International School Rheintal

# Admissions Policy

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International School Rheintal
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# ISR Admissions Policy

## ISR Guiding Statements

### International School Rheintal Vision

ISR is the school of choice in the Alpen Rheintal region providing a high quality international education in English for students from Kindergarten to Grade 12, inspiring international-mindedness, academic and personal excellence and responsible engagement.

**Reviewed June 2023**

### International School Rheintal Mission

ISR is a supportive, challenging and student-centred environment. We encourage each student to reach their potential whilst promoting international-mindedness, empathy and life-long learning. Through teamwork and individual endeavours, members of the school community should:

- Respect and take responsibility for themselves, others and the environment
- Appreciate and respect diversity
- Think critically
- Reflect thoughtfully
- Communicate effectively
- Celebrate success

**Reviewed June 2023**

# Admissions to ISR

The International School Rheintal (ISR) is an inclusive community international school that welcomes students without discrimination on the grounds of gender, sexual orientation, race, religion, or nationality. We welcome international students, local students with an international background, and local students committed to an international, community-based education. This policy outlines the approach and principles applied in the admissions process to our school to ensure that every student accepted into ISR is able to thrive.

Students are invited to join ISR if:

1. The student can benefit from the educational environment provided, and,
2. Our school is able to meet the needs of the student, and,
3. Places are available, and,
4. The family agrees to adhere to ISR's policies and its Financial Regulations.

## Admissions Process

Students are welcomed throughout the school year, on a rolling basis, up to Grade 10. Grade 11 students can potentially join until the October Break, although sometimes a Foundation Year in Grade 10 can best prepare a student for the Diploma (we will advise each family based on their individual circumstances). Grade 12 students may join the school if they are transferring from an IB school, their option choices are compatible, and they meet the requirements as detailed in the later section regarding IB Diploma Admissions.

ISR requires the following documentation to process an application (via Schoolbase or in writing):

- A completed and signed Application Form including a photograph of the student
- copies of the student's passport
- the signed ICT Form
- School records/reports for three previous years
- Copies of Individual Educational Plans, if applicable
- Copies of any standardised tests and/or diagnostic educational assessments

Once the the application and associated documents are received, then:

- The documentation will be collated by the Admissions Lead and reviewed by the relevant Head of School and the Director.
- Applications will be considered according to the date of application.
- Should ISR require further information about the needs of a student, the student may be asked to sit assessments in English, mathematics and non-verbal reasoning.
- A personal interview with the appropriate Head of School is desirable and can be held face-to-face or virtually.
- ISR will contact the student's previous school for copies of school records, prior to acceptance.
- Students will be assigned to grade level classes based on their age. Only in absolute exceptional cases, and when approved by the Director, will students be placed in a grade below or above their age group (we do not ordinarily advance or keep students back a grade).

ISR will communicate admissions decisions via Schoolbase and by email. ISR may offer conditional acceptance in some cases (this could be in the case of a student having a trial period to evaluate whether ISR can fully meet a student's needs). Admissions are subject to the final decision of the Director. The school reserves the right to deny admission or re-enrolment of a student if this would be in the best interests of the child, and the wider ISR community.

Once the Director approves the application, payment of an application fee and a non-refundable Capital Fund Fee confirms that the student's place at ISR is reserved. Details can be found about the Tuition and Fees in the Financial Regulations section (https://www.isr.ch/admissions/tuition-fees) of the ISR website.

# General Principles

## Entry to Kindergarten

Entry to Kindergarten is as follows:

- Students are eligible to enter Kindergarten 1 if they are three years of age before August 31 of that school year.
- Students are eligible to enter Kindergarten 2 if they are four years of age before August 31 of that school year.
- Students are eligible to enter Kindergarten 3 if they are five years of age before August 31 of that school year.

Students joining the school during the school year are placed in Kindergarten 1, 2, and 3 primarily based on age. Factors such as previous records, academic history, measured aptitude and achievement, physical and emotional development and other relevant details are also considered.

A trial period in the Kindergarten class to which the student is assigned is mandatory. The final decision for grade placement rests with the Director.

## IB Diploma Specific Requirements

To enter the IB Diploma Programme, there needs to be sufficient evidence in the student's academic history to indicate that the student will be successful in the IB Diploma Programme. From our experience over many years, we have found the students that meet the below criteria are suitable candidates for the IB Diploma Programme. This includes:

- Secure B2 English Language Level as mandated by the IB (Common European Framework of Reference for Languages: CEFR), moving close to C1.
- Standardised scoring in English, mathematics, scientific literary and non-verbal reasoning at minimum 90 in the weakest subject area, and ideally 100+. Assessments used include International School Assessments (ISAs), Progress Test in Mathematics, and CAT4 data. These assessments are completed by the ISR Learning Support Team.
- If the student has completed the MYP, a minimum of a 4 in each subject to be taken at Standard Level (ideally a 5) and a minimum 5 for Higher Level subjects (ideally 6).

