



Woodford International School

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Admissions Policy

WIS Mission Statement

Woodford International School (WIS) is a community of learners that builds on each child's strengths, drawing from our diverse local context and a rich international curriculum, to develop globally ready learners equipped to shape their future and achieve their dreams.

Introduction

WIS is recognized as the only international school in the Solomon Islands. It offers an international curriculum to Solomon Islanders, and to expatriate families, primarily from Oceanic nations. WIS is a non-selective school, with a mission that supports our goal that our students develop as globally ready learners equipped to shape their future.

Admissions are open to all students, with no limit on any one nationality. The school admissions process is designed to ensure students are placed in the appropriate year level to meet their learning needs. Once students are officially enrolled in WIS, they remain enrolled provided their achievement and behaviour meet the standards of the school and the conditions of their admission, including the ability to meet fee obligations.

Nationality

The nationality of a student is determined by the place of birth of the applicant and/or the passport they hold..

English Language

WIS will enrol students whose educational needs can be met by the school. Students requiring additional support for developing their English skills may be placed into an English for Speakers of Other Languages (ESOL) programme. Students will exit the ESOL programme once they demonstrate proficiency to communicate in their year level.

Learning Support

We value children's individual growth and development and do our best to provide all students with the type of support that ensures their success. WIS is the only school in the Solomon Islands that has an inclusive student support team. Our services are provided for students with moderate learning difficulties who need support to succeed in

the mainstream class. Our programme is based on the particular needs of the students. Support may take on a variety of forms: one-on-one, small group or in-class.

During the admissions process, parents must disclose information relating to their child's ability to successfully learn in a mainstream classroom. We review each student's case individually to determine if our school can help them to succeed, and we aim to be as inclusive as possible for children with diverse needs. Failure to fully disclose special education needs or learning support history may result in termination of enrollment. If a child is admitted but is found to require support beyond our capabilities, they may be asked to withdraw.

Students who have emotional or social needs may also receive support or the parents may be requested to engage an outside agency depending on the individual's need. Please note that therapeutic services are extremely limited in the Solomon Islands.

Class Placement

A student's initial placement will be according to age using the following guidelines but may be adjusted by the Head of School or respective Principal following the review of placement tests, interview and observations of performance over the first 4 weeks.

Kindergarten	3 - 4 years old	Must turn 3 before March 31
Pre-School	4 - 5 years old	Must turn 4 before March 31
Prep	5 - 6 years old	Must turn 5 before March 31
Year 1	6 - 7 years old	Must turn 6 before March 31
Year 2	7 - 8 years old	Must turn 7 before March 31
Year 3	8 - 9 years old	Must turn 8 before March 31
Year 4	9 - 10 years old	Must turn 9 before March 31
Year 5	10 - 11 years old	Must turn 10 before March 31
Year 6	11 - 12 years old	Must turn 11 before March 31
Year 7	12 - 13 years old	Must turn 12 before March 31
Year 8	13 - 14 years old	Must turn 13 before March 31
Year 9	14 - 15 years old	Must turn 14 before March 31
Year 10	15 - 16 years old	Must turn 15 before March 31
Year 11	16 - 17 years old	Must turn 16 before March 31
Year 12	17 - 18 years old	Must turn 17 before March 31

Admissions Process

Our enrollment involves three stages:

Application

All new and prospective students are to fill out the appropriate admission form accompanied by proof of date of birth (certificate or passport), the last two school reports for students applying to enter Year 1 or above, and the required application fee of SBD \$1,500. Application forms can be collected from our main office or [downloaded here](#). In cases where an enrollment offer is not taken up or deferred, no refund will be provided and a new application and fee will be required.

Placement Test

In some circumstances after the submission of all application materials, we may require the completion of a placement test to help us get a fuller picture into a child's individual learning needs or specific content proficiency.

Interview and Review

Upon submission and collation of all appropriate information, the respective Principal or Coordinator may set up a time to interview the student and family. The Head of School will receive the final dossier to sign off before notice is given to the family.

Upon review of your child's completed application, we may also request the following:

- English language testing.
- Interview with the relevant Principal, Coordinator or HOS.
- Additional information relating to your child's previous academic experience.

Waiting List

When the number of applicants exceeds the availability of space for a particular year level, students will be placed on a waiting list. Applying students with a sibling already enrolled in the school will be given priority on the list

When space becomes available within a year level, the applicants for that grade will be reviewed and placement will be determined based on enrolment criteria and current make-up of the year level. If we cannot place the applicant by January of the following academic year, the family will be notified and will have the option to keep their child on the waiting list for the following year.

This policy is a working document, which will be reviewed and amended on an as-needs basis.