

ADMISSIONS POLICY

PURPOSE

This policy is designed to give clarity and direction to those wishing to apply to the School as outlined in the Aims section below.

RATIONALE

We believe that every learner in the Nexus community has a right to enjoy an educational experience that meets their unique individual needs within a mainstream environment. The School has a responsibility to apply an admissions procedure that ensures that it admits new learners whose needs can be met by the provision that the School offers, and that existing learner needs are taken into account.

AIMS

- To provide clear and transparent guidelines to admitting learners.
- To ensure that admissions of new learners are handled fairly and consistently.
- To ensure that the admission of new learners does not compromise the educational needs of existing learners.
- To ensure that the School admits learners whose needs can be successfully met throughout their educational journey at Nexus.
- To support the seamless integration of new learners into the School, ensuring they feel valued, cared for, and supported.

GUIDELINES

Admission to Nexus International School (Singapore) is open to learners of all nationalities who demonstrate the capacity to benefit from the challenging international curriculum offered by the School.

We do not discriminate against individuals based on race, colour, religion, disability or ethnic background. In instances where learning support would be needed, the characteristics of each prospective learner are considered on a case by case basis to ensure that we are able to meet the learning needs of each child.

We may also take into account a learner's educational and linguistic background in order to fulfil the School's duty to provide education in the English medium for the International community.

AGE PLACEMENT GUIDE

The School places learners into defined year levels as specified by the following thresholds:

Age as of 31st August	Nexus Year Level	Curriculum	
3	Nursery	International Baccalaureate (IB) - Primary Years Programme (PYP)	
4	Kindergarten		
5	1		
6	2		
7	3		
8	4		
9	5		
10	6		
11	7		International Baccalaureate (IB) - Middle Years Programme (MYP)*
12	8		
13	9		
14	10	International General Certificate of Secondary Education (IGCSE)	
15	11		
16	12	International Baccalaureate (IB) - Diploma Programme (IBDP)	
17	13		

**Nexus International School (Singapore) is a candidate school to offer the MYP Curriculum*

We recognise that learners join Nexus from countries and educational systems around the world; the final decision on the year level a learner is to join will be decided by the School. The School will place learners to maximise their chance of success both academically, socially and emotionally.

A learner may in exceptional circumstances be placed in a different year level - for avoidance of doubt, the Head of School (HOS) of the respective schools (i.e. Primary and Secondary) shall have the final deciding authority on the Year Level placement.

Learners may be invited to participate in an observation session in order to assess their readiness to join a particular year level as well as their social and emotional needs. Learners from Year 9 and above are asked to complete a cognitive abilities test to help provide additional information to support placement and transition. Learners from Year 10 and above are interviewed prior to admission. The purpose of this is to ensure readiness for the course being studied and to find out more about the learner to support transition.

ENTRY REQUIREMENTS

English Language Entry Requirements

- The language of instruction at Nexus is English; as such, Nexus only admits learners who possess a verbal and written level of English language that is sufficient to access the mainstream curriculum at the year group of entry.
- Bi/multilingual learners are assessed and their resulting language needs are levelled. There will be additional fees incurred for those who require additional (Tier 2), intensive (Tier 3) or foundation (Tier 4) language support. Please note that there are limited places available for additional, intensive and foundation language support.
- If a learner is assessed as having an insufficient level of English and is therefore unsuccessful in gaining admission, they must wait a minimum of six months prior to re-assessment.

Individual Needs

- Nexus is an inclusive school that is committed to meeting the needs of all of its learners in a mainstream setting; as such, Nexus only admits learners whose needs can be adequately met.
- Prospective parents are required to provide all information in relation to previously identified academic, social and emotional needs including, but not limited to, official documentation and assessments from the previous school and any external agencies.
- The previous school is contacted directly in order to provide a learner reference, as well as an Individual Education Plan (IEP), (or equivalent) and any safeguarding records to be shared with the Designated Safeguarding Lead.
- Learners will be accepted providing the School can meet the learner's needs.

