

Banjul American International School

Atlantic Road, Fajara, Serrekunda, The Gambia

Email: Director@BAISGambia.org



Tel: (220) 219 3800

Application for Admission

Please fill in all items. Type or print in block letters. If you need assistance, contact us at +220 219 3800.

Student's Name: _____ Male ___ Female ___
First Name Middle Name Last Name

Age: _____ Date of Birth: _____ Place of Birth: _____
MM/DD/YYYY City, State/Province, Country

Nationality: _____ Other Passport(s) Held: _____

Primary Language Student Speaks at Home: _____ Other Languages: _____

Applying to Grade: _____ School Year: 202__ / 202__ Application Date: _____

Other Required Documents

Please enclose the following with this application. Tick each to be sure all are included.

Scanned copies may be submitted for the initial application and provided physically at the first opportunity:

- One recent passport style (head and shoulders front-facing) photograph
- Copy of passport or birth certificate (to verify age and official name)
- Certified copies of all previous school records and reports
- Copies of external testing scores and educational psychological reports, including IEPs, etc.
- Copy of immunization/vaccination record

Family Information

Address in Gambia: _____

Guardian 1: Name: _____ Nationality: _____

Employer: _____ Agency/Dept: _____

Email (Work): _____ (Personal): _____

Gambian Phone No: _____ WhatsApp: _____ Other _____

Guardian 2: Name: _____ Nationality: _____

Employer: _____ Agency/Dept: _____

Email (Work): _____ (Personal): _____

Gambian Phone No: _____ WhatsApp: _____ Other _____

Payment Category (circle one):

Employer Paying (fully paid)

Employer Paying (partially paid)

Self Paying (no portion reimbursed)

In Emergency Contact (Name & Number): _____

Siblings at BAIS: 1) _____ 2) _____

Name Grade Name Grade

3) _____ 4) _____

Name Grade Name Grade

Learner Information

What are the student's best subjects? _____

What are the student's most difficult subjects? _____

Have teachers ever expressed concerns about the student's academic skills and/or emotional needs? ___ Yes ___ No

If so, was the student tested by a specialist? ___ Yes ___ No

Was the student referred for special classes of any kind? ___ Yes ___ No

Has the student ever repeated a grade? If so, which grade(s)? ___ Yes ___ No

Educational Background

Please list ALL previously attended schools with the most recent listed first. Kindly include dates.

Name and Address of School	From (mm/yyyy)	To (mm/yyyy)	Language of Instruction	Telephone	Email contact

Student Medical Information

In the last year has your child suffered from any of the following:

Medical History	Yes	No
Skin Problems		
Fractures		
Burns		
Surgery		
Hospital admission		
Infectious Disease		
Fever		
Asthma		
Food Allergies		
Allergies to Medication		
Tuberculosis		
Other		

Medical History	Yes	No
Neurological Disease		
Epilepsy		
Head Injury		
Eye or Ear Production		
Abdominal Complaints		
Kidney or Urinary tract problems		
Genital abnormalities		
Menstrual problems		
Diabetes		
Heart disease		
Vaccinations up to date		
Other		

Please provide documentation or explanation for any items marked "yes" above.

Current medications (name, dosage, frequency and treatment length).

Physical Activity	REMARKS
Can your child participate in competitive sports? Yes/No _____	
Can your child participate in physical education classes? Yes/No _____	
Does your child have any physical limitations? Yes/No _____	
Does your child require any special assistance? Yes/No _____	

CHILD PROTECTION AGREEMENT

Read and tick each point below to indicate the agreement of both parents with the following statements.

Physical, emotional, sexual discipline and abuse and neglect of children are harmful to their development. BAIS teachers and staff are trained to report any suspected child abuse, physical punishments, neglect, emotional and sexual abuse. BAIS parents are expected to do the same. Confirmed cases will be reported to the authorities.

- I agree to support and abide by the Child Protection Policy of the Banjul American International School.
- I will support the safety and protection of my own child(ren) and other children from abuse and neglect.
- I will act in good faith to follow BAIS's child protection policies and procedures. When in doubt I will ask a teacher or administrator for clarification about these policies and procedures.
- I will report any evidence or suspicions of abuse or neglect to school leadership or other authorities as appropriate.
- I understand that the school has the responsibility to report any significant evidence of abuse or neglect to the authorities.

Signatures: _____ Date: _____

ACKNOWLEDGEMENT of EXPECTATIONS & LIABILITY

Please read this statement and sign to confirm your agreement with each bullet point.

