

# The American School in London

## Admissions Policy

*The current version of any policy, procedure, protocol or guideline is the version held on the ASL website. It is the responsibility of all employees to ensure that they are following the most up-to-date version.*

<b>Responsible party</b>	Dean of Admissions
<b>Approved by</b>	Board of Trustees
<b>Responsible board committee</b>	Admin/Finance
<b>Last updated</b>	August 2024
<b>Next review date</b>	August 2025

### Introduction

The American School in London (ASL) is a co-educational independent school for students from ages 4 to 18. The School has approximately 1,400 students. As an international school, approximately 7-10% of our students leave the school each year and so places are usually available in all grades every year.

As well as our strong academic program in core curriculum subjects, the School has traditions in music, drama, art, community activities and sports. There are many extracurricular activities, all of which are important in developing a well-balanced, confident individual.

Deciding on the right school for your child is very important. We hold a number of in-person and virtual ways for families to learn about the School. Our website contains comprehensive information about our curriculum and policies as well as information about how to connect with the school.

### **Basis for selection**

The American School in London (ASL or School) is a selective school. Our selection process is designed to identify students with strong potential, who are able to benefit from our balanced and well-rounded education and to make a positive contribution towards the life of the School.

Selection is primarily based on academic ability; possession of a genuine interest in education in the broadest sense of the word (with interests that stretch beyond the confines of the academic curriculum); and demonstration of ASL's core values of respect, responsibility, kindness, integrity and the courage to act.

### **Sibling policy**

Admissions priority and early application notification is given to siblings of currently enrolled ASL students. Families applying for siblings should apply and submit all application materials, including school reports, teacher recommendations, testing results (if required) and application fees by 15 December of the school year preceding the desired academic year of entry. (See website for details.)

Eligibility of sibling candidates is assessed using the same criteria as other applicants.

### **Equal treatment**

ASL is committed to creating a diverse school community that appreciates and respects differences. This enriches our community and is vital in preparing our students for today's world.

ASL is a non-denominational school and does not discriminate against any individual in any way on the basis of age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race (including color, nationality and ethnic or national origins), religion or belief, sex, sexual orientation or social class in the administration of its recruitment, admissions and educational policies.

ASL does not give priority for admission to citizens of the United States.

## **Financial aid**

We believe that students who obtain admission should have the opportunity to benefit from the School's programs. Financial aid may be available for tuition and for additional fees. Financial aid awards are based on need; applications for financial aid are assessed by the School's Financial Aid Committee. Financial aid is awarded on an annual basis. Further information concerning financial aid is available from the website or the admissions office.

## **Learning differences and special educational needs**

We welcome students who require additional support because of learning differences, special educational needs or disabilities (SEND) provided that, by making reasonable adjustments under the Equality Act 2010, our Student Support Services Team is able to meet their needs. However, if despite making reasonable adjustments, we feel that a prospective student is not going to be able to access the education offered, or that their health and safety or the health and safety of other students or employees may be put at risk, we reserve the right to decline to offer a place at the School.

The Student Support Services Team reviews all applications where the applicant has an identified learning difference or SEND. A student's learning profile is considered within the context of the needs of the cohort as a whole and the School's capacity to provide additional support.

## **English as an additional language (EAL)**

ASL welcomes and supports students who have English as an additional language (EAL). The EAL program provides English language learners with practice and application of key content and language concepts and opportunities for students to use English while reading, writing, listening and speaking in new contexts. ASL is an academically challenging environment and our core curriculum is taught and assessed in English.

In the early years of the lower school, students at any level of English proficiency may be considered. Following that, applicants must have some English in order to access the curriculum with the support of the EAL program. Applicants in Grade 8 or above require near academic fluency in all four language domains (speaking, listening, reading and writing) to be considered for enrollment.

EAL applicants may be asked for additional assessments to determine their level of proficiency as part of the admissions process.

### **The assessment process**

The application process is online. The application and application fee (waived for financial aid applicants) and all supporting documentation should be submitted by 15 January of the school year preceding the desired academic year of entry.

All applicants submit previous school reports (as applicable), confidential teacher recommendations (as applicable) and an applicant questionnaire. Applicants to Grades 5 and above must also submit the results of standardized testing taken within the past 18 months. Recognizing that our applicants are living all over the world, we accept the following tests: ISEE, SSAT, NWEA/MAP, ERB CTP, PSAT, SAT (Scholastic Aptitude Test), and ACT. Applicants may also be asked to provide additional information or attend the School for a classroom visit or in-house assessment, where this is considered necessary. Detailed information regarding supporting documentation is available on our website.

If complete and accurate information has not been provided, the American School in London may decline to consider an application, be unable to provide services or accommodations, or withdraw its offer of admission or enrollment.

Please note that owing to the number of applications we receive, we are unable to provide individual feedback to candidates. Admissions decisions are final, and it is not possible to appeal an admission decision.

Letters of recommendation from anyone other than the required teachers are not encouraged and will not be taken into consideration.

### **Wait pool**

Each admissions season, we usually have more qualified applicants than spaces available. To accommodate such applicants, we create a wait pool and offer families the chance to "wait" for an opening. The pool is not ranked on a first-come, first-served basis; all candidates are reconsidered for each new space as it arises regardless of when they entered the pool.

The wait pool is not carried over from year to year and it is necessary to refresh the application for entry the following year. The application fee will be waived for one consecutive year for a wait pool candidate.

## **Other Policies**

ASL publishes a range of policies that are associated with admission and enrolment. The following may be of interest to parties in the application process. They can be viewed on the ASL website or viewed on request.

- Attendance policy: High School
- Attendance policy: Middle School
- Attendance policy: Lower School
- Behavior policy: Middle School and High School
- Behavior policy: Lower School
- Curriculum
- Learning Support
- Safeguarding and Child Protection