

**Nexus International School (Singapore)**

# GENERAL INFORMATION for **ACADEMIC YEAR 2015 / 2016**

Embracing Diversity.  
Challenging Minds.



## ADMISSION CRITERIA

We welcome new applications throughout the academic year. However, most learners commence their studies at the beginning of the academic year in August. Admission at times other than the start of the year will be at the absolute discretion of the School based on the assessment of the learner's ability to reasonably cope with the rigour of the academic and co-curricular programmes and activities and their possible contribution to the purpose of the School.

Students of all nationalities, beliefs, and races are welcome to join Nexus International School (Singapore) provided they meet the academic and behavioural criteria outlined below, including proficiency in English (spoken and written) commensurate with the academic programme.

All admission decisions are final.

## ADMISSION OF FOREIGN STUDENTS AND THOSE OF SINGAPORE NATIONALITY

Approval of foreign students not holding a Dependant's Pass or Singapore Permanent Residence must be obtained from the Immigration & Checkpoint Authority (ICA). Students are not allowed to attend classes prior to the approval from ICA and the issuance of the Student Pass.

Approval for Singaporean students is required from the Ministry of Education (MOE). Students are not allowed to receive an offer letter or attend classes prior to the approval by the MOE.

## ADMISSION PROCESSING

The time required to process admission applications varies from a few days to many weeks depending on the documentation required/provided and the necessary assessments and approvals from external agencies (i.e. MOE/ICA).

Those applying to Nursery, Kindergarten or Year 1 may be required to meet with the Head of Primary to assess the suitability of the School for the child and the degree of preparedness of the child. The application form is an integral part of this process and must be completed prior to the interview. Where appropriate, a review of the child's performance in his/her previous school will be undertaken.

Those applying for Year 2 to Year 13 will be required to sit for an assessment test to determine academic readiness for the programme/level applied. Learners and/or parents may be required to meet with the Head of School/Principal after they have reviewed the assessment test and all pertinent documents prior to a decision being made regarding acceptance.

Nexus accepts applications throughout the academic year for the current and future school years. Acceptance for the current academic year will depend on the space available at each year level. Applications for subsequent academic years will be re-confirmed each May as spaces available for the new academic year are confirmed.

## WAITING LIST

Enrolments are considered only when the completed application form and payment of the application and registration fee are received. Upon approval by the Principal, the learner will either be allocated a place for the year requested or placed on the waiting list. Learners are allocated places in order of application. However, the School reserves the right to allocate places at its discretion in special circumstances. Enrolment is considered as vacancies become available. Letters of offer for placements will be issued one term prior to the learner's commencement date.

## FEE PAYMENT

All fees must be paid prior to a student starting classes. Upon acceptance, you are required to pay the Registration Fee. You are then required to remit the Development Levy and first instalment of Annual Course Fees. Please refer to your Student Contract Schedule to ensure you are remitting the correct amount. For students starting in August, the fees are due by 1 August. If the fees are to be paid by an employer, an authorised representative must complete and return the Company Payment Form to the Student Services Department before the due date.

## PERSONALISED ORIENTATION

A number of international schools run orientation sessions for new learners. These are usually times to complete paperwork, collect uniforms, and so forth. We feel that rather than making children feel settled, these sessions often have the opposite effect, with many children feeling disorientated and frustrated. That is why we complete all administrative tasks and orientation on a one to one basis in the weeks prior to the first day of term, at a time that is convenient for you. You will receive important course information, notice of your rights and various school policies, and details of the organisation awarding certificates or qualifications (if applicable).

Please note that course fees **must** be paid and a valid Visa (Dependant Pass, Student Pass, Immigration Exemption, Permanent Resident) **must** be submitted before students can be activated in our Student Management System.

Parents and learners are invited to visit Student Services to complete the locker rental forms (Year 7 to 13), obtain vehicle permits, and to visit our cashier's office to make fee payments.

