



Kingdom Saudi Arabia  
Ministry of Education  
General Administration of Global and Foreign Education  
Global and Foreign Education Office in the Eastern Province  
Al-Bassam International Schools



**Our Vision:** Distinguished Intercultural learning creates a leading personality taking pride into the past, living the present and looking forward to a better future to contribute to the sustainable development.

**Our Mission:** Using modern educational methodologies in a secure and motivating environment developing long life learning skills and promoting the national identity to contribute to the Global and Digital citizenship.

**Core Values:** We are honest - We inspire responsibility - We encourage initiative - We promote Confidence - We deal with respect - We value diversity - We support the positive change

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## *Al-Bassam School Admission Policy*

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Some passages of the admission policy are taken from: Teaching and learning: A curriculum framework for international education © IBO 2018

Admission POLICY: Al-Bassam International School

Process Owner: Programs Coordinators



[www.albassamschools.com](http://www.albassamschools.com)

Dammam

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# Admission Policy

## IB Mission

The International Baccalaureate® aims to develop inquiring, knowledgeable and caring young people who help to create a better and more peaceful world through intercultural understanding and respect. To this end the organization works with schools, governments and international organizations to develop challenging programmes of international education and rigorous assessment. These programmes encourage students across the world to become active, compassionate and lifelong learners who understand that other people, with their differences, can also be right.

## BIS Vision

Distinguished Intercultural Learning creates a leading personality taking pride into the past, living the present and looking forward to a better future to contribute to the sustainable development.

## BIS Mission

Using modern educational methodologies in a secure and motivating environment developing long life skills and promoting the national identity to contribute to global and digital citizenship.

## Core Values

We are honest, we inspire responsibility, we encourage initiatives, we promote confidence, we deal with respect, we value diversity, and we support positive change.

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## Our Admissions Philosophy

At BIS, we believe that we should be seeking to find ways to admit students to our school, rather than reasons to prohibit entry. We aim to ensure a diversity of gender, culture, and nationality at BIS. We recognize that although we strive to admit students, we must ensure the safety and security of all. We will consider the possibility of meeting a child's needs at the school, as we consider a student for admission. BIS is principally an academic school; we expect students to move from our school either to other international schools, or to further education. We therefore seek to promote ourselves in the community as a school welcoming hardworking, internationally minded, life-long learners. As we evaluate prospective students for admission, we will consider the possibility of meeting their specific needs within our educational environment. It's important to note that BIS primarily functions as an academic institution, and we anticipate that our students will eventually transition to pursue higher education opportunities. Consequently, we actively promote ourselves as a school that embraces dedicated, globally aware, and lifelong learners within our community. Should you require any further information or have any specific inquiries, please do not hesitate to reach out. We are here to assist you.

## Our Guiding Principles:

The IB states, "Inclusion is an ongoing process that aims to increase access and engagement in learning for all students by identifying and removing barriers. This can only be successfully achieved in a culture of collaboration, mutual respect, support and problem solving. Inclusion is the learner profile in action, an outcome of dynamic learning communities." Taking in consideration the Individual Educational Plan, BIS is providing the best opportunities for the students accordingly.

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## Admissions Commitment

BIS is committed to excellence in education and to the personal growth of every student. We offer small classes and passionate, highly qualified teachers. Our goal is to provide students with the best possible program of academic and personal development in a challenging and supportive environment. With a variety of nationalities represented in our student body, our students learn in a multicultural community where each person is respected regardless of nationality, race, or religion. We have two campuses; both locations are easily accessible by bus and car. As an IB World School, we offer main programmes of the International Baccalaureate: The Primary Years Programme (PYP) and the Middle Years Programme (MYP years 1-4) at our campus. The Middle Years Programme (MYP 5) and the Diploma Programme (DP) are in our near future plan.

