



School Board Policy

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1.0 School Legal Status

- 1.1** Knowledge Gate International School is a legally recognised school in the Sultanate of Oman. It is also operated pursuant to a Ministry of Education License under its owning entity, Comprehensive Education Projects Co., C.R. 1135787 incorporated under the laws of the Sultanate of Oman.
- 1.2** Knowledge Gate International School operates under the laws of the Sultanate of Oman under a corporate charter and statutes approved by the Ministry of Education.
- 1.3** The laws and the corporate charter charge the Board with the responsibility to finance, establish, organise and maintain the School.
- 1.4** The laws also confer on the Board and the Executive Principal the authority to develop policy and to make regulations for the transaction of school business and for the orderly administration of the affairs of the school system.
- 1.5** Governance of the School is the responsibility of the School Board of Directors (SBOD)
- 1.6** Knowledge Gate International School is registered with the Oman Ministry of Education and registered under license number 2017/287.

2.0 The School's guiding statements

2.1 KNOWLEDGE GATE INTERNATIONAL SCHOOL AIMS

Knowledge Gate International School delivers an outstanding affordable premium British-style education through an exciting and broad curriculum offering, underpinned by a wealth of opportunities and international best practice as a member of *Inspired*, the only global premium education group in Oman.

KGIS students are inspired and equipped to be pioneers of their own future who thrive with purpose in a rapidly changing world. Our unique future-focused curriculum enables our young people to be resilient, innovative and ingenious. To be a KGIS student is to be a confident global citizen who can and will make a difference.

KGIS works with all members of our school community to meet these objectives:

- To pursue academic excellence where all students achieve the highest possible academic outcomes;
- To foster the belief that learning is limitless, developing curiosity and the skills that support a lifelong passion for learning;
- To develop each student's emotional intelligence and attitudes to form effective relationships within and beyond school;
- To develop internationally-minded, active young citizens who have an informed social conscience and take an interest in the world around them;
- To promote an appreciation and understanding of a wide range of cultural influences, and a willingness to participate in and respond positively to artistic, musical, sporting and cultural opportunities;
- To provide a happy, safe and secure working and learning environment where young people can express themselves with confidence, where differences are celebrated and everyone is welcome ;
- To promote loyalty, pride, spirit, belonging and caring through a House and Homeroom system that ensures no one is overlooked, that all students are known, and their achievements are recognised and celebrated;
- To provide an inclusive learning community where all students are recognised as individuals and appreciated for their own unique personality and talents.

2.2 KGIS Mission Statement

KGIS believes the world would be a better place if every child can thrive with purpose and pioneer their own future

2.3 KGIS definition of International-Mindedness

At Knowledge Gate International School, we are proud to be an international school and make every effort to incorporate international-mindedness into everything we do.

The term 'International-Mindedness' is understood within the KGIS community of staff, students and parents as:

- Nurturing in every student an open and enquiring mind
- A caring and principled attitude towards people and the environment
- Shared universal values appropriate to a life lived well in any community
- High linguistic proficiency in English and an additional foreign language
- An ability to communicate, cooperate and collaborate with people from different cultural and national backgrounds
- An ability to adapt and find fulfilment in a competitive and highly technological world
- A unified sense of commitment to community, global sustainability and solutions

24 Inspired Education Group

Inspired is a leading global premium schools group educating over 55,000 students across an international network of over 70 schools on 5 continents.

All the *Inspired* schools are individually developed and designed in response to their environment and location, delivering an excellent education to their respective communities.

PHILOSOPHY

OUR *INSPIRED* APPROACH TO EDUCATION

Inspired sets a new standard in private education with a dedication to excellence permeating every aspect of the school. Integrating innovative, challenging and enriching academic, performing arts and sports programmes, *Inspired's* students leave with outstanding academic results, a love of learning, confidence and a firm value system that arms them to embrace the challenges life throws at them in their future endeavours.

The *Inspired* Approach to Education

Lateral thinking, comprehension and innovative application of skills and concepts are central to the *Inspired* approach to education.

A child's education is the single most important consideration for any parent

At *Inspired* we believe that it is an individual's total educational experience that instills the knowledge, attitudes, beliefs and values that they will carry with them for life.

We believe that this set of knowledge, attitudes, beliefs and values, instilled by education, will form the basis of how we approach the future

These are the foundations on which we build and plan our lives. The effects are long-term and the consequences far-reaching.

At *Inspired* we instill a sense of pride, responsibility, honesty and integrity in our students

We believe education is the catalyst for personal growth, development and achievement.

An *Inspired* education extends beyond the confines of traditional academia to tuition in life and communication skills, study methods and time management. We firmly believe it is vital that our students are adequately equipped to meet life's challenges in a globally competitive world.