- My child will learn and abide by the BAIS Student Code of Conduct.
- My child(ren) and I understand that BAIS maintains a drug-free workplace. BAIS forbids both staff and students to unlawfully manufacture, distribute, dispense, sell, possess or use any controlled or illegal substances. Action (i.e. dismissal) will be taken against employees and students for violation.
- While BAIS parents and staff may be asked to provide transportation for class field trips, BAIS assumes no liability for my child(ren) while they are riding in private vehicles for such activities.
- I understand that while the BAIS will make every effort to take reasonable precautions against foreseeable injury, BAIS will not assume any responsibility of liability for any accidents caused to my child(ren) by natural disasters or during play or sporting activities while in school and its environs or on school sponsored field trips, nor will it assume responsibility for theft of my child(ren) personal belongings.
- The school disclaims any responsibility whatsoever for the welfare and safety of students who return to the school compound on weekends, dismissed with parental permission on their own reconnaissance, or after they have been handed over to those responsible to collect them at the end of the school day.
- While BAIS may inform parents from time to time about activities offered by other organizations in the Banjul area, BAIS disclaims any responsibility whatsoever for BAIS families, welfare and safety while or as a result of their entering into transactions with or taking part in these non-school- related activities.

Signatures: _____ Date: _____

PHOTO & WEBSITE RELEASE AGREEMENT

Please read and tick each bullet point to indicate your understanding.

The Banjul American International School uses pictures and student work to provide information to the school community and for public relations through the website, Twitter, Facebook and school brochure. Online publications can provide an exciting and enriching opportunity for students to publish their work. Since individuals with Internet access around the world will be able to view BAIS student work, the following standards will be met:

- The administration reserves the right to post individual student projects on the BAIS website or in marketing. Only the school e-mail address will be used for any replies if necessary.
- Only first names will be used in published work. Names of students will not be tweeted or posted on BAIS social media accounts without express consent.
- Photos in which individuals can be identified will not include names or identifying information. Pictures that are part of student work should not include identifying information.
- I give my permission to have my child's work or image displayed online within the guidelines above.

Signatures: _____ Date: _____

APPLICATION STATEMENT

Please read this statement and sign to confirm your agreement with each bullet point.

Each student admitted to Banjul American International School must have a parent or guardian (as designated in writing by parents) residing in The Gambia and taking full responsibility for the student's welfare. If parents are absent from home overnight or longer, please inform the school of temporary guardianship as well as updates on your address and telephone numbers.

The School reserves the right to refuse admission to any student who was dismissed from another school for academic, disciplinary, or other reasons. Any student/parents failing to reveal such a record at the time of enrollment may be subject to expulsion when the Director learns of the omission.

Failure to provide previous testing information which can only assist the school in working with the student is also grounds for dismissal.

Students expelled from BAIS are not entitled to a refund of tuition fees.

- I hereby make this application for admission of the student to the Banjul American International School in accordance with the terms, rules and regulations of the school. I understand there may be admissions testing prior to grade placement.
- I understand that the school may require a physician's report if any problems are indicated above or observed during the school year. I certify that all the above medical information is complete, true and accurate to the best of my knowledge.
- I understand and accept that BAIS is secular and that by BAIS Policy religious instruction is not a part of the scholastic program nor will the school premises be used for religious-sponsored activities.
- I understand that acceptance to the Banjul American International School is based on a complete review of the student's records. Testing may be necessary during my child's enrollment at BAIS, and I understand that my signature below gives the school permission to conduct testing, and that I will be informed in advance.
- In the consideration of the acceptance by Banjul American International School of the student named above, I agree to be responsible for all charges including incidental expenses. I understand that enrollment is for a full school year, that all tuition charges are due at the beginning of each trimester, and that no exemption, deduction, or rebate from tuition charges will be made in case of temporary absence, dismissal, or withdrawal after the first day of school unless withdrawal becomes necessary for reasons beyond my control such as job/family transfer or prolonged illness.
- I recognize that school privileges may also be denied for any other reason deemed sufficient by the authorities of the school, in accordance with its published regulations. Should the school find it necessary to close at any time during the school year due to reasons beyond its control, I understand that fees paid to the school will not be refunded.

For Office Use Only

Date Received: _____ Application Fee Paid _____

Records reviewed by: _____ Screening by: _____ Date: _____

Notes: _____

Admissions Decision: ___ YES ___ NO Grade: _____

Payment Category: Employer Paying Partial Employer Paying Self Paying

1st Day of School: _____ Family ID: _____ Student ID: _____

Initial and date after task is completed

_____ Admission Letter: Print, scan, send

_____ Invoice: Print, scan, send

_____ Student data entered in Database

_____ Teachers & PTO informed

_____ Student physical file set up

_____ Student digital file set up

_____ Handbook/other forms shared

_____ Additional forms collected