

Admissions Policy

Southbank International School seeks to attract students of diverse nationalities whose parents are in agreement with the school's mission and values. Students must be able to engage meaningfully with the programmes offered at the various levels of the school. They must have the interpersonal skills for collaborative learning as well as the self-discipline and motivation necessary for independent study, inquiry and research, which are key features of the International Baccalaureate programmes offered at Southbank. The school seeks students who will make a positive contribution to the school community. Applications are accepted throughout the year, subject to space availability, and are considered in order of completion.

To be admitted, an applicant's records must provide evidence of their above-average academic ability, and age-appropriate motivation and skills, and demonstrate attributes consistent with the IB Learner Profile. Grade placement at Southbank is determined by an applicant's date of birth. With applicants coming from educational systems all over the world, there are no suitable standardised admissions examinations; therefore, a record of success in the previous school setting is required.

Admissions decisions are based on a review of the following: a completed application form, student essays/student drawing, copies of reports from the previous school (two years of reports as appropriate), and reference(s) from the last school. In addition, all Grade 4–11 applicants who are non-native English speakers will need to demonstrate that they meet the minimum EAL (English as an Additional Language) entry requirements for the grade they are applying for (the Admissions Office will send an applicant a link to an online EAL test). Occasionally, as part of the decision-making process, the Admissions Committee may request additional information, specialist reports, and/or request a personal interview (in person or online) with an applicant. The school places an expectation on families applying for places that information provided is accurate.

Southbank is a day school and therefore all applicants must be living with a parent or responsible adult family member. Any exception to this situation must be agreed in advance with the Admissions Committee. If at any stage a student's living arrangements change, this must be discussed in advance with the Admissions Committee who reserve the right to require the family to withdraw the student from the school.

Southbank has a sibling priority policy, subject to meeting all other admissions criteria. Students with disabilities who meet the above criteria are welcome to apply. The school has Learning Support and Accessibility policies and procedures and reviews these regularly.

Verification of Pupil Identity and Parental Responsibility

The school is required to confirm the identity of each pupil and establish who holds parental responsibility in accordance with the *Education (Pupil Registration) (England) Regulations 2006* and the *Children Act 1989*.

The school requests official documentation such as a **passport**, or **birth certificate** to verify a child's legal name and date of birth.

Southbank International School: Admissions Policy

Where there is any uncertainty about who holds parental responsibility (e.g., separated parents, foster carers, guardians), the school may request additional evidence, such as a **birth certificate, court order, or local authority confirmation**.

Copies of identification seen are recorded in the pupil file, but documents are not routinely copied or retained in line with data protection principles.

IB Learner Profile

Underpinning all IB Programmes at Southbank is the IB Learner Profile whose ten attributes characterise successful learners as: Inquirers, Knowledgeable, Reflective, Communicators, Caring, Thinkers, Open-minded, Principled, Balanced, Risk-takers.