“Integrating innovative, challenging and enriching academic, performing arts and sports programmes.”

3.0 KGIS Governance and Management

- 3.1 Knowledge Gate International School is owned and managed by the *Inspired* Education Group.
- 3.2 The KGIS Executive Principal manages the school on a day to day basis with the Senior Leadership Team in accordance with the procedures, policies and budgets set by *Inspired*.
- 3.3 The KGIS team reports on a weekly basis to the *Inspired* Middle East CEO and Regional Education Director.
- 3.4 The school is accountable to the Governing School Board of Directors (SBOD) for its performance and quality in the following ways:
 - 3.4.1 Formal appraisal of the Executive Principal conducted by an *Inspired* SBOD member at the beginning of the academic year including a mid-cycle and end of year review, during which all aspects of school performance are reviewed.
 - 3.4.2 Through the provision of a formal termly reporting mechanism to SBOD that requires the inclusion of evidence of students' achievement and teachers' performance.
 - 3.4.3 At termly SBOD meetings, the Executive Principal provides a report on academic progress and associated matters to the School Board members.
 - 3.4.4 At weekly Senior Leadership Team meetings, reports are also tabled by the Heads of School and the Operations Manager to the Executive Principal in the areas of human resources, finances, student enrolment, curriculum & assessment developments, general administrative & infrastructure matters, etc.
- 3.5 KGIS is bound by the *Inspired* Management Policy and its responsibilities to the Oman Ministry of Education to uphold its legal and ethical commitments to the school community. In this regard KGIS has developed comprehensive policies in all areas of its operation.

3.6 Host Country Government Relations

- 3.6.1 It is the policy of the School Board of Directors to maintain and develop the excellent relations that have existed since the creation of the school with government authorities and agencies.
- 3.6.2 It is the policy of the School Board of Directors to foster positive relations between the school and the Ministry of Education, and also with other Oman schools and universities, in order to ensure that the students of KGIS will benefit as much as possible from the educational and cultural resources of the community they live in.
- 3.6.3 In turn, the school and its students should contribute as much as feasible to the community through educational and cultural programmes and exchanges.
- 3.6.4 As far as KGIS is subject to them, the requirements of the laws of the Sultanate of Oman will be observed.
- 3.6.5 All KGIS employees are expected to follow the laws of the Sultanate of Oman.

4.0 Community Involvement in Decision-Making

4.1 The School Board of Directors views parents as stakeholders at the school and as such they are encouraged to express ideas, concerns and suggestions about the school through the appropriate channels.

4.2 Knowledge Gate International School parental engagement

Knowledge Gate International School has a Parent Teacher Association (PTA) through which it seeks to maintain excellent parental relationships, whilst also enhancing the support and gathering the input from these stakeholders.

4.3 The Parent Teacher Association (PTA)

4.3.1 The Parent Teacher Association is a School group of current volunteer parents and teachers that assists the school through the focus on the community events and education activities of the school.

4.3.2 The PTA has four sub-committees, each focusing on a key function within Knowledge Gate International School:

- **Community Events:** To propose, organize and facilitate community and charitable events for the school. To enrich the spirit of the school community for parents, teacher and students through annual events such as Oman National Day, International Day and the Community Iftar.
- **Education Activities:** To allow the school to benefit from the experience, knowledge and professional qualifications of parents. To provide professional and parental advice on specific medium-term projects undertaken by the school. To review the School Development Plan, providing parental advice regarding the strategic development of the school
- **Teacher Appreciation:** To propose, organize and facilitate teacher appreciation activities and events for the school. To support teacher wellbeing activities, and to foster positive relationships between teachers and the parent community.
- **Parent Ambassadors:** To act as an initial point of contact for parents new to the school, providing them with a support network to enable them to be quickly integrated within both the school and the wider community. To represent the school and be the visible face of the parent body at key school events. To act as parent representatives on all matters relating to inspection.

4.3.3 PTA members meet informally with various designated members of school staff as is required to maintain their function.

4.3.4 A PTA social media account is maintained through the School in order to provide information to the wider school community about future events and initiatives.

4.3.5 The School maintains a charitable account on behalf of the PTA.

- 4.36 The PTA meet formally every term and as smaller sub-sets of this group as needed in order to fulfil its function.

5.0 Staff Involvement in Decision-Making

- 5.1 It is the policy of the SBOD to encourage staff participation in decision-making for the school.
- 5.2 Such participation shall include, as appropriate, involvement in:
- 5.2.1 Policy development
 - 5.2.2 Administrative rules development
 - 5.2.3 Budget planning
 - 5.2.4 Facilities planning
- 5.3 In the development of regulations and arrangements for the operation of the school system, the Executive Principal shall include at the planning stage, whenever feasible, those employees who will be affected by such provisions.
- 5.4 The professional staff shall be given full opportunity and encouragement to contribute in curriculum development and in the development of policies and regulations pertaining to the instructional programme.
- 5.5 The Executive Principal shall develop channels of communication across the whole school to allow for the ready communication of staff ideas and feelings regarding the operation of the school.
- 5.6 The Executive Principal shall endeavour to ensure that the School Board of Directors is presented with a balanced reflection of staff views.

