



International School of Delft (ISD)
Admissions Policy – First Draft March 2014
To Be Reviewed September 2015

Students qualify for places if they are:

- a) Children from countries outside of the Netherlands who are part of the mobile international community

(Ministry of Education, Culture and Science regulations define this as those who are working in the Netherlands for a 'certain period of time')

- b) Children from Dutch families who have been internationally mobile

(Ministry of Education, Culture and Science regulations define this as those who have spent 'at least' two years in a school abroad; we would interpret this as being immediately prior to application to ISD for all applications apart from Pre-reception and Reception)

- c) Children who need to be educated in an international school to ensure continuity of education.

Background and intention

Where possible, the International School of Delft mission is to fulfil the education needs of the internationally mobile community, to provide continuity of education, and to provide places for children who could not easily obtain suitable education elsewhere. It is expected that ISD will be full in most year groups and admission policy is designed to ensure open and fair treatment for all applying families.

Application process and waiting lists

Students will be considered for admission to the School upon receipt by the Admissions Officer of a signed application form accompanied by payment of the non-refundable registration fee of €250. If there is no space in the class and children are placed on a waiting list then ISD will only ask for the registration fee to be paid when a space becomes available in the class. Parents should not assume that their child(ren) has/have been placed either on a class list or waiting list until an application form has been submitted and received by the Admissions Officer.

For those children who qualify for admission to the school under this admissions policy it is possible to join the ISD waiting lists. The waiting lists are in prioritised admission categories. Within each admission category children will be placed in order of the date of receipt of the completed application form and registration fee. ISD also prioritises siblings, meaning that if one child is admitted in another year group their siblings will automatically move to the top of the waiting list for their year group.

Year Groups (2015-2016)

ISD works on 30th September as the key entry age cut-off date for each year and is arranged by age into the following year groups. We are able to admit children when they turn four as per Dutch regulations however when it is outside of these age ranges below the child will be admitted to Group 0. A Group 0 child will be placed in a mixed age class along with Group 1

children however at the end of the academic year they will not move onto Group 2 but will rather remain in Group 1.

Year Group	Ages	Date of Birth
Group 1	4 – 5	01/10/10 – 30/09/11
Group 2	5 – 6	01/10/09 - 30/09/10
Group 3	6 – 7	01/10/08 - 30/09/09
Group 4	7 – 8	01/10/07 - 30/09/08
Group 5	8 – 9	01/10/06 - 30/09/07
Group 6	9 – 10	01/10/05- 30/09/06
Group 7	10 – 11	01/10/04 - 30/09/05
Group 8	11 – 12	01/10/03 - 30/09/04

Applications for all other year groups

No applications will be considered more than two years prior to the expected entry date. At this point it is possible to apply to be placed on the waiting lists for the following prioritised admission categories;

1. Siblings of children already at the school and children of new teaching staff
2. Children coming directly from outside the country
3. Children transferring from another international school in the Netherlands
4. Other qualifying children (children who meet the Admissions Policy but do not fall into sections 1-4)

In each admission category applications will be placed in order of the date of receipt of the completed application form and registration fee. Children will be admitted to the school when places are allocated and there are no children on the list ahead of them in any higher priority admission categories.

Special Education Needs

ISD makes every effort to cater for all children, however, there are certain needs that some children may have that the school is unable to cater for. ISD has always to ensure that by

admitting a child they will not take away from their ability to cater for the other children already enrolled in the school.

Parents have a responsibility to disclose all information regarding their children when completing an enrolment form. Should parents not identify any special needs at this stage of the process the school may then undertake internal assessment procedures once the child has begun in school to assess their ability to adequately cater for the student. If the outcome of this assessment finds that the school is unable to cater for the child then the school may direct the family to a more suitable school to meet the needs of their child.