## Admissions and the Learner Profile

**At BIS, we are guided by the International Baccalaureate (IB) Learner Profile, which encompasses ten attributes we aim to foster in our students. Keeping this in mind, our admissions policy reflects our commitment to admitting students who embody the values and characteristics of the IB Learner Profile.**

**Inquirers:** We seek students who display a natural curiosity and eagerness to acquire knowledge. During the admissions process, we value students who demonstrate a willingness to explore and investigate various subject areas.

**Knowledgeable:** Applicants who possess a strong foundation of knowledge across various disciplines are encouraged to apply. We appreciate students who exhibit intellectual curiosity and a desire to engage in meaningful learning experiences.

**Thinkers:** BIS welcomes students who are critical and creative thinkers. We look for individuals who can demonstrate their ability to apply critical thinking skills, analyze information, and generate innovative ideas.

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**Communicators:** Effective communication is vital in our diverse and interconnected world. We seek students who can express themselves clearly and confidently, both orally and in writing, during the admissions process.

**Principled:** We value students who exhibit strong ethical principles, honesty, and integrity. As part of the admission process, applicants are expected to act with integrity and adhere to the highest standards of ethical behavior as we support it within our inclusion policy.

**Open-minded:** Embracing different perspectives and cultures is essential to our school community. We encourage applicants who demonstrate open-mindedness, respect for diversity, and the willingness to engage in constructive dialogue.

**Caring:** BIS seeks applicants who demonstrate empathy, compassion, and a genuine concern for others. Students who have a track record of actively engaging in community service or display a strong sense of social responsibility are highly regarded.

**Risk-takers:** We value students who are willing to step outside their comfort zones, take intellectual risks, and embrace new challenges. Applicants are encouraged to showcase their willingness to explore new ideas and embrace new experiences.

**Balanced:** A well-rounded education encompasses both academic and personal development. We look for applicants who display a balanced lifestyle, juggling their academic pursuits with extracurricular activities and maintaining a healthy physical and emotional well-being.

**Reflective:** We value applicants who possess the ability to thoughtfully reflect on their experiences, learning from successes and challenges. Students who demonstrate the willingness to engage in self-assessment and personal growth are encouraged to apply.

**Conclusion:** At Al-Bassam International School, our admissions policy is rooted in the values and attributes of the IB Learner Profile. By aligning our admissions process with these principles, we strive to create a diverse and inclusive community of learners committed to academic excellence, personal growth, and making a positive impact on the world.

## Connections to other IB Policies

Admissions and Language at BIS, we recognize the importance of a solid foundation in a student's mother tongue for academic success. As part of the admissions process, we assess a student's language profile based on their previous academic performance. It is essential that applicants demonstrate age appropriate literacy and proficiency in a language. To facilitate effective communication and integration into our academic programs, all previous school records must be translated into English for evaluation purposes. For students entering BIS in the either on PYP or MYP 1 year, proficiency in Academic English is crucial for engaging with course materials and successfully sitting the MYP examinations. Therefore, language proficiency assessments are conducted as part of the admissions process specifically for MYP1 applicants. If a student is deemed incapable of accessing information and expressing themselves at an appropriate level, their admission to BIS may be reconsidered. Once admitted, students will be required to complete a comprehensive Language Profile questionnaire for all languages offered at BIS. This information will assist in determining the appropriate language group placement. Within two weeks of enrollment, language teachers will assign newly admitted students to the language group that aligns best with their proficiency level. BIS Admissions Policy in our efforts to maintain diversity among our student body while considering available resources and class composition, we strive to balance the levels of language proficiency

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## Admissions Rights and Responsibilities

<p><b>Students</b></p> <ul style="list-style-type: none"> <li>• Receive a quality education, as education for <i>all</i> is a human right</li> <li>• Are treated with dignity and respect in the admission process</li> </ul>	<p><b>The Whole School Community</b></p> <ul style="list-style-type: none"> <li>• Understands that every child has a right to education</li> </ul> <p><b>The School</b></p> <ul style="list-style-type: none"> <li>• Ensures access to IB education to</li> </ul>
<ul style="list-style-type: none"> <li>• Have continuity in their learning</li> </ul>	<ul style="list-style-type: none"> <li>• Is accessible to the whole school community</li> </ul> <p><b>School Leadership</b></p> <ul style="list-style-type: none"> <li>• Ensures that diversity is understood to include <b><i>all members of a community</i></b></li> <li>• Secures access to an IB education for the broadest possible range of students</li> </ul>
<p><b>Families</b></p> <ul style="list-style-type: none"> <li>• Receive timely responses</li> <li>• Receive all the guidelines and necessary information</li> </ul>	<p><b>Families</b></p> <ul style="list-style-type: none"> <li>• Equip the school with all required information to enable timely responses and adequate preparation to ensure continuity</li> </ul>

