



DOHA ENGLISH SPEAKING SCHOOL

Learning Together • High Expectations • Celebrating Success

1 of 5

FS2 to Year 8 Admissions Policy

Reviewer(s)	Head of School
Approver(s)	Principal
Last Reviewed	11 December 2023
To be Reviewed	11 December 2025
Current Version	1.2
Applicable to	FS2 to Year 7

Version	Date	Reason for revision
v1.0	1 Sep 2016	
v1.1	25 Oct 2020	Conversion to Google Doc
v1.2	7 Dec 2021	Redrafted with new process and weighting

PURPOSE

To provide a consistency of approach for admissions for Foundation Stage 2 to Year 8 at Doha English Speaking School (DESS) and to provide a fair and equitable process in view of the demand for places in the school.

This Policy is separate to the school's [Foundation Stage 1 Admission Policy](#). Should any inconsistencies between the two policies arise, this Foundation Stage 2 to Year 8 Policy will take precedence for Foundation Stage 2 to Year 8 applications only.

DEFINITIONS

Learning/Behavioural Difficulty means a child who would require additional adult support, beyond that available within the normal classroom environment.

Sibling means one of two or more individuals having one or both parents in common; a brother or sister

POLICY STATEMENT

DESS is committed to ensuring that all children who are admitted to the school will thrive in an environment of high academic expectation, will benefit from the rounded education provided and be happy within the nurturing school community.

DESS is aware of the high demand for Foundation Stage 1 places in Doha and is consistently over-subscribed with applications for year groups.

As DESS is aware of the importance of family members attending the same school wherever possible, siblings of current DESS children, regardless of nationality, will be given priority.

DESS has in place a number of sponsorship schemes which provides our corporate sponsors the ability to gain priority on the Waiting List over a five year period, depending on the scheme they choose. Corporate sponsorships does not guarantee a place being offered to the child.

Applications for DESS must meet eligibility, assessment and weighting criteria before a child is offered a place.

1. THE PROCESS

1.1. Eligibility to Apply

In order to be eligible to apply for a place a child must be able to communicate in English at a level appropriate to their age and development and be applying to the year group appropriate for their date of birth.

1.2. Weighting

The following weightings are applied to applications:

- 1.2.1. Children of DESS sponsored full-time teaching staff.
- 1.2.2. Children of diplomatic staff at the British Embassy.
- 1.2.3. Corporate sponsored children.
- 1.2.4. Qatari passport holders with siblings in the school.
- 1.2.5. Other passport holders with siblings in the school.
- 1.2.6. Child is a returning DESS pupil.
- 1.2.7. Qatari passport holders whose siblings have previously attended the school.
- 1.2.8. Other passport holders whose siblings have previously attended the school.
- 1.2.9. One or both parents are DESS Alumni.
- 1.2.10. Qatari passport holders with no siblings in the school.
- 1.2.11. Other passport holders.

2. APPLICATION

- 2.1. Applications can only be submitted once the waitlist can accommodate new applicants via our school website.
- 2.2. Once the application and associated documents are complete, the application is placed on a waitlist according to the date of completion of the application. The waitlist is confidential and a parent cannot be informed of their child's specific place on the waitlist, or a likely time frame to be offered an assessment.
- 2.3. DESS reserves the right to give a child priority when on the waitlist, if they demonstrate excellence within their academic, musical and/or sporting achievement. Excellence is defined as achieving standards within the top 10% of their peers and will be judged during the assessment day. Parents must identify any sporting or musical achievements prior to the assessment so that the school may accommodate appropriate testing for these areas.
- 2.4.

3. REVIEW

- 3.1. When an application moves to the top of the waitlist it will be reviewed and an assessment will be offered depending upon the information within the child's school reports and/or the level at which they are working. If a child's report is well below the standards expected at DESS an assessment will not be

offered.

- 3.2. All assessments are conducted at DESS and are varied according to the year group. Where appropriate, an online academic assessment may be carried out for those outside of Qatar.
- 3.3. Applicants who are returning DESS pupils may not be required to sit an assessment if they left the school within the last six school months and their most recent school report meets DESS standards (see 3.1).
- 3.4. Where children have been offered a place at DESS, parents must confirm in writing their acceptance of the place by the due date as stated on the offer email, and provide a copy of the child's Qatar Residence Visa and the Qatar Work Visa or Qatar ID Card number of their parent sponsor. Fees should be settled in accordance with the [school's fees policy](#). Failure to adhere to these requirements will lead to the place being offered to the next eligible child on the waiting list.
- 3.5. If a seat does not become available within six months of a seat being offered then a reassessment will be required.
- 3.6. If a child fails an assessment a reapplication can be made from six school months following the date of assessment.

4. **HOLDING A PLACE**

If a parent wishes to pay for their child/s seat without attending DESS for one school term or more (deferring their place) then the child must still be in full time education during this time and provide DESS with a copy of the child's report for the entire term/s. Due to Ministry of Education rules, failure to provide a school report will result in the loss of the place offered with no reimbursement of fees. Places may be held for a maximum of two terms, at which time the place will be withdrawn with no reimbursement of fees.

5. **DISCRETION OF BOARD OF GOVERNORS**

The above eligibility criteria, weightings and processes may only be varied in exceptional circumstances, and with the approval of the Board of Governors.

In accordance with DESS' commitment to establishing closer links with the Qatari community, applications are welcomed from Qatari passport holders who meet the academic entry requirements and who can participate fully in the enriched British curriculum which the school offers. The Waiting List will remain open for Qatari applicants at all times.

OTHER RELEVANT POLICIES

[Attendance Policy](#)

[Admissions Charter](#)

[Behaviour Policy](#)

[Complaints Policy](#)
[School Fee Policy](#)