6.0 Student Involvement in Decision-Making

- 6.1 The SBOD believes that students – as individuals and as members of the school community – should have opportunities to take responsibility for their own learning.
- 6.2 Learning to participate constructively in group decision-making is an important part of growing up; therefore, students should be encouraged, in keeping with their level of maturity, to take part in the development of educational policies and regulations that affect them.
- 6.3 In general, such participation is best channeled through class or school organisations, such as the Student Council, which offers practice in self-government and serves as a forum for the expression of student ideas.
- 6.4 The students have the opportunity to elect their Student Heads of House from Key Stage 2, Key Stage 3 and Key Stages 4 & 5 each year.
- 6.5 A Head Boy and a Head Girl are appointed in Grade 12 each year, with deputies in Grade 11. Students are required to write a letter of application to the Executive Principal, and attend an interview with the Senior Leadership Team. Students will plan their

campaigns and put themselves forward during assemblies, with the students and teachers will voting for the students they would like to represent them.

- 6.6 Students may also be asked to serve on advisory committees to the school, as appropriate.
- 6.7 The Senior Leadership Team will consider student opinions in decision-making that directly affect student programmes, activities, privileges and responsibilities.

7.0 Non-Discrimination

- 7.1 Knowledge Gate International School is committed to an inclusive policy, which recognises and values the inherent worth and dignity of every person; fosters tolerance, sensitivity, understanding, and mutual respect among its members; and encourages each individual to strive to reach his or her own potential.
- 7.2 In line with the school ethos, KGIS seeks to develop and nurture diversity and believes that diversity among its many members strengthens the school, stimulates creativity, promotes the exchange of ideas, and enriches school life.
- 7.3 KGIS views, evaluates, and treats all persons solely as individuals on the basis of their own personal abilities, qualifications, and other relevant characteristics.
- 7.4 Therefore, no person in the school shall be discriminated against on the basis of race, national or ethnic origin, colour, religion or sex/gender.
- 7.5 It is stipulated, however, that this policy does not preclude any policy, programme or activity that has as its aim the improvement of conditions for particular individuals or groups. For example, a programme of learning support, or a programme to support children with language or cultural challenges, shall not be considered 'discriminatory' under the terms of this policy.
- 7.6 The letter and spirit of applicable human rights law shall be carefully observed, enforced and supported, so that all members of the school community may work together in an atmosphere of tolerance and respect for individual differences.
- 7.7 The policy of non-discrimination shall prevail in all matters, including, inter alia:
 - 7.0.1 instruction and course selection
 - 7.0.2 choice of instructional materials
 - 7.0.3 provision of careers guidance and counselling
 - 7.0.4 matters pertaining to race and community relations.
- 7.8 The SBOD prohibits the distribution of any materials promoting discriminatory views, either inside the school or on school grounds.

8.0 School sections and levels of instruction

- 8.1 The school provides education for students aged 3+ to 18+.
- 8.2 The school is divided into instructional sections (which overlap at transition levels):
 - 8.2.1 Kindergarten (KG1 and KG2)
 - 8.2.2 Primary School (Grade 1 to Grade 5)
 - 8.2.3 Secondary School (Grade 6 to Grade 12)
- 8.3 The Executive Principal has overall responsibility for managing the School:
 - 8.3.1 The management of the Kindergarten is delegated to the Head of KG & Primary.
 - 8.3.2 The management of the Primary School is delegated to the Head of KG & Primary.
 - 8.3.3 The management of the Secondary School is delegated to the Head of Secondary.
- 8.4 In the absence of the Executive Principal the longest, an appointed Head of School section assumes overall management responsibility for the school. Presently Head of KG & Primary, Mr. Ian Lohan.

9.0 The Responsibilities of the Executive Principal

- 9.1 *Inspired* management shall appoint an Executive Principal for a negotiated contract term. The contract may be renewed at the discretion of the SBOD.
- 9.2 In the event that any vacancy occurs in the office of the Executive Principal, *Inspired* shall promptly fill such vacancy.
- 9.3 The Executive Principal shall have responsibility for the management of the school, subject to the policies of the SBOD.
- 9.4 The Executive Principal shall receive such remuneration as *Inspired* shall allow.
- 9.5 The Executive Principal shall be responsible for the administrative and academic functions of operating the school in accordance with policies set down in this document.
- 9.6 The duties of the Executive Principal shall be clearly defined by *Inspired*.
- 9.7 The Executive Principal is not responsible to any individual Board member or Board committee, unless so instructed by *Inspired*.
- 9.8 Qualifications of the Executive Principal:
 - 9.8.1 The Executive Principal shall be a person of educational attainment with suitable qualifications, of good character and executive ability.

