



## **ADMISSION POLICY**

### **Our Vision**

To create a transformative leaning culture that enables children to share, innovate and succeed in life and work.

### **Our Mission**

The students, faculty, staff, and administration of Sabari Indian School will work cooperatively with families, members of the community of Dubai, and the Board of Education directed by KHDA to create a safe, welcoming academic environment which embraces challenges, and nurtures the diverse talents, interests, and learning styles of all its students.

### **Introduction:**

Sabari Indian School (SIS) believes in the equal value of every student. The school offers CBSE curriculum and focuses all-round development of the students by providing a healthy and enriching environment for them to grow. The school welcomes students from all backgrounds and abilities with an aim to nurture and encourage them to achieve their ultimate potential, thereby, creating an all-inclusive, student-centered and positive learning environment.

### **Aims:**

- To have a clear and transparent policy for admission that meets the statutory and regulatory requirements of KHDA.
- To ensure that procedures and rules are always adhered to.

### **Responsibilities:**

- The Admission Officer is responsible for managing enquiries, documentation, administering tests and meeting prospective pupils to ensure that the school can meet the students' needs.
- CARES, the Department of Inclusion may be consulted during the admission process for advice regarding a student with any physical disabilities and/or learning challenges.

### **Criteria:**

- Availability of seats in the appropriate age group.
- Entrance Test/Interview and the student's ability to cope with the academic program.
- Previous academic records.
- Schools' ability to meet the needs of the student.



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### **Admission Procedure:**

The admissions will take place as per the procedures mentioned in the Admission Procedure (Please refer to the Admission Procedure document separately)

In some cases, where special needs have been detected, the student may be called in for a re-assessment with the CARES Department.

### **Students with physical disabilities and/or learning challenges:**

The admission philosophy of the school is inclusive as per federal law. Depending on the school's Inclusion Department's provisions to support a student with special educational needs, the student is granted admission. The decision of the Principal will be final in the admission process.

The school will try to accommodate any students with special needs and will extend all the support, accommodation and provisions needed within the resources available without any additional cost or payment.

### **Conditions for refusal of admission:**

While we try to accommodate as many students as we can, there are constraints concerning the limitations of numbers in each class. The rest are put on a waiting list and informed as and when vacancies arise.

### **Withdrawal Procedure:**

Parents are advised to give at least 15 days' notice to the school when applying for a Transfer Certificate or a Leaving Certificate.

### **Strike off:**

A student's name will be removed from the School Rolls on the following grounds after the approval of the Ministry of Education

- Absence from school for a period of 30 continuous days, without prior permission of the school authorities.
- Repeated failure in any class for a period of two years in succession.
- For gross misconduct.



## **ADMISSION POLICY**

**Revised on 20<sup>th</sup> September 2023**

**This policy will be revised and updated in June 2024.**

Reviewed by:

Clara Martin  
Principal  
Sabari Indian School, Dubai

