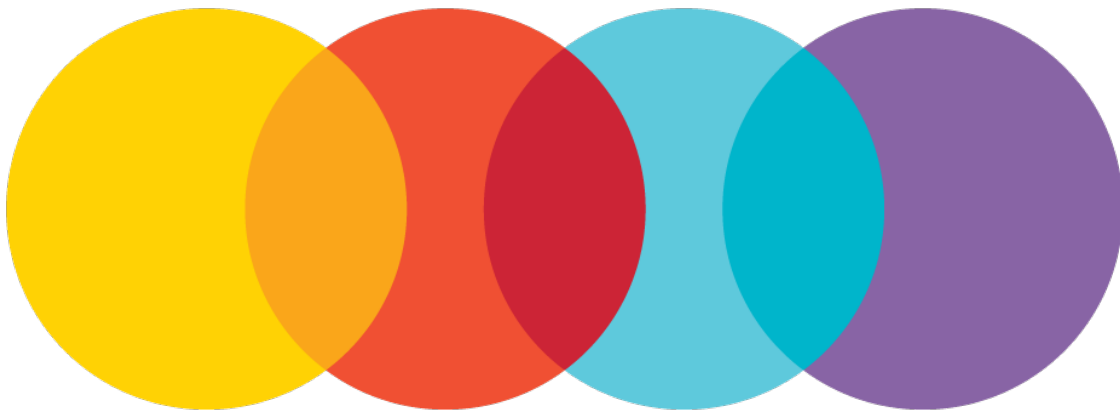




International  
School of  
**Berne**

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## ISBerne Admissions Policy



*We welcome and connect.*

*We challenge and prepare.*

*We nurture and inspire.*

**International School of Berne • Educating for life in the heart of Switzerland since 1961.**

### **ISBerne Mission**

#### **We welcome and connect**

Our community values respectful and collaborative relationships.

#### **We nurture and inspire.**

Our community cares for its members and encourages them to reach their potential.

#### **We challenge and prepare.**

Our community offers rigorous programmes that prepare global citizens for tomorrow.

### **ISBerne Definition of Intercultural Understanding**

ISBerne believes that International Mindedness is a profound appreciation of our diversity and recognition of our global responsibility as embodied in the IB Learner Profile.

### **ISBerne Definition of High Quality Learning**

Life-long learning starts with curiosity and leads to inquiry and personal growth through the development of knowledge, skills and understanding.

*We challenge and prepare.*

### **ISBerne Learning Principles**

- **Engagement:** Learners are actively engaged and develop an understanding of themselves as learners.
- **Risk Taking:** Learners explore the unfamiliar, consider a range of perspectives and take informed risks. Mistakes are seen as opportunities for learning.
- **Collaboration:** Learners learn with one another in safe environments when they are connected through positive, caring relationships.
- **Inclusive:** Each learner engages in learning opportunities that are significant, relevant and challenging

## IB Learner Profile

ISBerne aims to develop the attributes as described in the IB Learner Profile, with the goal of developing “internationally minded people who, recognizing their common humanity and shared guardianship of the planet, help to create a better and more peaceful world.” (International Baccalaureate, 2013). The IB Learner Profile also promotes intercultural understanding and the development of global citizens.

As IB Learners we strive to be:

<b>Inquirers</b>	We nurture our curiosity, developing skills for inquiry and research. We know how to learn independently and with others. We learn with enthusiasm and sustain our love of learning throughout life.
<b>Knowledgeable</b>	We develop and use conceptual understanding, exploring knowledge across a range of disciplines. We engage with issues and ideas that have local and global significance.
<b>Thinkers</b>	We use critical and creative thinking skills to analyse and take responsible action on complex problems. We exercise initiative in making reasoned, ethical decisions.
<b>Communicators</b>	We express ourselves confidently and creatively in more than one language and in many ways. We collaborate effectively, listening carefully to the perspectives of other individuals and groups.
<b>Principled</b>	We act with integrity and honesty, with a strong sense of fairness and justice, and with respect for the dignity and rights of people everywhere. We take responsibility for our actions and their consequences
<b>Open-minded</b>	We critically appreciate our own cultures and personal histories, as well as the values and traditions of others. We seek and evaluate a range of points of view, and we are willing to grow from the experience.
<b>Caring</b>	We show empathy, compassion and respect. We have a commitment to service, and we act to make a positive difference in the lives of others and in the world around us.
<b>Risk-takers</b>	We approach uncertainty with forethought and determination; we work independently and cooperatively to explore new ideas and innovative strategies. We are resourceful and resilient in the face of challenges and change.
<b>Balanced</b>	We understand the importance of balancing different aspects of our lives - intellectual, physical, and emotional - to achieve well-being for ourselves and others. We recognize our interdependence with other people and with the world in which we live.
<b>Reflective</b>	We thoughtfully consider the world and our own ideas and experience. We work to understand our strengths and weaknesses in order to support our learning and personal development.

