



Application for admission

<b>Office use</b>				
Birth Cert	Father ID	Last school report	Offer Place	Enrolled
Passport	Mother ID	Tested	<input type="text"/>	
Vaccinations	Residence visa			

Pupils name:

First Name

Other Name (s)

Family Name

Date of birth:  Place of birth

Day / Month / Year

Country

town

Applying to join year  Currently in year  Currently in system

British	National
American	Other

Sex M/F  Nationality  religion

Passport number /ID number  Language spoken at home

Mother's Name:  Father's Name

Main Address  Profession Business address

**Please note that it is condition of attendance that contact details are up to date and accurate.**

**If we cannot contact parents on the numbers given to us then the child will not be allowed to attend school.**

Phone

Phone

E-mail

Email

Mobile

Mobile

Emergency Contacts

Current School/Last school



Give details of  
**Medical History**

allergies , asthma , diabetes etc.  
Previous surgery ,taking medicine  
or state "none"

**Special  
Educational  
Needs**

Give details of any previous  
help ,Please attach any  
reports or state "none"

**Family details :**

**Numbers of**

Brothers

sisters

in our school Y/N

Class

**Parental Marital status**

**Married**

**Separated**

**Divorced**

**If divorced please state who has legal custody**

**official documents will be required**

**DECLARATION BY PARENT OR LEGAL GUARDIAN**

I wish to apply for admission of the above named child to The International Modern School Sayed Galal. I support all aspects of the Home

School Agreement.

I agree to pay all fees by the due date

I agree to abide by the rules and regulations of the International Modern School Sayed Galal

A parent or guardian of the child is legally resident in Egypt

**Signed** \_\_\_\_\_ **Parent / Guardian**





## **KS2 Home School Partnership**

### **Home**

- My child needs to arrive at school with the right equipment and ready to learn.
- My child will arrive in school by 07.45am to ensure they do not miss the first part of the day.
- My child must attend all areas of the curriculum and 100% attendance is expected apart from illness.
- I will inform the school of sickness at the earliest opportunity.
- I will inform the school immediately of any changes to contact details or medical information.
- I will ensure my child comes to school dressed according to the school uniform policy.
- I will provide enough healthy food and drink for a day in school or enough money to use the canteen.
- I will use the Communication Book to communicate any concerns to the Class Teacher as the first contact.
- I will check the Communication Book on a daily basis and read all information that is sent home.
- I will attend termly Parent Consultation evenings as I know they benefit my child.
- I will support the school by developing a routine for my child to complete homework as set by their teachers.
- I will speak to my child in English every day.
- I will encourage my child to take part in all learning opportunities including trips and school competitions.

### **School**

- The school is only concerned with the welfare of my child and will not resolve family disputes.
- The school will endeavour to provide a happy, welcoming and safe environment for my child.
- The school will provide opportunities to celebrate the variety of children's backgrounds.
- The class teacher will do their best to help my child reach their full potential.
- The class teacher will provide regular feedback about progress and achievements.

Please note that if these agreements are persistently broken this may lead to serious consequences at the discretion of the school.

**I accept the Home School Agreement and will do my best to adhere to the statements made here throughout the school year.**

Child's name: \_\_\_\_\_ Class: \_\_\_\_\_  
Parent's signature: \_\_\_\_\_ Date: \_\_\_\_\_

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### **Child**

- I have homework which must be completed as directed by the class teacher, including daily reading.
- I will always try my best in every lesson.
- I will behave in an appropriate manner and follow instructions from all teachers.
- I will go to bed at a sensible time on school days.

Child's signature: \_\_\_\_\_ Date: \_\_\_\_\_



## Home - School Agreement

Child's name: \_\_\_\_\_

Class: \_\_\_\_\_

You and your child are valued highly at IMSSG . To ensure that we can meet your needs we invite you to sign our Home School Agreement. Honouring this agreement ensures that we are working together to provide the best for all our students.

### **I understand and accept that:**

- all students are required to attend all parts of the curriculum.
- part time students are not accepted; 100% attendance is expected, apart from genuine illness.
- it is essential that my child attends school every day on time. I will inform the school of sickness or lateness as soon as possible.
- early sign-out disrupts my child's education and that of their peers. It must be avoided unless there is a genuine emergency. Doctor/Dentist appointments etc. must be organised outside school time.
- it is important to use the student diary to contact the school or report any concerns I may have.
- meeting with the subject teacher or form tutor at the parent consultation evenings is important.
- the school is concerned only with the welfare of the children in our care and will not be involved in family disputes. Travel on the school buses is conditional on good behaviour and cooperation with the supervisor.
- regular contact with parents, by phone, letter and through the student diary, is an important feature of our partnership. As a matter of security, we must have phone access to parents on every school day.
- contact details must be current and kept up to date.
- the language of communication is English.