A welcome email will be sent to parents of all new learners prior to the start of classes to inform them of their child's classroom and homeroom teachers. At the start of a new academic year, signboards will also be posted in the school lobby area.

## ACADEMIC YEAR

The Academic Calendar is divided into two semesters of two terms each. The term dates for the 2014 - 2015 academic year are as follows:

Term 1	12 August 2015	to	9 October 2015
Term 2	26 October 2015	to	18 December 2015
Term 3	11 January 2016	to	20 March 2016
Term 4	4 April 2016	to	10 June 2016

## SCHOOL DAY

	School Hours	Morning Break	Lunch Break
Nursery (half day)	8.25am - 1.30pm	10.40am - 11.05am	12.25pm - 1.20pm
Nursery (full day) & Kindergarten	8.25am - 3.15pm	10.40am - 11.05am	12.25pm - 1.20pm
Primary School	8.25am - 3.20pm	10.40am - 11.05am	12.25pm - 1.20pm
Secondary School	8.25am - 3.20pm	10.00am - 10.25am	1.05pm - 2.00pm

After school Co-Curricular Activities (CCAs) will be from 3.20pm to 4.20pm.

## CAFETERIA

Learners can bring their lunch to school or purchase meals at the cafeteria which provides a variety of healthy snacks and lunch options. The cafeteria is open from 7.30am to 4.30pm daily and accepts cash or EZ link card for payment.

A pre-paid lunch plan is available for Primary School children whereby parents pay for a set lunch on a term to term basis. Please speak with one of the cashiers in the cafeteria to purchase the set meal lunch option or email [gncnexus@ifood.com.sg](mailto:gncnexus@ifood.com.sg)

## TRANSPORTATION

The school has contracted BT&Tan Pte Ltd, one of Singapore's premier school transportation providers, to provide bus transport for learners. Parents are encouraged to contact the bus office directly to arrange for transportation to and from school. You may contact the bus office at [6483 7260](tel:64837260) / [6506 0149](tel:65060149) or email [nis@btntan.com](mailto:nis@btntan.com)

## SCHOOL UNIFORM

Learners are required to wear the prescribed uniform consisting of:

### Primary School

#### Uniform

- White polo shirt (blue panels) and khaki shorts for boys
- White polo shirt (blue panels) and khaki coulottes for girls

#### PE

- Blue crew neck T-shirt with black/blue shorts
- White running shoes and white socks
- Swim wear (black/dark blue)
- House shirt (red/blue/yellow/green)

#### Accessories

- Sun hat (for outdoor play)

### Secondary School

#### Uniform

- White polo shirt and khaki trousers/bermudas for boys
- White polo shirt and khaki culottes/trousers for girls

#### PE

- Blue crew neck T-shirt with black/blue shorts
- White running shoes and white socks
- Swim wear (black/dark blue)
- House shirt (red/blue/yellow/green)



Uniforms are available from Bibi & Baba, located at 545 Orchard Road #02-28 Far East Shopping Centre, Singapore 238882. They can be contacted at 6732 7022 and are open 7 days a week.

## SECURITY

The campus is a closed campus with only two entrances through which learners can enter/exit the premises. Security guards are posted at each open gate and at the main entrance to the school off Pandan Valley Road 24 hours a day. The premises are equipped with closed circuit cameras to ensure learner safety and security at all times.

When you visit the campus prior to your child's enrolment, you will be required to obtain a Visitor's Pass and submit identification in return. We apologise for any inconvenience this causes, but our concern is always for the safety and security of our learners and staff.

## VEHICLE PERMITS

In line with our security policies, all vehicles entering the campus will be stopped for a security check. Parents who come to the campus frequently are advised to obtain a Vehicle Permit from our Student Services department. These are to be displayed prominently on the front windshield of the vehicle and will expedite your clearance on to the campus. Permits are available at the time of registration and must be signed for.