

Colegio Inglés
English School
of Asturias

A group of five children, three boys and two girls, are sitting on a stone wall outdoors. They are all smiling and have their arms raised in the air. They are wearing dark blue school uniforms. The background shows a clear blue sky and some buildings in the distance.

ADMISSIONS PROCESS

"The opportunity to develop
all of their potential"



The aim of The English School of Asturias is to provide parents with as much information as possible about the school and the education we offer. We aim to make each child's start at school both happy and successful, beginning a lifelong partnership with parents and children, providing a well-rounded and balanced education in a safe and secure environment.

We try to remove the fear of failure and encourage students to become confident and independent learners, who work to the best of their ability, set their own goals and also follow the objectives set by their teachers. We aim to cater for different learning styles using a variety of methodologies. All requests will be treated sensitively and confidentially.

GENERAL ADMISSION PROCEDURES

Following an enquiry, the Headteacher or school Admissions Officer will contact the family to provide further information and arrange a visit to the school. During the visit, families will have the opportunity to tour the facilities, observe children in class, meet the staff, experience the school's philosophy and atmosphere, and learn more about the school's unique educational programme. If an in-person visit is not possible, a virtual meeting can be arranged for families to discover all that the school has to offer.

ADMISSION REQUIREMENTS

First Educational Stage: from 2 to 6 years old (from Pre-Nursery to Year 2)

- **Family Interview and Observation:**

An interview will be conducted with the family (with or without their children).

Pupils from Reception onwards are invited to attend a taster day at The English School of Asturias.

During this day, an informal or formal assessment of the prospective student's ability will be carried out and an assessment will be made of whether the school is the best option for the pupil.

- **Previous Reports:**

Grade reports, or reports assessing the student's development and skills, issued by the previous nursery or school may be requested.

Second Educational Stage: from 7 to 10 years old (from Year 3 to Year 6)

- **Initial Exams:**

From Year 3 onwards, students take initial exams in Maths and English once the student starts. This initial assessment allows teachers to know the student's starting level and to adapt to their needs.

For those who do not speak Spanish, entrance exams can also be taken in this language.

- **Interview:**

An informal interview will be held with the Heads of Stage once the student starts in the school to assess expression, listening and comprehension skills, as well as to plan an appropriate transition.

Secondary and Baccalaureate (Year 7 to Year 13)

- **Assessment:**

At this stage, in addition to the entrance tests in English, Maths and Science, the potential student will also have an informal interview with the Headteacher and/or Head of Secondary and/or Pastoral Leader. This gives them the opportunity to get to know the student and, if the student is accepted, to help them settle into school life with a smooth transition.

- **Specific Protocols:**

Enrolment in Year 11 (4th ESO) or Year 13 (2nd Bachillerato) will be subject to management approval due to the two-year duration of the IGCSE and A Level programmes.

Reports and supporting documentation

From Year 7 information from previous schools will be required, including recent school reports, references and exercise books (if applicable).

Trial days will allow students to experience the school environment before enrolling. Families will be required to complete an authorization form.

Linguistic Support

Students with limited knowledge of English or Spanish may be admitted if the school has sufficient resources to offer support classes and if the students demonstrate the ability to follow the academic program.

In case of limited resources, families may be required to arrange private lessons.

Confirmation of place

Once the admission process has been completed, the Admissions Officer will confirm whether the student has been accepted. To do so, a formal letter offering a place will be sent to the family.

Reservation of place

The place will be reserved once admission has been granted, the registration fee has been paid and after having signed and accepted the registration form.

Waiting lists

If a class reaches capacity, a waitlist will be established.

Waiting list entries are arranged in order of application date. If a place becomes available, the parents of the first child on the list will be contacted. Only children with siblings already enrolled at the school will be given preference for a place.



REQUIRED DOCUMENTATION

Families must provide the following original documents:

- **Visit form** (completed during the visit, includes details on data protection).
- **Registration form**, completed and signed by both parents.
- **Academic report** from the last school year. For secondary school students, complete academic reports from the last two years will be requested.
- **Family book** or **birth certificate**.
- **DNI/Passport/NIE** of Parents, Students and Payer (if applicable).
- Student **vaccination card**.
- **Updated medical report** (if applicable).
- **Proof of payment** of the registration fee.
- **Completed student questionnaires**, provided by the admissions team.

Initiation for students who start mid-course

- **First Stage and Primary:** A personalised adaptation period will be offered, if required.
- **Secondary and Bacalaureate:** A specific induction plan will be implemented to support older students.



Equality and non-discrimination

The school is committed to creating a diverse and inclusive community. The admission process is open to all applicants, regardless of race, gender, religion, nationality or disability. Each student will be ensured the opportunity to thrive in an environment that respects and celebrates individuality.

Right of refusal of admission

The school reserves the right to refuse admission if it is determined that it cannot meet the educational or welfare needs of the student. This decision will be made in a transparent manner, considering the best interests of both the student and the school community.

Honest disclosure

Families are asked to provide full and honest information about their child's educational, physical and emotional needs during the admissions process. This information is essential to ensure that the school can offer appropriate support and a positive learning experience. Failure to disclose relevant information may result in the offer of admission being withdrawn.

Start at school

Once a student has been admitted, parents are asked to maintain close contact with the class tutor to ensure that their child's incorporation into the school goes smoothly.

At The English School of Asturias, we value the need to introduce children to the school in a sensitive manner. Once a place has been confirmed, the child may be invited to an additional trial day, to meet their teachers, the children in the class and become familiar with the layout of the building and daily routines.

All children are encouraged to welcome new students into the school so that each child's transition is happy and successful.

The class tutor will carefully attend to the child's social and emotional well-being during this period.

Further information
please contact:

Lucía Díez - Head of **Admissions**



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