

L'Ile aux Enfants (The "School")

Admission Policy

Introduction

L'Ile aux Enfants is an independent school which teaches the curriculum set by the French Ministry of Education ("*Ministère de l'Education Nationale*"). The aim of the School is to ensure that children of French families resident in the UK can continue their French education in the UK and to teach the French curriculum to other children.

Except for children who apply to attend the "*classes maternelles*" or the "*cours préparatoire*", children who do not transfer from a French public or private school or a French school belonging to the AEFÉ or CNED network must take an aptitude test.

The School does not tolerate any form of discrimination.

1. Application forms

The School will reply to all parents/guardians who request a registration form either by directing them to the School's website, or by sending a form by post or by email.

A child must be 3 years old in the year of entry into the petite section de maternelle and 6 years old in the year of entry in cours préparatoire, and so on for other classes. No exception concerning the age of admission will be accepted.

2. Processing of applications

The School publishes a new application form on 1st October each year.

The School will only process application forms received on or after the date specified on the form.

The School will only accept application forms currently published by the School. An application is only valid for the school year for which it is made. A new application must be made each year.

All application forms are processed, regardless of the child's background or of his/her academic record to date. A confirmation of receipt of an application form will be sent out by post or email. Waiting lists are established by class based on the School's criteria for admissions.

Application forms must be properly completed. Incomplete forms will not be considered.

A payment of £25 is required for the registration of an application.

Parents are requested to complete the application forms with true statements about their

child. Any misleading application will be treated as an incomplete application.

3. Available places.

The number of places available in each school year is limited. The quality of teaching which the School seeks to deliver and the actual size or the configuration of classrooms determines the number of children the School can welcome in each class. The numbers are as follows:

- *Petite section de maternelle* (3 to 4 years old): 25 pupils maximum,
- *Moyenne section de maternelle* (4 to 5 years old): 26 pupils maximum,
- *Grande section de maternelle* (5 to 6 years old): 26 pupils maximum,
- *Cours préparatoire* (6 to 7 years old): 25 pupils maximum,
- *Cours élémentaire 1* (7 to 8 years old): 28 pupils maximum,
- *Cours élémentaire 2* (8 to 9 years old): 28 pupils maximum,
- *Cours moyen 1* (9 to 10 years old): 28 pupils maximum,
- *Cours moyen 2* (10 to 11 years old): 28 pupils maximum.

The maximum capacity of the School is, by law, 195 pupils, for the School as a whole.

4. Criteria for admitting applicants

Applications are listed, by date of their reception at the School, and under the following categories of priority:

Priority 1: child who has a sibling at the School (including in CM2 during the year before the applicant is due to start)

Priorité 2: Child from an “*école homologuée*” established in the United Kingdom at the end of his schooling in the said school.

Priority 3: child who is Francophone.

Priority 4: the address of the family (in particular if the family lives closer to another French school)

Priority 5: child who is not Francophone.

The School will consider a child as being “Francophone” when he or she speaks French fluently.

If a place becomes available during the course of the year, it will be allocated according to the above criteria.

5. Aptitude test

An aptitude test, taken in French, is not required for the following children:

- Children who apply to attend the classes of *maternelles* or *cours préparatoire*. However, the School requires that all children should have a good knowledge of oral French.
- Children transferring from a school recognised by the French Ministry of Education (public or private under contract with the French government) or from a school belonging to the AEFÉ or CNED network.

The dates at which the tests are held can be obtained from the secretary's office.

6. "Exit certificates"

As a condition to their admission, children transferring from a French school (public, private under contract with the French government or belonging to the AEFÉ network) must supply an Exit Certificate ("*certificat de radiation*") issued by the transferring school as well as their school reports.

7. Offer of places

Offers of places for entry into *petite section de maternelle* classes in September will be made from the month of January of that year. For entry into all other classes, offers will be made from the month of May of the year for which a place is sought.

8. Special needs

An appointment with the Head teacher is required in the case of a child with special needs (or long term illness).

This document has been written to clarify the curriculum policy of the School and to inform parents or guardians of the School Policy. Although correct at the time of publication, this document does not form a contract between you and the School. The School reserves the right to make changes which it considers to be necessary for legal, administrative or educational reasons.