

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, please do not hesitate to contact us.

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

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

Applying to Grade: _____ School Year: 20____/ 20____ Application Date: _____

Family Information

Address in Gambia: _____

Emergency Contact Name & Number(s): _____

Nationality: _____ Other Passport(s) Held: _____

Primary Language Spoken at Home: _____

Siblings at BAES: 1) _____ 2) _____
Name Grade Name Grade
3) _____ 4) _____
Name Grade Name Grade

Guardian 1: Name: _____ Nationality: _____

Employer: _____ Agency/Dept: _____

Email (Work): _____ (Personal): _____

Office Tel: _____ Mobile No: _____ WhatsApp: _____

Guardian 2: Name: _____ Nationality: _____

Employer: _____ Agency/Dept: _____

Email (Work): _____ (Personal): _____

Office Tel: _____ Mobile No: _____ WhatsApp: _____

Student 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 -- most recent first and include dates. Attach separate sheet if necessary.

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

Other Required Documents

Please enclosed the following with this application. Tick each that you have included.

Scanned copies may be submitted for the initial application and are to be 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**

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

- | | | |
|--|--------|--|
| Participate in competitive sports? | Yes/No | |
| Participate in physical education classes? | Yes/No | |
| Any physical limitations? | Yes/No | |
| Any special assistance needed? | Yes/No | |

CHILD PROTECTION AGREEMENT

Sign below to indicate your agreement with the following statements.

- 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.**

Photo and Website Release Form

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. The website provides an exciting and enriching opportunity for students to publish their work, such as a story, poem, drawing, research project or a computer multimedia project. Individuals with Internet access around the world will be able to view BAIS student work. Before publishing photos and student work on the website or in the brochure written parent approval is required.

BAIS Website and Brochure Standards

- The administration reserves the right to review and approve each individual student project being posted on the BAIS website.*
- Only first names will be used in published work.*
- Pictures that are part of student work should not include identifying information. Only the school e-mail address will be used for any replies if necessary.*
- Names of students will not be tweeted or posted in the BAIS Twitter and Facebook account.*
- Individual and group photos where individuals can be clearly identified will not include names or other identifying information.*

Application Statement

Please read this statement before signing your application

Each student admitted to Banjul American Embassy 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 BAES are not entitled to a refund of tuition fees.

I hereby make application for admission of the student to the Banjul American Embassy 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 information is complete, true and accurate to the best of my knowledge.

I give my permission to have my child's work or image displayed on the BAIS website within the guidelines listed above. I give BAIS permission to use my child's work and/or photo as outlined in the standards listed above.

I understand that acceptance to the Banjul American Embassy School is based on a complete review of the student's records. Testing may be necessary during my child's enrollment at BAES, and I understand that my signature below gives the school permission to conduct appropriate testing, and that I will be informed in advance.

In the consideration of the acceptance by Banjul American Embassy 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.

Signature: _____

Date: _____

Signature: _____

Date: _____

For Office Use Only

Date Received: _____ Records reviewed by: _____

Director Appt. : _____ Screening by: _____ Date: _____

Notes: _____

Notes: _____

Admissions Decision: ___ YES ___ NO

Grade Placement: _____

1st Day of School: _____

Family I: _____ Student ID: _____

Initial and date after task is completed

- _____ Student data entered in Team Drive Database
- _____ Teachers & PTO informed
- _____ Admissions Letter Printed and Scanned
- _____ Invoice Printed and Scanned
- _____ Admission Letter and Invoice to Guardians
- _____ Additional forms completed and collected
- _____ Student physical file set up
- _____ Student digital file set up