

## **ADMISSIONS POLICY AND PROCEDURE**

### **Introduction**

The World International School of Torino (WINS) is a non-selective co-educational private day and boarding school which welcomes students from different nationalities, cultures and backgrounds with the aim of offering the benefits of a truly international education. WINS is inspired by a set of core values that families and students alike are expected to embrace as part of their choice to study at WINS.

The rationale behind WINS admissions policy derives from the desire to ensure an international environment and the ideal conditions to carry out WINS teaching and learning approach.

English is the main language of instruction and formal language assessment is conducted for students applying from Grade 4 onwards with the purpose of gathering information to conceive the best learning strategy and identify any need for language support as early on as possible.

Students can enter the Early Years section or Transition with no prior knowledge of English.

Students who enter other grades with no prior English knowledge will be placed on the English as an Additional Program (EAL) on the basis of the grade teacher, the Section Coordinator and the Academic Coordinator's discretion.

WINS has a maximum class size. Our policy provides clear criteria which are used to select students when the number of applications exceeds the places available. In such cases a waiting list is created.

Admissions are open throughout the school year depending on places available in the classes. The school's Admissions team and the family will jointly decide the best enrollment strategy for each student.

### **Admissions Criteria**

- 1) Current students enrolled at WINS, as well as their siblings, are given priority and granted an anticipated enrollment period between December and January each year.
  - 2) New enrollments open in December for Nursery or for any spare places available in the other grades. Spare places are identified on the basis of the current enrollment numbers in the previous grade.
-



- 3) New enrollments for all grades open in February on the basis of the places available after the anticipated enrollment period granted for re-enrollments.
- 4) Being aware of the scarce alternatives non-Italian speakers have in terms of school offer when relocating to Torino, WINS grants priority to international students regardless of their level of English proficiency.
- 5) Second priority is given to students having English as their first language or to bilingual applicants.
- 6) Students with weak English who wish to enroll in the latter Primary Years classes, Middle Years or Diploma Years will be asked to supplement with additional English classes (EAL) until considered autonomous in meeting the demands of their grade at the discretion of the Academic Coordinator, the Section Coordinator and the class teachers.
- 7) Students' academic records are always considered as well as their proficiency in English.

## **Language Requirements**

Students applying for Grade 4 and above will be tested for English proficiency. The purpose of this test is to identify any need of support before the beginning of the school year or planning English as an Additional Language (EAL) activities alongside curricular classes during the school year.

## **Special Educational Needs**

Thanks to its experiential teaching and learning approach as well as the integrated use of digital technology in the classroom, WINS can provide a supportive and favorable learning environment for students with mild to moderate learning disabilities. Additional support can be organized at an additional cost and in agreement with the family and specialists following the child.

Families are expected to inform the school of any special educational needs at the beginning of the application process and provide all the necessary supporting documents and certificates.

## **Grade Placement**

When determining grade placement for students coming from different educational systems, the WINS Admissions team considers several factors including: age of the child, current grade attended, academic record, and level of English proficiency. Due to awareness of the importance of appropriate socialization and to facilitate integration within the class group, priority to individual maturity and developmental level is given over English language proficiency in determining grade allocation.



The following table provides some guidelines and comparisons with the other school systems:

