



FOUNDED 1900

THE ENGLISH SCHOOL
A SECOND CENTURY OF EXCELLENCE

The English School Admissions Policy

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| Person responsible for Policy | Ursula Pantelides (Assistant Head) |
| Ratified by | The English School Board of Management |
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Introduction

Founded by a British cleric, Canon Frank Darvall Newham, during colonial rule of Cyprus, in 1900, The English School has a distinguished legacy of 119 years as the top independent secondary school in Cyprus. It is proud to have nurtured a large number of exceptional graduates who have become professional and community leaders in a wide range of fields, at a local and international level. Its students' outstanding academic performance in external exams and university placements, combined with its exceptional co-curricular programme, would place it in the thirty top ranked UK independent schools. The English School broadly follows the British national curriculum with students sitting I/GCSE's at the end of Year 5 and GCE A levels at the end of Year 7. It is co-educational and welcomes students from all communities, regardless of gender, sexual orientation, ethnicity or faith, from Cyprus and overseas.

School Mission

The English School exists to promote academic excellence through high-quality processes of teaching and learning. The school seeks to maximise individual potential by providing rich and engaging educational experiences and challenges, supported by talented and trained staff, in a safe and caring environment and using modern pedagogical techniques and new technologies.

The English School student is an articulate, autonomous, life-long learner who is developing the cognitive skills to think critically and creatively, to evaluate information and to collaborate with staff and other students in order to assess his/her own attainment and progress.

The school is committed to the principle of equal opportunities for all and seeks to uphold the rights of every individual within the school community. It celebrates diversity and its ethos is one of trust, mutual respect and understanding of each other's culture, ethnicity, religion, gender and individual needs.

The English School's main goal is to prepare students to access the highest quality tertiary education and to become global and democratic citizens, empowered to adopt key leadership roles in their adult lives.

The school motto is 'Non sibi sed scholae' which means that students should be proud to be a member of the school and put the school community and other people before their own needs.

Admissions Criteria

The English School accepts applications from students who wish to enter Year 1, 2, 3, 4 and 6.

Please note that the English School year nomenclature correspond to the UK national curriculum as follows: Year 1 (Year 7), Year 2 (Year 8), Year 3 (Year 9), Year 4 (Year 10), Year 5 (Year 11), Year 6 (Year 12), Year 7 (Year 13.) Thus our students would normally follow a thirteen year primary and secondary school programme, graduating and sitting GCE A levels at the end of Year 7 (Year 13)

Admission criteria for entry into Year 1

Most of our Year 1 applicants will be in their last year of primary school, (Year 6 primary) and approximately 11 years old. There is one point of entry into Year 1, through the Entrance Examinations sat during the spring term of the preceding academic year. The date is decided by the Cyprus Ministry of Education but in recent years the examinations have taken place in mid to late March. Students are required to sit an examination in three subjects: English/Greek/Turkish (depending on their language background); Mathematics (sat in English/Greek/Turkish); and Non-Verbal Reasoning (NVR) which is does not require specific language skills.

The English School has by tradition, designated one class of English speakers, one class of Turkish speakers and four classes of Greek speakers, for Year 1 entry. However all Year 1 classes are now fully integrated thus creating an inclusive identity from the beginning.

Entry into the school is competitive and based on the prospective student's performance in the three components of the entrance examination. All students are ranked on the basis of their total performance in the three components and places are offered on a strict numerically ranking basis. Priority is not given to children due to other factors such as sibling enrolment, geographical area, or feeder school.

Key admissions dates:

These date change year on year, but for 2019-2020 they are as follows:

Open Day: 16th October

Parent Information Evening: 22nd January 2020

Applications open: TBA (probably Feb 2020)

Entrance examinations: TBA (probably March 2020)

Places offered to applicants, pass and waiting list, (three days after entrance examinations)

Orientation Evenings (week after entrance examinations)

Registrations to be complete (date to be fixed by the Ministry for Education)

Children with Special Educational Needs

Parents are asked to inform the school if their child has any special educational needs, at the time of application. This is necessary so the school can give the appropriate access arrangements when the child sits the entrance examinations. Places are offered on the applicant's ranked performance.

Admission Criteria for entry into Years 2, 3 and 4 (Mid-Programme Entries)

As the school is usually fully-subscribed, there are only a very limited number of places available for these year groups. Applications are opened in May each year and the examinations run on the first Saturday in June. This is the only point of entry for students into these year groups

Students are required to sit an examination in English, Mathematics and NVR. They are also required to submit their school reports for the previous two years and attend a short interview with the Headteacher and Assistant Head i/c of Admissions. The applicants are ranked numerically based on their exam performance in the three subjects and places offered accordingly. The school is highly sensitive to its responsibility to the school community in terms of safe-guarding. Thus, on rare occasion, the school may be unable to offer a student a place based on his/her past school record and ethic.

Key Admission dates for Years 2-4

Applications accepted: May (TBA)

Entrance examinations take place: 1st Saturday in June

Places are offered: second week in June

Admission Criteria for entry into Year 6

Applications open in May each year. This is the only point of entry for Sixth form entry. Year 6 applicants meet with the relevant Heads of Department, (based on their GCE options) on the last Friday of May. They will be interviewed and /or tested to establish their background in the subject and suitability for corresponding GCE study. The applicants are also interviewed by the Headteacher and Assistant Head i/c Admissions. Based on students' previous school performance, individual reports and assessment from The English School Heads of department, applicants are given a conditional offer into Year 6. Applicants receive an offer based on required I/GCSE performance and possibly other conditions such as covering preparatory syllabus content during the summer vacation.

Key admissions dates for Year 6

Applications accepted: May (TBA)

Tests/interviews take place: last Friday in May

Conditional Places are offered: first week in June

Places are confirmed: late August after I/GCSE results are published

Measures in place to ensure fairness and transparency in the examination process

- The Heads of English, Greek and Turkish work together to ensure a common approach through their papers
- All students' exam papers are bar-coded and thus the markers are unaware of each candidate's identity
- All papers are marked on site under the supervision of the relevant SMT members
- All papers are marked by at least two teachers
- All papers of applicants in the grey/ borderline zone are triple/quadruple marked
- Teachers who assist in preparing applicants for the entrance examinations are not permitted to have any role in setting, marking or otherwise accessing the papers
- Past exam papers are made available on the school website, after the entry period, for future applicant practice

Tuition Fees

These are published on the school website. Bursaries are available for children whose parental income is below a certain threshold. Further information about fees and bursaries can be obtained from the school accounts office.

Staff Children

The children of current members of staff are entitled to reduced school fees, at the school, in line with their parents' contract. All applicants must sit the appropriate entrance examinations. If a child's performance indicates that The English School will not give him/her the appropriate learning environment, due to significant learning difficulties, and as a consequence he/she is likely to be unhappy in the school, and unable to achieve their potential, the Headteacher may advise the parent to seek an alternative educational pathway.

Withdrawals

We trust that children will be very happy at The English School but if it is necessary to withdraw a child, for example due to family relocation, the procedure is as follows:

Parents should email the Headteacher outlining the reasons for withdrawing the child and timeline: head@englishschool.ac.cy, copied to ursula.pantelides@englishschool.ac.cy

The Admissions Office will subsequently arrange an exit interview with parents.