

Admissions Guidelines and Application

Children's House and Primary Division

Somersfield Academy welcomes all families to make application for admission to the school regardless of gender, race, ethnicity, national origin, religious background, sexual orientation or disability. The majority of our interviews and evaluations for applicants registered for our Half-Day and Full Day Children's House programme take place in October for entry in September of the following year. Full-Day Pre-Primary and P1 applicants are assessed from October through to March of the following year. Potential students may be interviewed during the year in the event spaces become available. Spaces for the Full-day Pre-Primary and P1 positions are limited. Acceptance into the Academy is based on evidence of the family's understanding and support of our programmes, a child's readiness, the balance in each class in terms of age, gender, and diversity.

Application - Parents who have familiarised themselves with our literature, and are supportive of the Academy's programme, may submit the enclosed application form along with the **non-refundable \$100.00 application fee and a copy of their child's birth certificate.**

Open House/Tour - Parents interested in having their children join our Children's House or Primary Division will be sent an invitation to attend our "Open House" at which time there will be a presentation about the programme, followed by a guided tour with one of our Parent/Student Ambassadors. Personal tours may be arranged by appointment through our Admissions Office. Our Open House and tours provide the opportunity for parents and/or legal guardian(s) to observe children at work in our interactive classrooms, see samples of their work and learn about the importance of our key materials.

Student/Parent Visits - Parents of children registered for our **3 year old Half Day or Full Day programme** will be invited to come in for a tour and parent interview. Assessments of candidates start at the age of 4 years old. Our assessment of 4 and 5 year old applicants and the teacher's interactions provide some insight as to a child's interests, overall development and readiness for our programme. We make every effort to determine whether we can support children with specific needs in a responsible and effective way.

Reports and Portfolio - Parents whose children are registered for our **Primary Division (P2 - P6)** will be contacted when spaces become available. Parents will be requested to provide copies of their child's school reports, achievement test results, and a portfolio of their work, which should include samples from each core subject, a creative writing piece and a completed project. *Based on these submissions, a child may be invited for an assessment and spend time in the appropriate classroom so his/her responses to our environment may be observed.* Every effort is made to determine whether we can support children with specific needs in a responsible and effective way.

Placement - It is important to note that we often interview potential students in anticipation of spaces becoming available in the future. We may not be able to offer a space immediately but by completing this process, and if a place becomes available, your child would be accommodated promptly.

Enrolment - Once parents have accepted a space for their child, the 'Enrolment Agreement' and 'Schedule of Fees' (Payment Plan) must be completed, signed and returned together with a \$1000.00 non-refundable enrolment fee by the date noted on the letter of offer. Our 'Schedule of Fees' is issued annually advising of any change in tuition. If for any reason you feel that you may require financial assistance during the first three years of enrolment, now is the time to make application. Please refer to our attached Bursary Application for details.

Somersfield Academy

Children's House and Primary Application

107 Middle Road, Devonshire DV06, Bermuda
 Email: admissions@somersfield.bm

Tel: (441) 239-3345 Fax: (441) 236-9789
 Website: www.somersfield.bm

Application for School Year: _____

Children's House:

3 year old (Half - Day) - Children must attend five mornings per week; be 3 years of age by Dec. 31st of year of entry; and be toilet trained.

3 year old (Full - Day) - Children must be 3 years of age by Dec. 31st of year of entry; be toilet trained)

4 year old (Full - Day) - Children must be 4 years of age by Dec. 31st of the year of entry.

P1

Primary Division: **P2*** **P3** **P4** **P5** **P6** (in North America, P1 - P6 is equivalent to grades K - 5)

**For P2 & up, please attach previous school transcript(s)*

Child's Name (First/Last): _____ **Bermudian:** Yes No

Male Female **Date of Birth (m/d/y):** _____ **Nationality:** _____

Race (For statistical purposes only): _____

Current/Previous School Experience:

_____ **Years** _____
 _____ **Years** _____

Parent 1 or Guardian:

Permanent Residency Status: Yes No

Nationality: _____

Name: _____

Address: _____

Occupation: _____

Employer: _____

Phone: (hm.) _____ (wk.) _____

Fax: _____ Cell: _____

Email: _____

Parent 2 or Guardian:

Permanent Residency Status: Yes No

Nationality: _____

Name: _____

Address: _____

Occupation: _____

Employer: _____

Phone: (hm.) _____ (wk.) _____

Fax: _____ Cell: _____

Email: _____

Siblings:

Name	Sex	Age	Current School (if applicable)
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

How did you learn about Somersfield Academy? _____

Does your child have any siblings who have ever attended Somersfield? Yes No

If yes, when was the child(ren) at Somersfield and what were the reason(s) for leaving?

Does/Has your child participate/d in:

Speech and Language Therapy: Yes No Occupational Therapy Yes No

Learning Support and/or Academic Tutoring: Yes No If yes, in what subject(s)?

Has your child's cognitive and/or behavioral development ever been assessed? Yes * No

*If yes, what was the outcome(s)?

*The Government's Child Development Programme (CDP) provides free developmental assessments for children two years of age. You may wish to take advantage of this free service or have your family physician assess your child.

Has your child had a psycho-educational evaluation and/or specialized testing? Yes * No

If yes, please attach copy of report(s).

Is there any additional information concerning your child about which we should be aware of?

What special interests does your child have? _____

Achievement awards: _____

May we have permission to contact your child's previous school? Yes No

Parent Volunteer History: (Board Experience, Activities, Projects)

All information provided in response to this form will be held in the strictest of confidence.

Signature of Parent or Guardian

Date of Application

Application Fee: Please be sure to enclose a non-refundable fee of \$100.00 for the application cost and a copy of your child's' birth certificate and all school transcripts. Thank you.

Banking Details: Payments can be made online to the following BNTB accounts: Somersfield Academy BD\$ 20006060887473100 or Somersfield Academy US\$ 20006840887473100. Be sure to include your name in the comment box of your transaction.

Office Use Only:

Application Rec'd:	_____	Offered:	_____
Application Fee Rec'd:	_____	Reports, Portfolio:	_____
Tour Date:	_____	Achievement Tests Rec'd:	_____
Interview Date:	_____	Contract Signed:	_____
References Contacted:	_____	Deposit Rec'd	_____