

# ADMISSION POLICY

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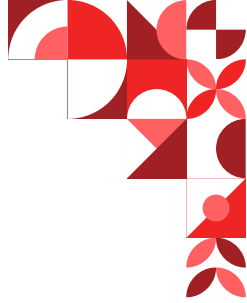
**Review of Admission Policy – 2023 - 25**  
**Timeline – 12 weeks**

**Review Committee:**

**Director education - Seetha Murty**

**Head PYP - Sangeeta Pratti**





## **Rationale behind the Admission Policy**

Silver Oaks is driven by its mission to build a sustainable world by grooming young people who will be icons of civic and social justice with their character and competence.

Since inception in 2002, Silver oaks has been consistently designing and developing practices which develop character and competence. The culture, philosophy and approach is most sacrosanct to Silver Oaks and admissions into the school requires deep understanding of the school's vision, mission and philosophy.

Silver Oaks partnered with both national (CBSE) and international systems (IBO) of education to give the best advantage to students.

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

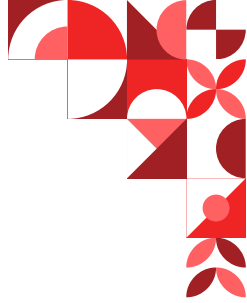
Therefore school ensures that parents are oriented into the learning culture at Silver Oaks which is based on inquiry approach, conceptual understanding, transdisciplinarity, learning skills which include critical thinking, group learning and self-management skills all of which will develop a learner profile. Experiential learning is the key to involve head, heart and hands in the learning journey of all students.

***School-parent partnership is very critical to this kind of learning culture. Parents are expected to be aware and participative in the inquiries thereby contributing to the holistic development of their children.***

## **Admission Committee and decision-making process**

The Admission Committee is composed of the School Management, Head of School, Admission Manager, Heads of Wings and the Pedagogical Leadership Team. The final decision on all applications rests with the Head of School. From the time an interaction session is completed, the Admissions Committee aims to return a decision within one week, pending any further follow-up that may be required.





## **Admission Process**

Applications for admission are open into PPI and Grade 1 for an academic year which **starts** with an online registration for school tour. Families seeking admission for their children are advised to visit the school website <http://www.silveroaks.co.in> and register for the school tour.

It is advised that age suitability and transport convenience are checked before parents register for the tour.

In the interest of the child, School is particular about age readiness for a class level.

**Age : As on 1st June of the joining year the child should be**

**3.8 or above years into PPI**

**4.8 or above years into PPPII**

**5.8 or above years into Grade I**

**6.8 or above years into Grade II**

**7.8 or above Years into Grade III**

**8.8 or above years into Grade IV**

**9.8 or above Years into Grade V**

**10.8 or above Years into Grade VI**

**11.8 or above years into Grade VII**

**12.8 or above years into Grade VIII**

**13.8 or above years into Grade IX**

**14.8 or above years into Grade X**

**15.8 or above years into Grade XI**

## **School Tour**

After the School Tour and a brief presentation on the school, interested parents may seek more information from school ambassadors.

If interested they may procure the application and complete the submission with required documents on the same day or within the given date.

## **Documents required**

Copy of birth certificate, Transfer Certificate from previous school, copy of Aadhar card of child and parents, 2 passport photos of child and parents.

Only when all the above processes are completed, application forms are accepted.







## **Induction Programme & Personal Interactions**

For Pre primary I : Child and parents meet the Senior leadership team of the school.

For all the other classes: an induction programme for understanding the entry level abilities of the child is taken.

Dates and timings are intimated.

### **Purpose**

Purpose of induction is to maintain a record of a child's entry level ability in order to help the learner, if and when admission is confirmed.

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.

A lottery system is used to select students for the final admissions into the school.

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.

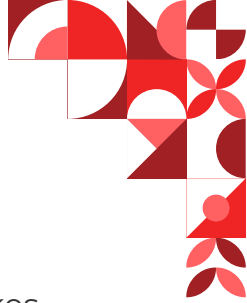
Records of the Induction programme are maintained by the Admissions department and respective teachers to ensure support for children.

Inclusion Policy, Language Policy and Assessment Policy of the school ensure continued support for students after admission.

### **Inclusion Policy**

Children with special needs are carefully considered before confirmation of admission as the school reflects on its own capacities to accommodate and support the unique needs of a child. The school employs social-emotional counselors, special educators who can address varying learning needs and also trains all teachers into identifying and supporting various behavioral and learning gaps. The school has external consultants in special learning needs.





However, there could be unique challenges which may be beyond the capabilities of the staff. In such situations school conveys regrets and makes recommendations for other institutions where the unique needs may be better addressed..

### **Language Policy**

All teaching and learning is in English. To promote language learning, school offers the regional language telugu and Hindi which is widely used across India. Spanish is taught for familiarity into a foreign language. All home languages of children are encouraged and shared on special days.

### **Assessment policy**

The school believes in supporting all learners with their unique needs. However, rigor of learning is equally emphasised to enable all learners to achieve and succeed.



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