### **I agree to:**

- the school's discipline policies because every child needs a happy, welcoming and safe environment in which to learn.
- make sure that my child does homework as directed by their teachers and sign the student diary each week.
- set aside a time to talk to my child about their day.
- ensure that my child goes to bed at a reasonable time in order to be refreshed and ready to learn.
- ensure that my child wears the approved school uniform which is clean and ironed.
- provide my child with essential school equipment and replace it when necessary.
- always expect good manners and presentation from my child as befits a International School.
- send my child to school every day unless debilitated by genuine illness.
- avoid early sign-out or take responsibility for the resulting disruption and my child's loss of education.
- read and respond promptly to written communications from school.
- keep my phone switched on and answer phone calls from school. I will be responsible if my child is asked to remain at home because repeated phone calls from school were not answered.

### **I accept the Home School Agreement and will support its contents.**

Parent's Signature \_\_\_\_\_





## Medical Form

**It is important for the student's welfare to complete the application form thoroughly**

1. Name of the student: _____ (First) (Father) (Family)	
2. M <input type="checkbox"/> F <input type="checkbox"/>	
3. Year Group:	
4. Class upon admission:	Academic Year:
5. Age:	
6. Home telephone:	Business telephone :
7. Mobile numbers (s):	
8. In case of emergency and if the school is unable to contact the parents, please notify: Name: _____ Relationship to student: _____ Home telephone: _____ Business telephone: _____	
9. As a parent you are responsible for all your child's future vaccinations required by the Ministry of health.	
10. Does the student suffer from one or more of the following? If so, please give details:	

	Yes	No	
Chest asthma			
Food allergies			
Drug allergies			
Diabetes			
Past history of surgery			
Convulsions due to high fever			
Other, please give details:			





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11. Is your child taking any specific medication on a regular basis? If so, please give details:


12. Please contact the school clinic if you have any other concerns.

13. If there is any reason the student cannot participate in the PE program, please give details and medical report.

**I hereby give permission for the school clinic to administer all necessary first aid and to act in case of casualties and emergencies including admittance to hospital in case of an emergency.**

Name: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_





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## **The International Modern School Sayed Galal**

### **Required Documents for Admission**

#### **Part I: The required documents for the admission process**

- Original birth certificate computer generated(Egyptian students)
- Copy of the student's passport and a copy of the residence visa valid for not less than 6 months and not a touristic visa(non-Egyptian students).
- 8 recent passport sized photos of the student.
- Copy of mother and father's ID (National Number)and copy of the passport for non-Egyptian parents.
- Original academic report from the previous school for the last academic year.
- Stamped attendance statement from the previous school starting from Year/Grade 1.
- Letter of good conduct from the previous school for students Year/Grade 6 and above.

#### **Part II: Additional documents required for those transferring within Egypt:**

In case the student is transferring from a school within Egypt you are required to present all the above mentioned documents in addition to the following:

- Attendance statement or success report for the last academic year stamped from the Educational District.
- Transfer request stamped from both the school the student is transferring from and the Educational District.
- Electronic transfer request from the previous school.

#### **Part III: Additional documents required for students transferring from abroad:**

In case the student is transferring from a school outside Egypt you are required to present all the documents in Part 1 in addition to the following:

- Attendance statement from the previous school stamped by the Ministry of Education in the country the student transferred from and then from the Egyptian Ministry of Foreign Affairs.
- Last school report stamped by the Ministry of Education in the country the student transferred from and then from the Egyptian Ministry of Foreign Affairs.
- Issuing a letter of admission from the Educational District for both Egyptian and non-Egyptian students transferring from abroad.

**I, parent of \_\_\_\_\_ hereby agree that I will present all the above-mentioned documents before the beginning of the academic year; otherwise my son/daughter cannot be considered registered at the International Modern School Sayed Galal.**

**Name of Parent:** \_\_\_\_\_

**Signature of Parents :** \_\_\_\_\_

**Date :** \_\_\_\_\_





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## Declaration

I: \_\_\_\_\_

Passport No. : \_\_\_\_\_ Profession /Business: \_\_\_\_\_

Parent of the Student: \_\_\_\_\_

Applying to join year: \_\_\_\_\_ Academic Year: \_\_\_\_\_

I have read the International Modern School Sayed Galal Application and I confirm that all the information is correct and I agree to the following:

1. I shall inform the school of any changes in the parental marital status.
2. The email and home addresses provided on the admission application form are current and correct at this time and I vow to update them immediately should any change occur. I am aware that this is a legal requirement for my child's attendance at The International Modern School Sayed Galal .

**I hereby agree:**

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