## **ISBerne Admissions Policy**

ISBerne is a private international school which offers an International Baccalaureate education to students from 3 to 18. We offer the IB Primary Years Programme for students from 3 to 11, the IB Middle Years Programme for students from 12 to 16 and the IB Diploma Programme for students from 16 to 18, as well as the ISBerne Diploma. Please see the ISBerne website for detailed information.

ISBerne welcomes children without discrimination of gender, orientation, race, religion or nationality. We welcome international students, local students with an international background and local students of non-obligatory school age. Students are invited to join the school if:

- The student can benefit from the educational services provided
- The school is able to meet the educational needs of the student
- Places are available at the school

### **Admissions Process**

Students are welcomed throughout the school year, on a rolling basis, up to Grade 10. Grade 11 students are welcome to join until the October Break. Grade 12 students may join the school if they are transferring from an IB school and their option choices are compatible.

ISBerne requests the following documentation in order to process an application:

- A completed, signed Application Form including a photograph of the student; copies of the student's passport and parents' passports; the signed Privacy Policy Form; the signed Financial Regulations Form
- School records/reports for three previous years
- Copies of Individual Educational Plans, if applicable
- A completed Confidential Reference Form
- Copies of any standardized tests and/or diagnostic educational assessments

The school requires student records in English, German or French.

The application and associated documents will be collated by the office, and reviewed by the relevant IB Programme Coordinator and the Director. Applications will be considered according to the date of application. A personal interview with the appropriate Coordinator is desirable. This can be face-to-face or virtual. The school reserves the right to contact the student's previous school prior to acceptance. A conditional acceptance may be offered in some cases. Admissions are subject to the final decision of the Director.

Students will be assigned to grade level classes primarily based on their age, previous school records and confidential references, as appropriate. Students may be asked to sit tests in English and Mathematics to

determine their levels in these subjects. ISBerne reserves the right to place students in grade levels according to the needs of the students. In exceptional cases, students may be placed in the grade below or above their age group. Admissions decisions will be communicated in writing.

The school reserves the right to deny admission or re-enrolment of a student if this would be in the best interests of the child.

Once the application has been approved by the Director, an application fee and a non-refundable Capital Fund Fee will reserve a child's place at ISBerne. Details can be found in the ISBerne Financial Regulations.

### **Learning Needs:**

ISBerne welcomes students with mild to moderate learning needs. We are unable to cater for moderate to severe learning needs. The school will request additional information and may require diagnostic educational testing. Admissions of students with mild to moderate learning needs will be dependent on the school's ability to meet the child's educational needs. Should additional specialized services, such as speech therapy, exam readers or one-to-one tutoring be required, this is the financial responsibility of the family.

The campus is wheelchair accessible.

### **English Language Requirements:**

English as an Additional Language (EAL) support is provided by the school for students up to and including Grade 10. It is desirable that students joining in Grade 10 have a B2 (Common European Framework of Reference for Languages: CEFR) in English. To join the ISBerne Diploma in Grade 11 a B2 in English is required. To join the full IB Diploma in Grade 11 students require a C1 in English. Exceptions may be made in some cases and are subject to the decision of the Director.

### **Technology Requirement:**

ISBerne has a 1:1 laptop programme.

All students in Grades 6 – 12 are required to have a MacBook laptop or an iPad with a keyboard and an apple pencil (an iPad mini is not suitable) in order to enroll.

### **ISBerne Foundation:**

The Foundation provides money for scholarships based on the academic promise of the student and the financial need of the family. Please visit the ISBerne Foundation Website for more information and an application form.

Date: March 2022

Review Date: March 2023

Board approved April 2022