

Ambassador International Academy

Admissions Policy

Ambassador International Academy will offer places to families where spaces are available and the school can meet the needs of the child regardless of nationality, culture, gender or religion.

All applications are dealt with on a first come first served basis. Where a grade is at capacity, a child may be placed on the waiting list. Once a place becomes available, the Admissions Office will contact the parent. When a place is offered, the parent must accept or decline the offer of a place within five working days.

Dubai is committed to inclusivity. In line with this and the requirements of KHDA, we are committed to being as inclusive as we can be. There is no formal assessment for entry into Ambassador International Academy, except for children entering Pre KG and KG1 whose dates of birth are in the range of 1st September – 31st December (see below). We would only consider rejecting an application if the child's needs were such that we could not provide the support required and/or their presence would significantly hinder the learning of the other children.

Our admissions policy requires Pre KG applicants to turn 3 years of age by 1st September in order to succeed in our Pre KG programme; however, as per KHDA regulations, we can now accept applications from students who are turning 3 years old on or before 31st December. For these applicants, we would offer a play based assessment to determine that the child was ready for school. Seats will be offered to applicants who meet these requirements and subject to seat availability. We also apply this policy to applicants for KG1 entry who have not previously attended school. For KG2 entry, applicants must have completed a formal

KG1/FS 2 programme. For Grades 1 - 5, grade-level placement depends on the child's current curriculum and grade level.

Siblings

Siblings of current students are given priority if the grade applied for is at capacity.

Re-registration

Children are eligible for re-registration for the next academic year unless there are significant behavioural issues or any outstanding fees.

Re-registration will begin each March. Re-registration fees will be 5% of the tuition fees for the forthcoming academic year, to be paid by the end of May.

New Applications for the Forthcoming Academic Year

An application may be made at any point. Staff in the Admissions Office will advise on the procedure.

Medical Records

The school requires current and accurate information about your child's medical requirements. You must update the school should any circumstances change. No child can start in school until a completed medical form has been received by the Admissions Office.

English Language

Ambassador International Academy delivers the curriculum to children in English. The school can offer English Language support to children whose first language is not English and who need support to access the curriculum.

Additional Learning Requirements

Ambassador International Academy is an inclusive school and aims to support both gifted students and those with special educational needs. We offer additional learning support where we can help the child to progress. Parents should inform the school at the time of

application regarding any additional learning support requirements for their child. We may require copies of external documents such as professional assessments and individual learning plans.

Behaviour

Good student behaviour is fundamental in enabling the best learning experience possible. We expect that all students attending the school should have a positive attitude to learning and respect for the school community. We aim to provide a safe, secure and supportive environment where students can learn to the best of their ability and teachers can deliver quality teaching. Offers of a place and re-registration are subject to this.

Class Capacity

Class sizes will not exceed 24 students in Pre KG and KG1 and 28 in Primary.

KHDA Registration

All students attending school in Dubai are required to be registered on the KHDA system within one month from their enrolment date, otherwise they are not permitted to attend the school.

August 2019

Review August 2020