NEWTON INTERNATIONAL SCHOOL

West Bay BRANCH

P.O. Box: 8449 Doha – Qatar
Tel: +974 44110014 Fax: +974 44935508, Mobile: 55868352.
E-mail: info.westbay@newtonschools.sch.qa
registrar.westbay@newtonschools.sch.qa
Website: http://newtonschools.sch.qa

Application Form 2020-2021

(All details must be completed)

Personal Information

Child's First Name	
Family Name	
Date of Birth	DD/MM/YY
Religion	
Gender	Male ☐ Female ☐
Nationality	
Passport No.	
Child's Qatar ID No.	

Attach child's recent photograph here

Previous Schooling

Name & Address of School	Dates attended	Reason for Leaving	School report(s) available
	From: To:		Y ☐ N ☐
Name & Address of School	Dates attended	Reason for Leaving	School report(s) available
	From: To:		Y ☐ N ☐

Sibling Information

Please provide details of brothers and sisters currently or previously attending this school

Name	Current pupil?	Class
	Y ☐ N ☐	
	Y ☐ N ☐	
	Y ☐ N ☐	
	Y ☐ N ☐	

Office Use Only

Registration Paid ☐	Receipt No.	Date:
Application Date:	Starting Year Group:	Start Date:

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Contact Details

Father's Details

First Name		
Family Name		
Nationality		
Passport No.		
Qatar ID		
Contact details	Email:	Mobile:
Employment	Occupation:	Employer:

Mother's Details

First Name		
Family Name		
Nationality		
Passport No.		
Qatar ID		
Contact details	Email:	Mobile:
Employment	Occupation:	Employer:

Residence Details

Area of Residence	
Postal Address	
P.O. Box No.	

Application Policy & Procedures

Step 1: Complete the application form accurately and in full

Step 2: Present the following documents to the school:

☐ 4 recent passport photographs of child

☐ Copy of child's Birth Certificate*

☐ Child's Health Record from Government Health Centre *(applicable to F1, F2 & Year 1 only)*

☐ Copy of child's passport*

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☐ Copy of both parent's passports*

☐ Copy of Residency Card and Qatar ID for child and both parents*

☐ Copy of child's Immunisation/Vaccination Record*

☐ Completed (signed) Medical & Allergy Form (enclosed)

☐ Letter of Employment from the Sponsor's Workplace *(if applicable)*

☐ Completed Home School Agreement (enclosed)

☐ Current school report and previous end of year report.

*Please note all school reports issued overseas must be attested from Qatar Foreign Affairs.

**Original documents must be seen by the school*

Step 3: An assessment date will be agreed

Only when Steps 1 & 2 have been completed in full, will the school arrange an assessment of your child.

On the day of an assessment, parents are expected to pay the Entrance Test Fee (non-refundable) in advance of the test being administered by our assessment team.

On the day of the test, a school place may be offered however the school may inform you that the offer is pending the approval of the Principal in which case the school will inform you within 2 working days of the decision.

Step 4: School Place Offer

When parents accept a school place for their child, they are expected to pay the one-off Registration Fee (non-refundable) and the agreed deposit as set out in our Fee Regulations (enclosed).

The school place is offered based on the outcome of the assessment combined with the most recent school reports (completion report) attested by the Office of Foreign Affairs in Qatar.

Step 5: Start Date

Having successfully completed Steps 1-4 above, the school will agree the appropriate start date which will be a minimum of 2 working days from the date when the place was offered.

Please note that once the academic year starts, the school place is reserved for a period of 2 weeks only.

Parents are advised to inform the school in writing of a delayed start date. In such cases, parents are expected to pay the term fees in full in advance. Failure to do so may lead to the offer of a school place being rescinded.

Repeating a school year

NIS West Bay reserves the right to insist that a child repeats the year (grade) if they fail to achieve an appropriate standard required in order to proceed to the next year group (grade) based on the non-objection letter signed by parents in accordance with the Ministry of Education and Higher Education directives.