Students completing the Diploma Programme are ordinarily required to continue to meet the academic requirements throughout the programme, which ensures they are likely to be successful in the final assessments in Grade 12. It is normally expected that students are achieving above 24 points as detailed in the individual Grade 11 End-of-Semester reports and with a minimum of 2+ in all subjects, to enable them to continue through the programme, and into Grade 12.

Students with Specific Education Needs or Disabilities (SEND), and for whom the full IB Diploma is not suitable, may be able to follow an alternative path, such as completing individual IB subject Course Certificates leading to a CIS-recognised High School Diploma, rather than the whole IB Diploma. This must be agreed in advance with the IB Diploma Coordinator, Learning Support Coordinator, Head of Senior School and Director at ISR, and with approval of the International Baccalaureate.

## Waiting Lists and Priority

Where a waiting list exists, priority for admission will be given to international students coming from outside the region. Applications are then reviewed on a first-come, first-reviewed basis.

## Change in Circumstances

Should there be a change of circumstances, or information come to light following admissions that negatively impacts the student and/or school, ISR reserves the right to revoke its offer of admission. In making such a determination, ISR will act in line with its guiding statements and its policies such as its Inclusion Policy and the Code of Conduct Policy alongside the core admissions requirements as listed below:

1. The student can benefit from the educational environment provided, and,
2. Our school is able to meet the needs of the student, and,
3. Places are available, and,
4. The family agrees to adhere to ISR's policies and its Financial Regulations.

Should a family's financial circumstances change following admission to ISR that results in the family being unable to afford the ongoing school fees, the family should contact the Director. As an ethically-driven responsible school, the ISR Board have authorised an ISR Hardship Fund which, in extreme cases, can potentially be used to support an existing ISR family so their children can either complete their education (generally if in their final year), or the student could potentially be supported for a defined period of time. Any such requests for financial aid through the ISR Hardship Fund are reviewed by the Director, and must be supported by evidence of the family's situation. The Director will then consult with the ISR Chair of the Board to agree whether financial aid can be provided, and under what circumstances, for the specific family. Each case is reviewed on a case-by-case basis and the Director's decision, in collaboration with the Chair of the ISR Board, is final.

## Academic Scholarship Programme

ISR is trialling an Academic Scholarship Programme for local students. The requirements for student application follow the principles outlined in this policy as well as the additional information as outlined on the ISR scholarship page: (https://www.isr.ch/admissions/scholarship/about-the-scholarship). Additional entrance assessments, family financial information and student interviews are required for scholarship applicants that meet the entry requirements as listed on the website.

## Technology Requirement

ISR has a 1:1 device programme. Students in Grades 6 – 8 have use of school MacBooks and are able to take them home with the Continuous Learning Agreement. Students from Grades 9-12 bring in their own devices.

# Additional Learning Needs

## Specific Education Needs and Disabilities

As an inclusive school, and as outlined in our Additional Learning Needs and Inclusion Policy, ISR welcomes students with a range of learning needs which can be catered for within a mainstream education environment. We are an academic school and are unable to offer places to students who require significant accommodations, beyond our resource, expertise and capability. You can find out more about our approach to Additional Learning Needs in our Inclusion Policy (viewable on the ISR website). Before offering a place to a student with special education needs and/or disabilities (SEND), ISR will request additional information and may require diagnostic educational testing. Admissions of students with additional learning needs will depend on the school's ability to meet the child's educational needs. Should additional specialised services, such as one-to-one in-class support, exam readers or one-to-one tutoring be required, this is the financial responsibility of the family (on top of the school fees, and as outlined in the Financial Regulations).

The campus is wheelchair accessible and there are all-genders and inclusive bathrooms and changing facilities on site.

## English Language Requirements

The school provides English as an Additional Language (EAL) support for students up to and including Grade 10. It is desirable that students joining in Grade 10 have a B2 (Common European Framework of Reference for Languages: CEFR) in English. To join the (ISR) Diploma Programme in Grade 11, a B2 level in English is required (this is an International Baccalaureate requirement), and ideally the student is working towards C1. For Kindergarten to Grade 9, students are assessed in their English level and an individual programme is put in place based on their language needs.

*NB - Last policy review led in 2024 by Liz Free, CEO and Director and Megan LaJoie, Admissions Lead*