

# **Admission Policy**

**Happy Bridge Kindergarten (HBK)**

Last revised: June 5, 2023

## **Part 1 – Purpose**

HBK Admissions Policy is established in consistency with the mission of the school and responsive to the needs of the community, within the framework of educational effectiveness and available resources.

Prior to being considered for admission, students must submit a complete application including the application fee (all applicants).

## **Part 2 – Decision Criteria**

Admission decisions are based on careful examination of each student's ability to achieve success in an atmosphere of high expectations and within the context of an English language learning environment.

In making this assessment, HBK will evaluate each candidate's English language proficiency, math skills, demonstrated academic achievement, and developmental and social/behavioral history throughout K1-K3. This will include an interview. Parents should note that current class size/space availability, and English as an Instructional Language also affect admission recommendations. Admissions decisions may also take into account the short- and long-term balance of English language learners and other relevant demographic factors in the school in order to sustain and support the school's mission and programs.

## **Part 3 – Grade Level Placement Policies**

To ensure an educational program suitable for all HBK students, students are placed in grade levels after due consideration of grade level at previous school, age, emotional, developmental and physical maturity, and academic level.

Any or all of the following may be considered in determining proper placement: evaluation of previous school records, results of screening by a counselor, list of students with disabilities, and/or trial placement in an age-appropriate grade level.

There may be times when a student excels beyond the grade level standard in a particular subject. In this case, HBK will seek to ensure the program is differentiated accordingly so the student is appropriately challenged. The final placement decision is made by the Head of School.

Typically, students arriving in the early part of the school year (by December) from schools with a different school year calendar (i.e. January to November vs. August to June) will be placed in the grade level which they are currently attending. Above-described students arriving after December 1st will be placed in the grade they have just completed, providing they meet the admission requirement.

The academic progress of students in kindergarten who do not complete a full year in the HBK program will be reviewed by the end of the year to ensure proper grade level placement for the following year.

We believe that children learn best in environments suited to their ages and stages of development. We adhere to an August 31st cutoff for birthdays. For example, children must be 3 years old on or before August 31st to K1 Level. Please see the Grade Placement by Age Chart below.

Age Chart			
Pre-K	K1	K2	K3
1.5-3	3-4	4-5	5-6

#### Part 4 – Admission Status

The Admission Office will inform parents of one of the following admission decisions:

**Accepted** – If a student has qualified and if space allows, the student will be placed in the appropriate grade level.

**Waiting Pool** – If an applicant meets HBK admission requirements but is applying for enrollment in a grade level that is full, that applicant will be placed in the waiting pool for his/her class. Students will remain in the waiting pool for the academic year for which they have applied. If a space is not found for the applicant within that academic year, parents may contact the admissions office to roll over the application to the next academic year as early as December 1st. Applications will not automatically roll over to the following academic year.

**Not Accepted** – The applicant does not meet HBK eligibility and requirements for admission at this time. The decision is based on one or more of the before-mentioned criteria.

## **Bibliography**

[https://www.indusschool.com/international-school-hyderabad/sites/international-schoolhyderabad/files/2020-02/Admission%20Policy%20IISH%202019-20\\_0.pdf](https://www.indusschool.com/international-school-hyderabad/sites/international-schoolhyderabad/files/2020-02/Admission%20Policy%20IISH%202019-20_0.pdf)

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