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Undertaking

In the event of my child taking up a place at Newton International School, I hereby undertake and agree that:

1. I will pay all fees in advance on a termly basis and I understand that there will be no reduction in fees due to my child's absence from school.
2. I will pay the required Registration Fee which cannot be refunded under any circumstances.
3. I understand that the deposit will not be refunded if I fail to complete a withdrawal form at least 1 full month in advance if I intend to withdraw my child from NIS West Bay.
4. If I withdraw my child or children due to my termination of employment, tuition fees can be partially refunded providing the necessary documents are submitted by me, within 1 month of the withdrawal date (registration fees non-refundable).
5. To transfer to another Newton School, I need to sign and submit a transfer form to the registration department between 15th January – 31st January of each year. Transfers will take place based on preferences and availability and no transfer fees are applicable.
6. Newton will ensure a school place in any preferred branch if the next school year (grade) is not offered in the current branch. In such circumstances, I need to sign and submit a transfer form to the registration department between 15th January – 31st January.
7. To transfer to another School in Qatar, I need to sign and submit a transfer form to the registration department between 15th January – 31st January of each year.
8. A Vacancy Letter is required from the new school in order to successfully complete the transfer.
9. The transfer will be completed after all due payments are made by me.
10. I understand that I will be liable for a new registration fee if we decide to return to another Newton School after transferring to another school in Qatar.
11. I absolve Newton International School, its employees and its agents from any responsibility for:

- The loss of valuables.
- Accidents or mishaps occasioned by participating in normal school life including (but not confined to); organised sports, gymnastics, informal play, practical and craft work.
- The welfare and safety of my child outside the normal timetabled day and/or in activities supervised by members of staff of Newton International School.
- Newton International School will not be responsible for the safe delivery and collection of children to and from school.
- Any resulting accident or mishap should my child take unilateral action which is extra-curricular and without permission.

I have provided accurate information in order to complete this application and I have read and fully understand the terms and conditions above.

Name Signature	Date	Relationship to the child

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NEWTON INTERNATIONAL SCHOOL

Home & School Agreement 2020-2021

All members of the Newton International School, West Bay community: staff, parents and children will commit to working together to achieve the following mission.

> ***To provide the highest quality of education possible for students of all abilities. In doing so, we aim to positively encourage each student to achieve academic excellence, enjoy creative diversity, develop critical thinking skills and become lifelong learners and responsible citizens.***

To achieve this, we will provide a diverse education in a safe, supportive environment that promotes self-discipline and motivation. We will provide and maintain a calm, trusting and caring atmosphere where teaching and learning are meaningful and developed. We will work in partnership with our staff, students, parents and wider community to achieve our vision.

We will do everything to ensure that:

- Positive relationships are promoted at all levels to reduce any barriers to learning;
- Teaching is of the quality that leads to outstanding progress for all children;
- The curriculum will be inspiring, meaningful, and relevant helping all children to develop aspiration, achieve their potential and prepare them for later life.

We will:

- Care for your child's well-being, learning and enjoyment;
- Contact you if we have any concerns with your child's attendance and punctuality;
- Inform you of any concerns we have related to your child's well-being, learning or behaviour;
- Have the highest expectations of your child.

Parents will do everything to ensure that:

- They uphold the school values at all times, whilst here at Newton International School, West Bay;
- Their child attends this school every day and on time in accordance with our attendance policy;
- They do not send their children into school if they are sick and will respond to the school should we call you to collect your child during the school day if necessary;
- Their child is independent, including when they attend the bathroom;
- Accept the advice of the teacher and leadership of the school and keep their child at home until he/she is self-reliant when attending the bathroom;
- Their child wears their NIS West Bay uniform correctly every day;
- Their child is prepared and attends NIS West Bay with the correct equipment e.g. pencils, rulers etc.;
-