Age	Grade at WINS	Grade in the Italian System	Grade in the UK system	Grade in the US system
2-3	Nursery (EY)	<del>Primavera</del> <del>nido-</del> materna	Nursery / Preschool	Nursery
3-4	Pre-Kindergarten (EY)	materna	Nursery / Preschool	Pre-K
4-5	Kindergarten (EY)	materna	Reception	Kindergarten
5-6	Transition (PYP)	materna	Year 1 - KS1	Transition
6-7	Grade 1 (PYP)	1 elementare	Year 2 - KS1	Grade 1
7-8	Grade 2 (PYP)	2 elementare	Year 3 - KS2	Grade 2
8-9	Grade 3 (PYP)	3 elementare	Year 4 - KS2	Grade 3
9-10	Grade 4 (PYP)	4 elementare	Year 5 - KS2	Grade 4
10-11	Grade 5 (PYP)	5 elementare	Year 6 - KS2	Grade 5
11-12	Grade 6 (MYP)	1 media	Year 7 - KS3	Grade 6
12-13	Grade 7 (MYP)	2 media	Year 8 - KS3	Grade 7
13-14	Grade 8 (MYP)	3 media	Year 9 - KS3	Grade 8
14-15	Grade 9 (DY)	1 liceo	Year 10 - KS4/GCSE	Grade 9
15-16	Grade 10 (DY)	2 liceo	Year 11 - KS4/GCSE	Grade 10
16-17	Grade 11 (DY)	3 liceo	Year 12 - 6th form/A levels	Grade 11
17-18	Grade 12 (DY)	4 liceo	Year 13 - 6th form/A levels	Grade 12
		5 liceo		



## **Admissions Procedure**

Families wishing to enroll their child/children should contact WINS Admissions team to book an appointment and receive guidance in the process. Enrollments are open all year round, but priority is given to WINS students and their siblings who are granted an early re-enrollment period between December and January each year. After that period, enrollments are open to all.

New families wishing to apply before that period will be placed on a waiting list but granted priority as soon as enrollments open.

For applications for SY2019-20, WINS is moving to the online applications platform OpenApply. All documents required should be submitted through the platform. The WINS main office staff is available to support families in the process.

The following documents will be required for each new applicant:

- copy of student's passport or ID card
- copy of student's fiscal code (for Italian citizens or residents only)
- photograph
- copy of the last two report cards, if applicable
- Special Educational Needs documentation, if applicable
- Health form
- Special dietary requirements form, if applicable

## **Admission to the DP Program**

Admission to the DP Program is granted:

- a) Upon documented successful completion of the IB MYP program. This is determined either by the student obtaining the MYP Certificate or through an authorized IB school's report card;
- b) to students having successfully completed GCSE, IGCSE or qualifications of equivalent value;

for students transferring from the Italian national system, WINS applies the rules and regulations defined by the Italian Ministry of Education (Law Decree D.P.R. 2 agosto 2010, n. 164)

- c) Namely students should have successfully completed the 3<sup>rd</sup> year of an Italian high school to be accepted on the IB DP program.



WINS wishes to promote an inclusive non-selective approach to the Diploma Program and it will be up to the DP Coordinator and the School Manager/Academic Coordinator to guide students in the most appropriate subject choices in consideration of their prior pathway, aims for future education and/or any special educational needs circumstances.

The DP Coordinator and the School Manager/Academic Coordinator will meet with prospective DP students and their families prior to enrollment to guide them in their subject choices. Students and their families will be asked to provide information as to any specific post-secondary preferences they might have and these will provide the basis for guiding them in their choices.

WINS will be employing a College Counselor to support the DP Coordinator and School Manager/Academic coordinator in guiding students in both their DP subject choices and their post-secondary applications starting SY2020-21.

### **DP Admissions procedure**

All students applying for the Diploma Program will be required to:

- take the non-selective placement test for English (first or second language) and Italian (if first language)
- if considering to apply for a Mathematics HL course, take the Mathematics placement test
- meet with the DP Coordinator and the School Manager/Academic Coordinator to define subject choices
- Fill in and sign the subject choice form

Students located abroad who are unable to come to WINS for the interview and the placement tests will be scheduled a SKYPE interview and will be given the possibility to sit the placement tests at their school under exam conditions.

Families will be required to provide the contact of a person at the current school who will take responsibility for administering the test and return it according to the WINS procedures and guidelines.

### **Policy review**

The School Manager and Academic Coordinator is in charge of the policy revision process that involves the main office coordinator and the section coordinators.

The policy will be revised on yearly basis and either confirmed as is or modified accordingly. The School Manager and Academic Coordinator will be in charge of approving the new version and sharing it with the school community through the school website and on Managebac.

The policy was last updated in June 2019.