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<p><b><i>The School</i></b></p> <ul style="list-style-type: none"> <li>• Receives complete and accurate information from families about the student</li> </ul>	<p><b><i>School Leadership</i></b></p> <ul style="list-style-type: none"> <li>• Communicates with families in a timely manner and provides opportunities for a dialogue</li> <li>• Communicates and provides all guidelines and information about processes and procedures</li> <li>• Listens to the voices of all</li> </ul>
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### **Application Procedures (PYP/MYP)**

- Register interest – AL Bassam schools Form
- Book a scheduled visit
- Make a formal application - The formal application has fees according to grade registration
- Complete an application
- Provide official documents, passports, etc.
- Provide a copy of certified school report cards
- Current school completes confidential recommendation
- Applicants invited for English, Arabic and Math tests; grade- leveled; and an interview decision is made in consultation with PYP /MYP coordinator
- Application Timing Our application process takes place on a yearly basis starting from March for August entry; our school years run from August to June.
- Placed in monitored status to make sure that they continue their progress.

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## Acceptance Criteria

All students are still required to follow the admissions process completely to be considered for admissions. A decision for acceptance is only made after the appropriate members of staff evaluate the above information in accordance with our Inclusion Policy and Language Policy. Our evaluation process takes into account various factors such as academic performance, aptitude, and readiness to handle the rigor of specific MYP subjects. While we strive to accommodate students' preferences, it is essential to ensure that they have a realistic chance of achieving success in their chosen subjects. By considering multiple factors, we aim to provide guidance that maximizes students' potential and sets them up for a fulfilling academic experience. Siblings are prioritized for all grade levels, however students applying from other IB Schools are given priority when applying.

## Notice of Acceptance

- Acceptance letters are emailed out to the address on file
- A deposit is required before the spot is confirmed

## References & Sources:

**IB Standards and Practices for Admissions Our Admissions policy has been aligned with the new IB Standards and Practices, which became effective October 2020. Please note the related standards below.**

Culture 1: The school secures access to an IB education for the broadest possible range of students. (0301-01) Culture 1.1: The school implements and reviews an access and/or admissions policy that clearly describes the conditions for participation in the school's programme(s).

(0301-01-0100) Culture 1.2: The school provides relevant support materials, resources and structures to promote access to the school's programme(s) for as many students as reasonable.

(0301-01-0200) Culture 1.3: The school provides opportunities to access the programme(s) for the broadest possible range of students.

(0301-01-0300) Culture 6: The school implements, communicates, and regularly reviews its IB mandated policies to ensure they are cohesive and reflect IB philosophy.

(0301-06) Culture 6.1: The school implements processes with consideration of the relationship between its IB mandated policies.

(0301-06-0100) Culture 6.2: The school documents its IB-mandated policies and communicates them to the school community.

(0301-06-0200) Culture 6.3: The school considers physical and virtual spaces in all of its IB-mandated policies.

(0301-06-0300) Culture 6.4: The school articulates a planned integration of human, natural, built, or virtual resources in all of its IB-mandated policies.

(0301-06-0400) RCS Admissions Policy Culture 6.5: The school considers the learner profile in all of its IB-mandated policies.

(0301-06-0500) Culture 6.6: The school considers international-mindedness in all of its IB-mandated policies.

(0301-06-0600) Culture 6.7: The pedagogical leadership team uses the school's IB-mandated policies in decision-making and curriculum development.

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