مدرسة نيوتن العالمية
NEWTON INTERNATIONAL SCHOOL

- Their child is provided with a nutritionally balanced and appropriate amount of food each day which will not include chocolate, cakes, biscuits, chips, fizzy drinks and flavoured milk;
- Their children are well-rested and ready to learn;
- Their child completes all home-learning tasks within the time frames given;
- Their children only bring with them the books that they need each day;
- Their children attend educational field trips and excursions organised by the school;
- They attend the NIS West Bay Parents' Meetings and will accept the advice and guidance offered by teachers;
- They support the NIS West Bay's Behaviour for Learning policy and approach;
- They will use the correct procedures to raise any concerns regarding their child's education;
- They will ensure that the school is provided with current emergency contact numbers and email address.

Children will:

- Consistently give their best and help others to do the same;
- Read regularly and practice their spellings and tables;
- Politely, ask for help when they need it;
- Wear their uniform correctly, with pride;
- Adhere to their NIS West Bay's Behaviour for Learning expectations;
- Complete all home-learning to the best of their ability and on time;
- Work with NIS West Bay to eradicate all forms of bullying.

I have read and understood my role in committing to this agreement:

_____ Class teacher _____ Child

In addition to this agreement I give permission for my child to be photographed at school during learning and celebrating success. I also give permission for these photographs to be used to promote the school.

_____ Parent 1 _____ Parent 2

Date: September 2019

NEWTON INTERNATIONAL SCHOOL (West Bay - KG)

FEE REGULATION FORM Newton International School has three terms per year. The tuition fees set out below are quoted per term and are payable in advance, prior to the commencement of term to which they apply.

- Payment methods are by credit/debit card and electronic transfer. Deposit/Transfer the fees to Qatar National Bank. Details are:
- Newton International School, A/c No: 0011-010422-002, for transfers outside of Qatar (Swift Code: QNBAQAQA). (IBAN QA08 QNBA 0000 0000 0011 010422 002) Present the deposit slip to the Accountant after deposit.
- If a student is admitted in the first half of a term, a full term's fees will be charged.
- If a student is admitted in the second half of a term, half term's fees will be charged.

Non-Refundable Entrance Test Fee		**QR. 216/-**
Non-Refundable Registration Fee When parents accept a place at Newton International School, the one-off Non-refundable Registration fee Qr.2162/- and a deposit of Qr.3000/- (deductible from Tuition fee) is payable for each student entering the school to secure the place.		**QR. 5,162/-**
Foundation 1	**QR. 5,900 per term**	**QR 17,700 per year**
Foundation 2	**QR 8,017 per term**	**Qr.24,050 per year**

√ School excursions are NOT included in the fees.
√ School Bus transport is NOT included in the fees.
√ School uniform is NOT included in the fees.

School withdrawal policy

Please refer to the stipulations as set out in the Undertaking in the application form.

- Timely written notification is required if your child is to withdraw from Newton International School. Please refer to the Undertaking for full withdrawal procedure requirements (If the student will be withdrawn from Newton School a full term's notice is to be given. If no such notice is given, a full term's fees will be payable. Tuition Fees for a particular term has to be paid even if the child remains absent for that term.

AGREEMENT

(To be signed and returned to the School Reception with the Application Form).
I have read the above regulations and agree to honour them. I understand that as the parent/guardian of the student, I am responsible for the payment of fees if a place is offered and accepted.

Name of applicant/student……

Name of parent/guardian……

Date:…… Signature:……

NEWTON INTERNATIONAL SCHOOL (West Bay - Primary)
FEE REGULATION FORM

Newton International School has three terms per year. The tuition fees set out below are quoted per term and are payable in advance, prior to the commencement of term to which they apply.

- Payment methods are by credit/debit card and electronic transfer. Deposit/Transfer the fees to Qatar National Bank. Details are:
- Newton International School, A/c No: 0011-010422-002, for transfers outside of Qatar (Swift Code: QNBAQAQA). (IBAN QA08 QNBA 0000 0000 0011 010422 002) Present the deposit slip to the Accountant after deposit.
- If a student is admitted in the first half of a term, a full term's fees will be charged.
- If a student is admitted in the second half of a term, half term's fees will be charged.

