCO, Principal and parents/carers to discuss whether the school can meet their needs.

Reception 1

Children who are 3 years of age by September 1st of the year of entry.

N.B. Children may enrol in R1 during the academic year, upon attaining the age of 3, however, transfer to Reception 2 class will only take place automatically if the child is 4 years old by the 1st of September of the appropriate academic year.

The school reserves the right to transfer a child from R1 to R2 if the child's fourth birthday falls within the first half term of the new academic year, but this is at the school's discretion.

Children who have fourth birthdays during or after the October half term holiday must remain in R1 until the following September, whereupon they move into R2. This policy ensures that your child is in the right class for his/her age.

Year Groups and Ages

	Ages are as of the 1st September		
Early Childhood	Early Childhood	EC1	3 – 4 years
		EC2	4 – 5 years
Primary	Key Stage 1	Year 1	5 – 6 years
		Year 2	6 – 7 years
	Key Stage 2	Year 3	7 – 8 years
		Year 4	8 – 9 years
		Year 5	9 – 10 years
		Year 6	10 – 11 years
Secondary	Key Stage 3	Year 7	11 – 12 years
		Year 8	12 – 13 years
		Year 9	13 – 14 years
	Key Stage 4	Year 10	14 – 15 years
		Year 11	15 – 16 years
Sixth Form	Key Stage 5	Year 12	16 – 17 years
		Year 13	17 – 18 years

Process for application

For all admissions, an enrolment pack must be completed prior to entry with all requested documentation provided.