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**BCB Admissions Policy**

**Mission**BCB is a caring and inclusive international community that empowers children to succeed and flourish through a world class education.

**Vision**To shape a generation of creative and resilient global citizens - a generation that will change our world for the better

**Values**

* Welcoming
* Caring
* Collaborative
* Community
* Warm
* Principled

| BCB POLICY STATEMENT | | **Admissions Policy** | |
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| Created: | September 2023 | | Author(s): Timothy Jones |
| Next review: | August 2025 | | To be reviewed by: |

**Policy for Admissions**

The Head of Schools are responsible for all admissions to the schools and may delegate some aspects of the process to the admission or leadership teams. Our Admissions Team is the first point of contact for all school applicants and will process all documentation and school admissions.

We celebrate diversity and inclusion. Therefore, we accept applicants regardless of race, religion, sex, nationality, educational need or background, provided there are available openings.

We are a non-selective school in both Key Stage 4 and Key Stage 5. Although we encourage applicants to complete the full cycle of IGCSE and International Baccalaureate Diploma within our school, students entering the school during these assessments will be considered so long as they can successfully complete these courses within the necessary time frame. Some students may opt out of external examinations and complete school based assessments. Such decisions are made in discussion with teachers, students and parents.

All students have the opportunity to study the International Baccalaureate Diploma Programme and there are no pre-requisite requirements. However, the British College of Brazil will review candidates' progress in September of the second year of the Diploma to ensure that the completion of the Diploma is the best pathway for them moving forward. If a student is not predicted to achieve a passing grade in the Diploma and alternative pathways provide a more stable progression for the student, they will be entered as a certificate candidate rather than a Diploma candidate. All decisions are made with the student's future destination in mind.

The healthy development of the child is our primary concern. Therefore, reports, records and letters of recommendations from previous schools will be requested and considered for all applicants. This will allow the school to assess how we can support the applicants emotional, mental, physical and psychosocial development.

There is an interview with the parents and prospective pupils to ensure they understand the context of the school and our Mission, Vision and Values.

All applications to the school are carefully considered. Decisions concerning admissions are made by a coordinated discussion between school senior leadership and the academic and pastoral leaders. The following areas are considered during the application discussions:

* Academic standards and readiness to study in English to access the school curriculum and community in a meaningful way. Students may be asked to sit an English proficiency and cognitive test before joining the school.
* Applicants with siblings already studying in the school
* Family alignment with the community and shared values of the school, its approach to education and expectations of our students

The parents of prospective students are informed of the admissions policy and declarations therein as soon as they start the application process with the school. Individual interviews with parents and students start with the admissions team before progressing to Heads of School and other school leaders. This can be in association with language, pastoral or academic conversations.

Enrolment takes place before the beginning of the academic year or during the year in the case of pupils transferring from other schools, when applicable.

The procedures for admission in full are published on the school website: [BCB Admissions](https://nam11.safelinks.protection.outlook.com/?url=https%3A%2F%2Fdrive.google.com%2Fdrive%2Ffolders%2F1iGJdu6VjzxFr9p6zDf0xefJN-AzY4QZs%3Fusp%3Dsharing_eil_m%26ts%3D64ee1d4b&data=05%7C01%7CTimothy.Jones%40britishcollegebrazil.org%7C52987456366e4e378aa508dba8b9171d%7C0e7c664ad90541ddb08f6ce92461eb0b%7C0%7C0%7C638289285134138440%7CUnknown%7CTWFpbGZsb3d8eyJWIjoiMC4wLjAwMDAiLCJQIjoiV2luMzIiLCJBTiI6Ik1haWwiLCJXVCI6Mn0%3D%7C3000%7C%7C%7C&sdata=utg5eJxqBS2XOfY%2BiokHDoJpXiiYOYVJ%2FyoCtSABUQE%3D&reserved=0)