Admissions

Introduction

CLIP is a non-selective international school, open to all students who, in the school's view, will benefit from our adapted National Curriculum for England, followed by Cambridge International Programmes and Qualifications.

CLIP admits students whose academic, personal, social, and emotional needs can be met by the school's programmes and services.

CLIP places student learning and the curriculum at the heart of its educational approach, valuing diversity and adapting teaching to individual student needs. The school uses a universal design for learning and a multilevel strategy to ensure inclusive access to the curriculum, involving flexible teaching methods, regular progress monitoring, collaboration with families, and tailored support. However, CLIP acknowledges that in some cases, it may not be the best fit for a student's overall needs, and alternative educational settings might be more suitable.

Therefore, to ensure that CLIP's educational offering is suited to the applicant, all applicants to CLIP are interviewed and assessed by the respective Director of the relevant School or their representative. A profile of each candidate is developed, which includes quantitative and qualitative data. The former involves testing results and school records, such as grade and progress reports, exam and test results, psychological and/or psychiatric assessments. Qualitative data includes student interviews, and personal observations made by staff. CLIP contacts the applicant's current school to obtain a confidential reference upon receiving the parent's authorisation.

Admissions at CLIP are tailored to process applications one academic year in advance. We do not process applications more than one academic year in advance.

Purpose

The purpose of this Admissions Policy is to outline the principles and procedures guiding student entry into CLIP – Oporto International School. Rooted in CLIP's commitment to inclusive, student-centred learning, this policy ensures that admissions decisions are made transparently, fairly, and in alignment with the school's educational philosophy and capacity. It aims to identify applicants who will benefit from CLIP's adapted National Curriculum for England and Cambridge International Programmes, while also considering the individual needs and circumstances of each student. By establishing clear expectations and criteria, the policy supports informed decision-making for both the school and prospective families, ensuring the best possible educational experience for every student admitted.

Eligibility Requirements

English is the language of instruction at all year levels. To ensure students can succeed in our English-speaking environment, we focus on their ability to access the curriculum. English as an Additional Language (EAL) support is available. When applicable, the school will also assess English proficiency

Before offering a place, CLIP will submit applicants to the KABC-II NU testing, a culturally fair ability test for all children. This test battery is an effective and individually administered measure of cognitive ability.

Admission to CLIP will be determined by the following:

- Presentation of all documents and completion of all application requirements;
- Vacancy availability.

Vacancies to initiate the admissions process are given in order of the date of application, subject to the factors below. These factors are not listed in order of priority:

- The applicant is a returning student.
- The applicant is a sibling of a current CLIP student.
- The applicant is a child of Alumni.

CLIP is a day school and does not have boarding facilities. Students must therefore reside with their parent(s) or other legal guardian in order to attend CLIP.

Learning Support

CLIP is committed to supporting students with special educational needs and those requiring additional assistance with English.

CLIP has significantly adapted its teaching and non-teaching structures to respond to students' needs. However, the school's capacity to meet these needs is limited by:

- The number of students requiring support;
- The type of support measures needed;
- The constraints of the Cambridge International Programmes and Qualifications.

Therefore, although we strive to provide the necessary resources, some needs or medical conditions may exceed our capacity. Admission decisions are made by the School Director in consultation with the Head of School and relevant academic staff, ensuring that each child can fully benefit from our curriculum. To support this process, it is essential that all applications include complete and accurate information.

CLIP reserves the right to deny admission or to review and reconsider an enrolment where any of the limitations above are identified.

Furthermore, CLIP acknowledges the importance of parental involvement, ensuring the right of parents and guardians to participate in and be informed about all aspects of their child's education. Active participation and cooperation are essential, particularly regarding learning and inclusion support measures.

Finally, even when the educational programme is appropriate for a student, additional external support may still be necessary. In such cases, when requested by CLIP, it is the responsibility of parents or guardians to ensure this support is provided, in coordination with the school. Failure to do so may render the programme unsuitable. Parents or guardians must bear the associated costs. When support is provided by CLIP's own resources, additional charges may apply, which will be communicated in advance.

CLIP reserves the right to deny admission or to review and reconsider enrolment if the necessary external support is not guaranteed and/or if parents or guardians are unwilling to bear the additional costs, as outlined in the Learning Growth and Support Policy.

Admission into Upper School (IGCSE & A-Level Exam Cycle)

The school acknowledges the rigorous nature of the Cambridge International Programmes and Qualifications. As such, admission to this programme may be more competitive, as CLIP adheres to the regulations set by Cambridge International Education. These examination requirements are independent of CLIP and must be followed.

CLIP does not accept new students into Form 10 and 12, as these year groups are at the conclusion of their IGCSE and A-Level exam cycles.

Compliance with CLIP Policies

By enrolling your child in CLIP, parents/guardians agree to comply with all school policies and terms and conditions, as outlined in the Acceptance Letter, which will be signed after confirmation of admission.

- CLIP reserves the right to reconsider admission or ask that a student be withdrawn if:
- The student's best interests and needs may exceed our capacity;
- The student's behaviour is deemed to jeopardise the welfare of the school community;
- Any significant information is withheld from the school;
- School fees are not paid in accordance with the school's administrative and financial regulations.

Admissions

Review

This policy was last reviewed in July 2025 and will be reviewed annually.