

Version: Final
Approved date: September 2023
Review date: September 2025

The British School of Gran Canaria

Admissions

Policy Document



THE BRITISH SCHOOL OF GRAN CANARIA

ADMISSIONS POLICY

1. Scope

This policy applies to all applicants and applications to join the student body of The British School of Gran Canaria (BSGC).

2. Definitions

Throughout this document, the following words, terms and phrases have the following meanings:

Vision - the public declaration of the BSGC high-level future goals.

Mission – BSGC’s public declaration of its day-to-day operational objectives, its educational values, and commitments to its students and community.

Infant – the school sector that includes Nursery, Reception, Year 1 and Year 2 (+ Pre-Nursery in South School).

Junior – the school sector that includes Years 3 to 6.

Secondary School – the school sector that includes Years 7 to 13.

National Curriculum – curriculum delivered in state schools in England.

SEND - Special Educational Needs and Disabilities.

3. Rationale

The British School of Gran Canaria welcomes children of all nationalities whose families are committed to the school’s Vision and Mission and who wish to embrace the British-based education offered by the school.

The school is committed to equal opportunities and does not discriminate against individuals on the basis of race, colour, sex, sexual orientation, religion, disability, age, or national or ethnic origin. We may consider factors including an applicant’s prior education and linguistic background to fulfil the school’s mission of providing education in English. Our ability to meet specific educational needs will be considered during the admissions process.

(Please consult the school’s Equal Opportunities and Learning Support policies.)

4. Access

The British School of Gran Canaria, being a British school based in Spain, has certain requirements and limitations when considering pupils’ applications or the continuance of pupils within the school.

English Language Ability - English is the primary language of communication and learning within the school. The ability to successfully access the curriculum and thrive within our English language-based learning environment is an essential admissions requirement.

We admit children in the Infant years regardless of their level of English, provided there are no other additional learning needs. Students seeking entry into the Junior years must have sufficient English language competency to access and benefit from our academic programmes and attain the expected level of English within a reasonable period of time. If the school has concerns regarding an applicant's ability to access the curriculum, we may administer a Level of English test.

Secondary School applicants must have the level of English necessary to access the full curriculum and to meet the rigorous standards for international examinations. Applicants must also have the required degree of competency in Maths. We evaluate applicants with a written English test, a standardised reading assessment, a maths test, and a personal interview.

Academic and Attitudinal Information - Students from Year 2 upwards must provide their previous school's reports from the last two years for admission into Primary, and the last three years for admission to Secondary.

Learning Needs – The school seeks to provide a supportive and appropriate learning environment for all students, and to achieve this, the school needs to fully understand each applicant's individual needs to ensure that appropriate learning support can be provided. Applicants with mild social/emotional issues, learning differences or other learning needs may be assessed by our learning support staff or may be required to provide specialist reports and an agreement of collaboration between the school and external specialist(s) to support the student.

The school provides support for students with mild to moderate learning needs, often with the support of external professionals, who are required to work closely with the school and its staff. More serious learning needs may not be catered for due to the specialisation or level of individual support required.

The Head makes Admissions decisions based on the recommendation of the learning support staff.

Applicants must fully disclose all learning needs during the application process. Professional assessments and details of extra support the applicant is receiving must also be provided with the application. Failure to fully disclose such information at this time may result in revocation of admission or a student's place in the school. The admission of students with SEND depends on collaboration with a school-approved specialist.

5. Year Groups and Entry

The British School of Gran Canaria closely follows the National Curriculum but uses the age groupings for classes as applied within the Spanish education system. Therefore, a child's birth date determines placement, with students from each particular year group being born within the same calendar year, i.e., 1st January to 31st December.

The school strongly believes that placing students in a class with similarly aged peers is important for academic, social and emotional reasons. There may be special circumstances for considering assignment to another year group, but this will be the exception, with the school's decision being final. Note that Spanish nationals are not permitted to enter a year group ahead of their specified group without special authorisation from the local education authorities.

All children entering the Nursery class must be able to use the toilet independently.

6. Applying to BSGC

Nursery – Families considering making an application may visit the school to get first-hand information on the school. Families should submit an application form if they wish to apply for a place. We may invite you to an interview as the next stage in the process. Where possible, both parents should attend this interview.

Reception to Year 6 – We encourage families to visit the school before making an application. On receipt of an application for Years 3-6, we ask for two years of current and prior school records and a confidential recommendation from a classroom teacher. Without obligation, we may also invite applicants to attend school on a trial basis to assess their ability to access the curriculum. After an initial screening, we invite parents to an interview.

Secondary – For older year group applications, we organise several evaluations, including a standardised reading assessment, an extended piece of writing in English, and a mathematics test. On reviewing an applicant's suitability, we carefully consider their school reports. After an initial screening, we invite parents and the applicant to interviews.

Sixth Form - For entry to Sixth Form, students must have five passes at IGCSE, at a minimum of C/5 grade, including any subject they wish to study at A level. We assess the applicant's suitability by reviewing their school reports and a confidential recommendation, preferably from a current English teacher. After an initial screening, parents will be invited to an interview. After an initial screening, we invite parents and the applicant to interviews.

7. School Decision

On receipt of an application and all the supporting information, the school will review each case, evaluating the student's compatibility with the school's mission and expectations. In addition, we consider the following BSGC Application Criteria to prioritise the allocation of places.

- Applicants with siblings currently within the British School.
- First language English speakers.
- Children of Former Pupils of the school.
- Applicants transferring from COBIS or other recognised British overseas schools.
- Number of siblings applying to the school.

In exceptional circumstances, the standard class size will be increased from 25 if it is deemed positive for the students and institution to accept a first-language English-speaking student into the school.

In all applications, the school reserves the right of final decision.

8. Accepting an Offer for a Place at BSGC

Once we accept an application and offer a place, the applicant's family must confirm acceptance by paying the non-refundable Registration fee and signing the BSGC Registration Agreement. Failure to complete this process will signify that a family has not accepted the offer, and we may offer the place to another candidate.

9. Waiting Lists

When the number of eligible applicants exceeds the availability of spaces for a particular year group, we may place students on a waiting list until an opening becomes available. In such cases, the above Application Criteria will apply. We may also consider other criteria in selecting students from the waiting list, including their academic proficiency, wider skills they might bring to the school, and the gender balance of the class or year group.

When placing an applicant on a waiting list, we try to provide you with a realistic assessment of the chances of, and possible timing for, admission. However, you should know that the admissions process is dynamic and unpredictable. We periodically contact parents of applicants on the waiting list to update them on their status and to confirm whether they wish to remain on the list.

The UK Government DfE document *Free School Admissions Guidance - Mainstream Admissions* December 2014 (v3) was used to guide this policy.