

## ASSESSMENT GUIDE

### **Why do we assess?**

At the Royal Grammar School, Guildford in Qatar our aim is to provide an outstanding education that encourages each child to develop to their full potential in the classroom, and also personally, socially and emotionally.

An RGS student enjoys participating in and contributing to all areas of school life; is respectful of others; has pride in themselves and their school; is a good team player; and will develop a positive self-awareness and the confidence to express themselves well.

### **Are we the right school for your child?**

Selecting the best school for your child is all about finding a school where your child will be happy. In order for your child to succeed in school, he/she should be in the right environment that makes them happy and fosters their love of learning. Assessing pupils for places at the Royal Grammar School Guildford in Qatar helps us to understand not only whether your child would fit in well with our school, but also whether we would be providing the best learning opportunities for your individual child.

We are an inclusive school, but operate a selective admissions policy, based upon the identification of pupils whose enthusiasm for learning, academic level and personal development appear to match the ethos and standards of the School. It is important that the educational vision and expectations of all families who join the School align with those of the RGS Guildford in Qatar.

We follow the British Early Years Foundation Stage curriculum for Pre-Prep children, aged 3 to 5. For older children the UK National Curriculum forms the basis of our Prep and Senior School teaching and learning, with enhancements made through specialist teaching of music, sport and languages.

### **What is the format?**

Admission is by assessment, however, the process has been designed to be as informative, friendly and personal as possible and to reduce the stress of assessment for both parents and children.

Whilst assessing the children is essential, we are also aware that anxious children are unlikely to be able to perform to their best ability. Therefore, we aim to ensure that all of the children are happy and relaxed throughout the assessment and we start each assessment by speaking to the children about their likes and interests and getting to know them as individuals. Although this takes time, especially when assessing a large number of children throughout the year, we feel it is essential to welcome each child in this way and treat them as individuals. Building a relationship with the child and parents starts the moment they enter our school for assessment.

Assessments for children starting in **September 2019** will take place individually or in small groups. These assessments will be conducted, wherever possible by Mr. Downs, Head of School or by Mrs. Anna Stuart, Deputy Head of School.

Early Years assessments will usually be 20 to 30 minutes in length and 45 minutes for Key Stage 1 and 2, while Senior School pupils should allow approximately two hours for assessment. Times are approximate as we understand that while some children take time to warm-up, most children quickly settle into the environment and enjoy a positive experience.

The activities are designed to be short, appealing and age appropriate. The children are encouraged to do their best and are praised for effort.

For those children who are being assessed for an immediate start, if required, some may be invited to a 'taster session' at the RGS. Children will join a class for a morning session from 7.30am – 9.05am and participate in classroom activities.

### **Early Years (Pre-Prep)**

#### **Nursery (3 years +) and Reception (4 years +)**

Our assessments for children entering Early Years are informal and play based. Children are observed at play within the classroom setting and usually have so much fun they don't want to leave! Children's general language skills will also be observed, focusing on how they communicate with others in the room and if they are familiar being in an English language environment.

We recommend that, where possible, such observations take place at your child's current nursery. Our Head of School or Deputy Head will happily visit your child at his/her Nursery (on a Monday and/or a Wednesday), at a time which is mutually convenient. This ensures the observation takes place in a setting familiar to your child, where he/she feels comfortable and secure. It can also be more convenient for parents as they do not need to attend the assessment and can drop their child at Nursery as normal.

### **Key Stage 1 and 2 (Prep)**

#### **Year One (5 years +) to Year Six (10 years +)**

Prep School pupils who visit us at the RGS for their assessment will meet with the Head of School, Mr. Downs or Deputy Head of School, Mrs Anna Stuart. Children will be asked to complete a variety of activities, including Reading, Writing and Maths. The results of these activities provide a reflection of current learning but are only part of the overall assessment. There will also be an opportunity for Mr. Downs and Mrs. Stuart to learn more about each child through questions about their interests outside of academic learning. During the assessment we will be reflecting on your child's engagement with others, language and communication skills and their approach to learning.

### **Key Stage 3 (Seniors)**

#### **Year 7 (11 years +) and Year 8 (12 years +)**

As with our Prep School pupils, Senior School pupils who visit us at the RGS for their assessment will meet with the Head of School, Mr. Downs or Deputy Head of School, Mrs. Anna Stuart. Children will be asked to complete an online assessment in our IT suite or on a school laptop. There will also be an opportunity for a tour of the School and informal conversations with Mr. Downs and Mrs. Stuart.

#### **Please note:**

- All assessments are delivered in English as this is the language of learning in most instances at the RGS.
- We ask that parents inform the School, prior to the assessment, if their child has any Special Education Needs (SEN), so that appropriate arrangements may be made.
- For Pre-Prep and Prep assessments parents are asked to remain in school during the assessment, however, parents are not permitted to enter the classroom with their child for Prep

assessments. For Pre-Prep children, parents are welcome to sit alongside their child if it makes their child feel more comfortable.

- Our staff are all experienced at striking up a rapport with young children. However, if for any reason your child is unable to separate at the appointed assessment time, we will be happy to schedule your child's appointment for another time.
- The decision to admit your child is made after we have considered all aspects of the application and is subject to availability of places.
- Parents will be informed of assessment results within two weeks of the assessment taking place.

### **When will the assessment take place?**

At the RGS we understand the importance of selecting the right school for your child and appreciate how hard this decision can be. Assessments are scheduled on Mondays and Wednesdays throughout the academic year.

Most of all we wish for the assessment process to be a positive experience for you and your child. Regardless of the outcome, we seek to ensure that every child has an enjoyable time and is cared for with warmth and respect throughout and treated as an individual.

We look forward to meeting you and your child.