Non-Refundable Entrance Test Fee		**QR. 211/-**
Non-Refundable Registration Fee When parents accept a place at Newton International School, the one-off Non-refundable Registration fee Qr.**2101**/- and a **deposit of Qr.3000/- (deductible from Tuition fee)** is payable for each student entering the school to secure the place**.**		**QR. 5,101/-**
Year 1- Year 6	**QR. 9,134 per term**	**QR 27,400 per year**

√ School excursions are NOT included in the fees.
√ School Bus transport is NOT included in the fees.
√ School uniform is NOT included in the fees.

School withdrawal policy

Please refer to the stipulations as set out in the Undertaking in the application form.

- Timely written notification is required if your child is to withdraw from Newton International School. Please refer to the Undertaking for full withdrawal procedure requirements (If the student will be withdrawn from Newton School a full term's notice is to be given. If no such notice is given, a full term's fees will be payable. Tuition fees for a particular term has to be paid even if the child remains absent for that term.

AGREEMENT

(To be signed and returned to the School Reception with the Application Form).
I have read the above regulations and agree to honour them. I understand that as the parent/guardian of the student, I am responsible for the payment of fees if a place is offered and accepted.

Name of applicant/student……

Name of parent/guardian……

Date:…… Signature:……..

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NEWTON INTERNATIONAL SCHOOL

Joining Date: _____ Year/Class: _____

MEDICAL FORM				
Full Name				Attach Passport Photograph Here
Gender	☐ Male ☐ Female			
Date of Birth				
Blood Group				
Father's Name				
Work or Home Tel No.		Emergency No.		
Mother's Name				
Work or Home Tel No.		Emergency No.		

PERSONAL HEALTH HISTORY

Childhood Diseases	☐ Measles	☐ Meningitis
	☐ Chicken Pox	☐ Poliomyelitis
	☐ Mumps	

Medical Illness	☐ Asthma	**>Allergies: Please State**
	☐ Kidney Problem	☐ Medicine _____
	☐ Epilepsy	☐ Food _____
	☐ Heart Problem	☐ Others _____
	☐ Urinary Disorder	**>Error of Refraction (Sight)**
	☐ Cancer	☐ With Corrective Glasses
	☐ Diabetes	☐ Without Corrective Glasses
	☐ G_6PD	
	☐ Nose Bleeding (Epistaxis)	**>Other Medical Illness: Please State**
	☐ Hearing Problem	_____

Is your child taking regularly any medication?	☐ Yes	☐ No
If yes	_____	
When was your child last Dental Check Up?		
Does your child have any previous surgical operations?	☐ Yes	☐ No
If yes	_____	
In case of Emergency, please contact: (If you cannot be reached)		
Name:	_____	
Telephone:	_____	
Relationship to the child:	_____	

As a parent/guardian, I authorize the school attending pediatrician/Nurse to seek appropriate treatment for my child in case of medical emergency that may endanger my child's life.

This authority is granted after a reasonable effort has been made to reach me.

_____ _____

Parent/Guardian Date

مدرسة نيوتن العالمية
NEWTON INTERNATIONAL SCHOOL

Allergy Reaction Form

Child's Name: _____ **Age:** _____

Year / Class: _____

Gender: ☐ **Male** ☐ **Female**

Emergency Contact Numbers:

Father _____

Mother _____

Specific Allergy : *Please State*

☐ Medicine _____

☐ Food _____

☐ Others _____

Symptoms that an allergic reaction is occuring in your child: _____

Any medicines to be taken in case of allergic reaction occurred: _____

Dosage: _____

Route: by mouth, skin (location) _____

Possible Side Effects _____

Special Handling / Storage instructions: _____

_____ _____

Parents Signature **Dated**