

# Delhi Private School Dubai



مدرسة دلهي الخاصة - دبي

**Division/ Department: Administration**

**Subject: Admission Policy**

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## 1. Vision:

We aspire to be a happy school where all students are facilitated to be the best versions of themselves.

## 2. Introduction:

- We are an inclusive school and welcome students from all backgrounds and abilities.
- While we wish to accommodate all parents seeking to get their children admitted to the school of their choice, this is not always possible as the number of applications for admission exceeds the seats available.
- For admission, we enforce the procedure set out below to determine whether a child is accepted or not. (Students from the neighbourhood and siblings are given preference)
- Please refer to Point 7 & 8 for Provision for Students of Determination.

## 3. Rationale:

The School's admission policy adheres to the stipulations of the UAE Federal Law No 29 of 2006 concerning the Rights of People of Determination.

The School's admission policy adheres to the stipulations of the Dubai Law No 2 of 2014 concerning the Protection of the Rights of Persons with Disabilities in the Emirate of Dubai.

The School's admission policy adheres to the stipulations of the ***UAE Executive Council Resolution No. (2) of 2017 Regulating Private Schools in the Emirate of Dubai*** (especially Article 4 clause 14; Article 13, clauses, 16, 17 and 19; Article 23 clause 4)

Article 4 Clause 14: to establish the conditions, rules, and standards that are required to facilitate the enrolment and integration of Students with disabilities in Private Schools.

Article 13 Clause 16: To treat its Students equitably and not discriminate against them on grounds of nationality, race, gender, religion, social class, or special educational needs of Students with disabilities.

Article 13 Clause 17: To admit Students with disabilities in accordance with the terms of its Educational Permit, the rules adopted by the regulator, and the relevant legislation in force.

Article 13 Clause 19: To provide all supplies required for conducting the Educational activity, including devices, equipment, furniture, and other supplies which the regulator deems necessary, such as the supplies required by Students with disabilities.

Article 23 Clause 4: To provide a special needs friendly environment and academic programmes appropriate for Students with disabilities in accordance with the rules and conditions determined by the regulator and the concerned Government Entities in this respect.

#### **4. The Standard Number:**

- The standard number is the number of students the school can accommodate in a class.
- For KG I and KG II the standard number is 25 students per class.
- From Grade I onwards the standard number is 30 students per class.

#### **5. Admission Procedure:**

a) The applicant should fill in the online registration form and submit the hard copy of the form along with the following documents at the time of registration:

- A photocopy of the birth certificate issued by the Municipal Corporation.
- A photocopy of the student's valid passport, with a valid residence visa stamp or fresh valid entry permit (if not available, sponsor's residence visa copy, Emirates ID copy can be submitted).
- Four recent passport size photographs.
- A photocopy of the Emirates ID.
- Transfer Certificate, duly attested by the Emirate Educational Zone. If, from outside the Emirates - the Transfer Certificate attested by the Ministry of Education in India, Foreign Affairs in India & UAE. Embassy or Ministry of Education in India, Indian Embassy in UAE & UAE Foreign Affairs.
- CAT 4 results for students seeking admission to Grades III to IX (if not available, the child will have to appear for CAT 4 examination during the academic year).
- Progress Report Card of the previous year for a child seeking admission in Grades I – XII.
- CBSE registration number for students seeking admission in Grade X and Grade XII.

#### **b) Qualifying procedure:**

- For admission to KG I, the age of the student should be 4 years as on 31 March of the academic year.
- Student and parent interactive session for admission to KG I and KG II.
- To ascertain if the student is ready for the class applied for, a qualifying examination is conducted for admission to Grades I to X in English, Science and Mathematics. For admission to Grades XI and XII, the qualifying examination is based on the Stream opted for. A lower

class is offered if there is a serious gap in fundamentals.

- However, for Students of Determination the qualifying process is different. (Please refer to Point 8 for details.)

#### **6. Re-admission:**

- All students of KG1 to Grades IX and XI will be required to pay a re-registration fee, which is a percentage of the KHDA approved fee in the month of January. This is adjusted in the first term tuition fee.
- Admission to Grade XI is at the discretion of the Principal and Director, depending upon the student's performance at the last annual examination and as per CBSE rules.

#### **7. Provision for Students of Determination:**

- Students of Determination have the same right as all other students.
- Admissions for Students of Determination is not conditional upon the submission of a medical diagnosis.
- Students of Determination are not refused admission based only on their experience of SEND.
- Parents will be expected to share all information regarding the child's needs and must provide external reports requested by the school, where appropriate.
- Observation and assessment will be conducted by the specialist team within the school. The school is committed to providing the resources needed to ensure equitable access.
- Students of Determination will receive 'sibling priority' for admission.

#### **8. The Admissions Criteria for Students of Determination:**

Places are considered on a 'case by case' basis, guided by the principle that we are able to meet a child's learning needs to the best of our capacity in light of what is best for the child.

- The school acknowledges that students who are not yet functioning at age-appropriate levels or have cognitive limitations should not be automatically excluded. The school carefully reviews applications from such students, aiming to cater to their individual learning needs while prioritizing what's best for the child.
- The school maintains the right to evaluate reasonable adaptations to ensure that all students can effectively utilize the available resources and knowledge. This approach allows 'All' students to make progress.
- The school develops a 'Case Study' as part of the admission process. This agreement involves collaboration between parents and the school to effectively tailor the curriculum and teaching methods to suit the diverse needs of each student. The goal is to optimize the learning experience and resources available to the school.

- Students are expected to be fully toilet trained before entering the school. This requirement sets a basic readiness criterion for students entering the school, ensuring that they can participate in the learning environment comfortably.