Entry into IB Diploma Years (12/13)

- Learners should have achieved a minimum of 5 GCSE (or equivalent) results at grade C or above.
- Learners should have a demonstrable work ethic, positive attitude and commitment to the Nexus Values.

Entry into Nursery & Kindergarten

- Learners must be out of nappies and toilet trained before being enrolled.

Guardianship

- Learners below Year 9 must reside with at least one parent in a permanent residential situation in Singapore.
- A learner entering Year 9 or above may reside with a Legal Guardian authorised by the Parent, should the Parent live outside of Singapore
- The Legal Guardian must be 25 years old or above and be a permanent resident of Singapore, or a biological relative of the learner with a valid pass to live in Singapore.

- The Legal Guardian must submit all the applicable documentation and acknowledge and adhere to all the School policies and guidelines for guardians per the School Guardian Handbook.
- The appointment of the Legal Guardian is subject to the approval of the School.

OTHER NOTES

Language learning

Nexus offers French, Spanish and Mandarin for language acquisition. In order to ensure learners have an authentic language acquisition experience the School will decide the appropriate pathway for each learner in accordance with the [Language policy](#).

Documentation required to support application:

From the parent	From the learner	From the previous School
Completed application form	Writing sample from English as an Additional Language(EAL) learners Years 3 - Years 6	Learner reference form, IEP (if applicable), safeguarding records (if applicable)
Previous School reports	Year 7- Year 10 do EAL assessment iTEP	(Should a School fail to provide this, admissions will seek to obtain a written declaration that there have been no safeguarding issues)
Specialist reports and details of any interventions, where applicable	Cognitive Assessment for learners Year 10 and above (CAT-4)	
Identification documents and visas for the parents and learners	Introducing yourself to Nexus Google Form (for anyone entering Secondary School)	
Ensure all vaccination records are updated		

Falsification of, or withholding information in the application concerning a learner may lead to the termination of the contract without refund of any fees.

The School reserves the right to terminate the contract if a learner or family is in breach of the Terms and Conditions of the School.

A sample [Student Contract](#) and the [Terms and Conditions](#) of the School are available on the School website.

Singapore Ministry of Education (MOE) Approval for Singapore Citizens

In accordance with Singapore law, learners who are Singapore Citizens (by either birth or registration) require approval from the Ministry of Education (MOE) before acceptance to Nexus can be considered.

Note: Learners aged 2 to 5 years (Nursery to Year 1) do not require MOE approval.

Student Pass Holders

The Student Pass application process will be initiated after a learner has been formally offered a placement at Nexus.

Learners will require a Student Pass (STP) if:

- Their parents are Singapore Permanent Residents (PR), but they are not.
- Neither parent has an Employment Pass.

Learners holding Long- Term Visit Pass (LTVP), Dependant's Pass (DP) and Immigration Exemption Order (IEO) are not required to obtain a STP.

STPs are non- transferable and will be cancelled when the learner ceases to be enrolled at Nexus.

Learners who hold a Student's Pass (STP) must:

- Meet the minimum attendance requirement of 90% as required by the Immigration and Checkpoints Authority (ICA).
- Ensure there are no more than 7 days of consecutive absence. Parent/Legal Guardian should advise the School when their child/ward is not able to attend. The School will contact Parent/Legal Guardian in the case of unexplained absences.
- Per [ICA Terms and Conditions of Student's Pass\(STP\)](#), failure to adhere to the above conditions will result in the cancellation of the learner's Student Pass with effect from the 8th day.
- The School is obligated to report such non adherence to ICA.

More information relating to Student's Pass can be obtained through the [ICA website](#).

Vaccination Requirements

Foreign-born Student's Pass applicants aged 12 years 0 day or below, are required to submit their vaccination information to Health Promotion Board (HPB) with effect from 1 February 2019. Further details can be obtained through the [HPB website](#).

Student Recruitment Agent

Nexus has appointed recruitment agents to assist parents in the application to the School. Agents will be reviewed and approved on an annual basis. If you have any questions pertaining to an agent listed please contact our Admissions Office at admissions@nexus.edu.sg