



Northside Primary School Application for Admission

Official Use Only:	
Date application Received:	_____
Receipt Number:	_____

DETAILS OF CHILD

Surname: _____ First Names: _____

Name Child answers to (if other than above): _____ Boy/Girl: _____

Date of Birth: _____ Nationality: _____
(day) (month) (year)

Entry into Standard/Reception: _____ Possible Date of Entry: _____

Language(s) spoken at home: _____

Language spoken most fluently by your child: _____

Language of instruction at previous school (if applicable): _____

Previous school(s): _____

Siblings attending Northside (Name & Class): _____

DETAILS OF PARENTS/GUARDIANS

Father / Guardian: Family Name: _____ First Name: _____
Nationality: _____ Profession: _____
Employer: _____ Tel (w): _____ Fax: _____
Tel (h): _____ Cell: _____ E-mail: _____

Past Northside student (Alumni): Yes No Dates of attendance at NPS: _____

Mother / Guardian: Family Name: _____ First Name: _____
Nationality: _____ Profession: _____
Employer: _____ Tel (w): _____ Fax: _____
Tel (h): _____ Cell: _____ E-mail: _____

Past Northside student (Alumni): Yes No Dates of attendance at NPS: _____

Address for Correspondence: _____

For Official Use Only

The above application is only valid on the payment of P200 to Northside School and the receiving of an official receipt.
Note: 1. The above registration fee **does not** guarantee a place.
2. Registration Fees are not refundable.
3. A copy of child's birth certificate is required.
4. A copy of the child's most recent school report.

Northside Primary School Admissions Policy

Children enter the Reception year in the year that they turn 5, if they turn 5 before 31 August. Children turning 5 after 31 August, will be admitted the following year.

Registration

To register a child, an application form must be completed and a registration fee of P200.00 paid.

A copy of the birth certificate is required to confirm the date of birth.

If a Founder Member is applying, a blue Founder Member form must also be completed and signed by the Managing Director of that Company.

Applications for places in Standard 1 to 7 should be accompanied by the student's most recent school report or portfolio of work.

All applicants are assessed to determine appropriate placement, and the final decision regarding placement rests with the Northside Primary School administration.

Parents of a student receiving any special support, such as remedial support, speech/language therapy, occupational/physical therapy, or seeing an educational specialist outside of the regular classroom, must inform the school upon registration.

Assessments

Every student will be assessed prior to a place being offered.

Assessments for Standard 1 to 7 are only offered once a place becomes available in the relevant standard.

Admission may not be possible if severe learning / emotional problems are identified.

Readiness Assessment for Reception

The School Readiness Assessments, for children who are on the Reception Class waiting list, are held at the school in the July prior to the admission date.

Children are assessed on developmental, social and emotional maturity. Children who are considered not ready for formal school are invited to return for re-assessment the following year.

Waiting List

Year groups reaching the maximum size limits will continue to accept applications, which will be placed on a waiting list.

When a place becomes available, the next student on the waiting list for that year group will be called for an assessment.

Applications are entered on the waiting lists in the following order:

1. Founder Members/Debenture Holders
2. Staff
3. Siblings
4. Date of application

Waiting lists are ordered by the date of registration.

Preference is normally given to children who are not in a school.

Applications from Founder Member / Debenture Companies / the Government of the United States of America, staff and siblings have priority on waiting lists providing they meet entrance requirements.

Periodically letters are sent to parents of children on the waiting lists to confirm their wish to remain on the list.

Enrolment

Students may enrol at any time during the school year, which commences in January and runs through to December.

Once an application for admission has been approved, parents will be asked to arrange fee payments. This act completes the registration process and the student can begin classes as per arrangement with the school administration.

There are three classes in Reception, Standard 1, 2 & 3, labelled A, B and C for convenience. Class numbers are approximately 20 in each. There are two classes in each standard from Standard 4-7, with a maximum of 29 in each. A teacher aide is allocated to each class from Reception to Standard 2.

Admissions of Pupils with Disabilities

The school is only able to accept pupils with mild to moderate learning needs, i.e. those pupils who can work successfully in a regular classroom with the support that our Learning Support staff can offer.

In special circumstances the school may accept pupils with more severe learning needs. The parents must meet any additional costs relating to this acceptance, i.e. for a personal tutor.

It is important to note that the ongoing enrolment at Northside Primary School for students with special needs, will be based on the students' ability to function within the regular programme and the special needs support currently offered by the school at a particular standard.