

Al-Madani Independent Grammar School (AMIGS) for boys



AL-MADANI
INDEPENDENT
GRAMMAR SCHOOL

Admission Policy 2024-2025

The Al Madani Independent Grammar School (AMIGS) for boys is a selective single entry secondary school. Parents who would like to send their son to this school may visit the school by making an appointment. AMIGS has an open-door policy for admissions. Notwithstanding our Islamic ethos, applicants are encouraged to apply from any faith or nonfaith background.

Application

Application for a place at the school can be made using the school application form. This can be downloaded from the website or requested via the school's office email. Verbal applications are not accepted as a valid. We welcome applications for Year 7 in the first instance, and in-year applications for years 7, 8 and 9 by candidates who have not previously sat our exams for that year. **We do not accept applications for years 10 and 11.**

All applications received will be processed on a first come first served basis. The maximum intake for all year groups is 24.

There is a non-refundable application fee of £100, which must be paid when submitting the application form. At the time of submitting the application form, please ensure that you have the following documents with you:

- The original copy of your son's birth certificate.
- A form of ID or such document that confirms your home address.
- Your son's two most recent school reports from the school he last attended.

Examinations and interviews

Any applicant seeking admission to AMIGS will need to demonstrate their ability and aptitude through the testing process. This process is based on performance in the examinations undertaken and a formal interview that parents must attend with their sons. The entrance examination comprises tests in English Language, Mathematics and Islamiyat. Any entrant not having gained the aggregate marks to pass the exams, will not proceed to the interview stage. The school will also not enter into correspondence with any entrant or his guardian(s) to furnish detailed feedback about what was done / points for development and so on, in any aspect of the exams, save and except for feeding back the 'pass' or 'fail' email notification as part of our process.

Any entrant not having passed the exams, will not be permitted to re-sit that year's exam and will not advance to the interview stage. The interview stage aims to explore different aspects of a candidate not tested in the written exams.

The entrance exam can only be sat once for any particular year.

Exam dates are published well in advance. AMIGS will not be responsible for anyone being absent on the day of the exam. The application fee is not an exam fee; and there will be no refund in the event of a candidate's absence during the exams for whatever reason. There will also be no alternative exams timings.

Offer and enrolment

Applicants who have 'passed' and proceeded to the interview stage are subsequently ranked and the first twenty-four are offered a place at school.

Those interviewees who were unable to secure a space in the first twenty-four, would either be offered a space on our waiting list or be informed that no offer of a space would be made. The waiting list is revisited on the occasion of any pupil not taking up a place or leaving the school.

If it is determined that false or misleading information was presented at application and enrolment, any offer of a place made to a candidate will be retracted, and he will not be allowed a place at AMIGS.

Outcome of exams and offers is not subject to appeal as the tests and criteria are objective, double marked, and the interview is conducted by more than one individual to ensure moderation.

Additional considerations

For candidates who have consented to be on the waiting list, the following are taken into consideration:

1. Those who have siblings attending the school
2. Sons of staff working for the school.
3. Boys who have attended Muslim Primary Schools

Securing the place offered

Parents can secure their son's place at the school by paying the required tuition fees at enrolment. Fees are reviewed and communicated at the end of the Spring Term. The 2023-2024 academic year's tuition fee is £4900 per annum. Additionally, in the first year, a non-refundable registration of £100 is payable to the school. If the student leaves and re-applies at a later date they are subject to another re-registration fee if successful.

A parent of a first-time student will pay tuition fees as follows:

First term payment of fees together with registration fee as determined for that year.

Note: successful in-year candidates, will make payment as outlined in their offer letter.

Fines, defaulting and notices

If there are fines or money that needs to be paid to the school, and if parents do not make payments, reminders will be sent out and payment will need to be made according to the time stipulated by the reminder. Chasing up payments and reminders will incur an admin fee that will be communicated to parents defaulting on payments. Parents who fail to make payments after reminders will not be allowed to send their children to the school until their account is satisfactorily updated, in the estimation of our admin.

Parents **must** give the school **three** months' written notice if they wish to withdraw their child from the school. If they decide to leave without observing the notice, they will need to pay the full fees for the **three** months. If the pupil is leaving due to disciplinary actions, this termination from attending the school will be on the decision of the Governing Body.

Parental Professional Responsibilities:

- When parents/carers agree to admit their sons, they agree to adhere to all school rules, policies and procedures; and they accept that all the books used and subjects being taught are in line with our curriculum policy.
- There will be no canvassing of parents' personal views about the running of the school with other parents. If parents confront other parents with concerns, they are asked to direct them to the Headteacher. They must be advised to follow the complaints procedure according to the school policy and their personal views should not be shared with them.
- Parents and their sons are not allowed to speak to other parents and pupils where the discussion conveys a message that the school is not following Islamic principles. We expect parents to speak to the school Headteacher about any of their concerns. All concerns are addressed and outcomes are based on the school policies.
- Parents' sons will have to attend all classes, all activities and take part in all assessments and not share their views about the curriculum with teachers and other students that bring the School's Islamic principles into question. This does not stop them from asking questions that help them learn the subject from the different schools of thought in the lesson. AMIGS teaching approach is 'non partisan' and does not impose the practice of any particular school of thought.
- If any staff member of AMIGS speaks to you about their views of the school curriculum thereby questioning the Islamic principles of the school, then you must advise them to speak to their employer (AMIGS) about that and explain to them that it is unprofessional for them to discuss the same with parents.

Policy updated: February 2024

Policy Review: February 2025