

ADMISSIONS POLICY OF ARISE ACADEMIC CENTRE

1.0 BACKGROUND AND FOCUS AREA OF SCHOOL

1.1 Providing top-quality education to learners who excel in a smaller teaching environment. This include learners with mild physical disabilities, as well as learners who are experiencing barriers to learning. This includes, but is not limited to ADHD, hemiplegia, hearing difficulties, dyslexia, autism, anxiety and sensory processing disorder.

1.2 Creating an excellent academic culture and environment for Christian character development.

1.3 The school is to be situated in Krugersdorp, 30 Nicolas Smit Avenue, Monument.

2.0 CLASS AMOUNT

2.1 Foundation Phase Classes (Grade R – 3): No more than 10 learners per class.

2.2 Intermediate Phase Classes (Grade 4 – 9): No more than 14 learners per class.

3.0 GUIDELINES FOR ADMISSIONS COMMITTEE

3.1 Only completed applications forms that are submitted in one of the following ways will be considered:

3.1.1 Application form.

3.1.2 Application form emailed to info@ariseacademic.co.za

3.1.3 Hard copy of the application form submitted to identified contact persons.

3.2 The following should be included with an application:

3.2.1 Completed application form.

3.2.2 Copy of report of last grade completed.

3.2.3 Copy of the learner's birth certificate.

3.2.4 Copy of at least one parent ID.

3.2.5 Copy of other reports such as speech and occupational therapy and educational psychologist.

3.2.6 The school reserves the right to request additional information from a learner's previous school, including the completion of a clearance certificate or learner background report, to provide insight into the learner's academic, behavioural, attendance and financial history.

3.3 To determine academic potential, a learner's previous reports will be used. The learner will also be invited for a minimum of two days visit at the school, where the class teacher will then assess the learner.

3.4 The following matters could also be considered as secondary factors affecting a learner's placement:

3.4.1 Whether the applicant has a sibling in the school.

3.4.2 A learner's willingness to contribute to school life.

3.4.3 The proximity of the applicant's residence to the school.

3.5 No learner may be unfairly discriminated against when it comes to admission in the school.

3.6 Probationary admission and verification of information will be handled as follow:

3.6.1 All learners may be admitted on a probationary basis of a period determined by the school (no longer than 3 months)

3.6.2 During this probationary period, the school may request additional information from the learner's previous school in order to:

- verify information provided during the application process.
- gain a fuller understanding of the learner's academic and behavioural history.
- ensure that the school is able to provide appropriate support.

3.6.3 The school requires such information be submitted directly by the previous school. Documentation submitted via parents or third parties may not be accepted for verification purposes.

3.6.4 Parents/guardians are required to provide full, accurate and honest disclosure of a learner's academic, behavioural and disciplinary history at the time of application.

3.6.5 Failure to disclose relevant information, or the provision of misleading or incomplete information may result in:

- a review of the learner's placement.
- withdrawal of the offer of admission.
- or termination of enrolment.

3.6.6 If the school is unable to obtain the required information from the previous school, or if parents/guardians do not provide the necessary consent for such information to be shared, the school reserves the right to review and terminate the learner's enrolment during the probationary period.

3.7 The school reserves the right to make decisions in the best interest of:

- the learner.
- other learners.
- staff.
- and the overall school environment.

4.0 WAITING LIST

4.1 A short waiting list of approximately 6 learners will be announced when placement is complete. However, learners on the waiting list will not be notified in what place they occupy on the waiting list as a new application can leapfrog earlier applications. Applying early can help, but other factors weigh more.

5.0 PARTIES RESPONSIBLE

5.1 The Senior Management Team of Arise Academic Centre take responsibility for the admissions process. The school principal is personally responsible to oversee and guide the admissions process in accountability to the Board of Directors of Arise Academic Centre.

5.2 The principal is to adhere to the guidelines above in making decisions regarding admissions.

6.0 APPEALS AND QUERIES

6.1 Parents may contact the school office to inquire regarding the progress of their child's application or why their child's application was declined. Parents may appeal in writing and may state any additional information that the admissions committee should consider.

6.2 Applying parents should understand that places are limited and that those responsible for admissions conduct a very thorough and sensitive process in making placements.

6.3 The admission committee undertakes to remain as objective as possible and maintains the right to admit learners according to their own judgement within the confines of the guidelines as set out above, including the right to verify information with previous schools and make decisions based on such information.

6.4 Parents whose children are not accepted will be notified if a position for their child should open up.