

**Silver Oaks International Schools**  
**Hyderabad, Bangalore, Visakhapatnam**  
**Admission Policy 2021-2022**



**Review of Admission Policy - Year -February 2023**  
**Timeline - 2 weeks**

**Review Committee: (Lingua Franca)**

Director Education – Seetha Murty  
Head PYP Mighty Oak Campus- Sangeeta Pratti  
Head of School- Rachna Sharma  
PYPC and Team at Silver Oaks, Oakdale campus

Silver Oaks nurtures the inner core of each child with a set of values and cultures to raise value driven lifelong learners with *Character before Competence*. We offer IB primary year program (IB PYP) till grade 6 and CBSE from grade 7 onwards. It is our endeavor to admit all students who show the readiness required for the grade level applying, based on availability of seats for the chosen academic year.

**School's vision**

At Silver Oaks, we begin teaching with an end in mind. We aspire to groom lifelong learners who will,

***Live for a purpose,***

***Learn to apply,***

***Lead with determination and***

***Leave a timeless legacy.***

**School's Mission Statement**

To integrate into teaching and learning, the goals for conservation and social justice; To develop civic virtues and emotional skills that can empower our acorns to be icons of personal and social change who will play leading roles in the transition to a sustainable future.

**Rationale behind the Admission Policy**

The culture of Silver Oaks International School is developed to optimize its impact on Mission and Vision. The idea is to create multitude platforms for everyone to maximize their potential. Based on the premise that character and competence need to be developed in congruence, the school identified ideas and designed new practices to build the character and competence of learners.

The IB has a consistent philosophy about teaching and learning that focuses on the development of the whole child, and an overarching concept of how to develop international mindedness. The programme emphasizes intellectual, emotional, social and physical growth, involving the traditions of learning in languages, sciences, social studies, mathematics, PSPE and the arts.

## **Admission Committee**

The Admission Committee is composed of the School Management, Head of School, Admission officer and the Pedagogical Leadership Team. The final decision on all applications rests with the Head of School.

## **Admission Process for PYP**

The Admission procedure is transparent and fully explained to the parents of prospective students. The process is composed of 3 steps

- Filling up the Enquiry form,
- Student induction test, school tour with briefing about the school and curriculum by admissions counsellor,
- Personal interaction of the student and the parents with the Principal, Vice Principal/ Coordinators.

At the time of admission to Silver Oaks, parents must submit a completed admission form and submit all documentation as required.

Applications for admission start for an academic year from October for pre-primary onwards with an online enquiry and campus tour with prior appointment with the admissions counsellor. Families seeking admission for their children are advised to visit the school website <https://www.silveroaks.co.in/home/oakdale/> to get themselves familiar with school.

## **Admission Criteria**

We welcome students from diverse communities and cultures for admission into our school for the available seats for the programme during the academic year.

## **Age Criteria**

In the interest of the child, school is particular about age readiness for a class level. It is advised that **age criteria** and **transport convenience** are checked before parents proceed with the admission process.

<b>Grade</b>	<b>Age as of June 1st</b>
Pre primary I	3 1/2 years +
Pre primary II	4 1/2 years +
Grade 1	5 1/2 years +
Grade 2	6 1/2 years +
Grade 3	7 1/2 years +
Grade 4	8 1/2 years +
Grade 5	9 1/2 years +
Grade 6	10 1/2 years +
Grade 7	11 1/2 years +
Grade 8	12 1/2 years +

### **Documents required**

- Copy of birth certificate
- Copy of Aadhar card of child (if available) and parents
- 2 latest passport photos of child and parents
- In case of admissions to grade 1 and above, a photocopy of the academic record of the previous grade is also required
- Transfer Certificate from previous school

### **Undertaking**

Parents need to give an undertaking that no changes or exemptions will be asked for after admission.

### **Transport**

School has a fleet of buses plying in particular routes and bus stages. Routes and stages will not be changed for individual convenience. Parents have to give an undertaking of the same as routes cannot be changed after admission. It is only acceptable if residence is changed after admission and school transport plies in that route, application for route change can be sought for.

### **Induction Test**

**Pre primary I & II:** No formal tests are held for admission into pre primary, only interaction with the admissions counsellor and head of school.

**Grades 1 & above:** A written induction test is taken to assess the child's strength, subject

aptitude and skills to evaluate readiness of that grade level. Dates and timings are intimated in advance.

### **School Tour**

After the School Tour and brief presentation on the school, interested parents may seek more information from the school. If interested they may procure the application and complete the submission with required documents on the same day or within the given date.

### **Personal Interactions**

A personal interaction with the Head of school with all parents and children is scheduled post the Induction test and school tour.

### **Purpose**

Purpose of an induction test is to maintain a record of a child's entry level ability in order to ensure support for children.

Personal interaction is to ascertain alignment between parents' aspirations and school's philosophy.

### **Confirmation of Admission**

While the school exists to educate children, it is also limited in its space and capacity. Therefore limited applications are issued based on the number of seats available. On finalization of the admission, parents are given a week's time to complete the fee formalities after which the student is enrolled into the school.

### **Link between Admission policy, Language Policy, Differentiated Instruction Policy and Assessment Policy.**

Records of the Induction test and interactions are maintained by the Admissions department and respective teachers to ensure support for children once school starts. **Differentiated Instruction Policy, Language Policy and Assessment Policy** of the school ensure continued support for students after admission.

*Silver Oaks thrives in the laughter and learning of children. Given the space available, we can take only some children. We strive to build fair and just processes to enable the same.*