10.0 Policy Groups

- 10.1 *Inspired* recognises that the Executive Principal is the leader of the school with responsibility for managing the school under the School Board's policies.
- 10.2 *Inspired* also acknowledges that the operation and management of a complex, modern school needs the collective input of many staff members.
- 10.3 Therefore, the Senior Leadership Team (SLT), consisting of the roles listed below, shall act in an advisory capacity to the Executive Principal.
- 10.4 The SLT provides a valuable management forum to share information and benefit from group thinking. However, *Inspired* and the Executive Principal have overall responsibility for management and for the policies of the School.
- 10.5 The members of the Senior Leadership Team (SLT) include the positions designated as management positions on the school's organisational chart.
- 10.6 Senior Leadership Team (SLT)
The Executive Principal
The Head of KG & Primary
The Head of Secondary
The School Operations Manager
The School SENDCo
The Assistant Principal: Secondary
The Assistant Principal: KG & Primary

11.0 The School Day

- 11.1 The Senior Leadership Team shall arrange and schedule the school day to maximum benefit for its educational delivery.
- 11.2 Variations in the daily schedule may be arranged to enable individual students or groups of students to receive special instruction.
- 11.3 The School day starts at 7:40am.
- 11.4 Each school section has a staff briefing once per week.
- 11.5 Classes commence each day at 8:05am.
- 11.6 Classes conclude each day between 2.20pm and 4:00pm, depending on the child's involvement in after school activities.
- 11.7 During each school day there will be approximately six hours of instruction.
- 11.8 During the Holy Month of Ramadan, the school may adjust hours of instruction as

appropriate.

11.9 During the academic year KGIS is required to provide 180 instructional days.



120 Appendix A – Terms & Conditions

KNOWLEDGE GATE INTERNATIONAL SCHOOL (KGIS)

Terms and Conditions of Admission:

Parents are advised to read in full the School's terms and conditions before submitting an application. Parents who submit an application to the school will be subject to the terms and conditions detailed below. If you are unsure about any information contained within this page, please speak to a member of the Admissions Team who will be able to advise you further.

1. Payment of deposit

- 1.1 To reserve a place in the school, applicants must pay the full prescribed fee as indicated in the conditional offer letter.
- 1.2 Parents must allow at least 3 working days for Oman bank cheques or direct bank transfers to clear and up to 30 working days for a foreign country bank draft to clear.
- 1.3 Parents will be liable to pay all necessary bank and/or transfer charges for any application processes

2. Payment of fees

2.1 Tuition fees cover the full educational instruction of every child registered with the School and are payable in full for the academic year irrespective of whether the School is providing such instruction on campus or through other means (either online or any other model) as a result of any government decision, order or legal requirement. Parents are required to settle the Registration, Materials and Food fee, and the First Instalment Tuition fees in advance, before enrolment.

2.2 Parents are required to pay their Tuition fee in advance as per the due dates to avoid late penalty fee of 10% and forfeiting of siblings discounts, as and where applicable.

2.3 The tuition fee payable is a yearly fee; an invoice for the whole year is sent at the end of June. Parents have the option to pay their fee in three instalments; instalments must be paid by post-dated cheques. An instalment plan will be issued prior to enrolment. This will be in liaison with the Head of Finance and subject to management committee's approval.

2.4 Dates on which payments are due are clearly indicated on the Invoice and it is the responsibility of individual parents to ensure fees are paid on time.

2.5 The School reserves the right to refuse re-enrolment to any student who has overdue fees.

2.6 Students who have overdue fees may have their reports, results and transfer documents withheld. The school reserves the right to refer students who have overdue fees to the Ministry of Education for transfer to a government school.

2.7 The preferred method of payment is by post-dated cheque. For parents who wish to pay fees in one single instalment, a bank transfer is preferred. For bank details, please refer to the invoice. Cash or cheques should be paid directly at the School's Accounts Department. Cheques should be made payable to "Knowledge Gate International School".

2.8 It is requested that no direct deposits are made to the School's bank account. Parents who pay by electronic transfer are requested to quote the invoice number and student name as transaction reference and submit a receipt of this transaction to the accounts department either by hand or via email.

2.9 Any student who is suspended, expelled or withdrawn by the School for breach of the School's terms and conditions is not entitled to any refund; he/she will also be liable to pay the remainder of the fee, in its entirety, at the discretion of the School.



2.10 The School will take such action, including recourse to the legal process, as it deems necessary to recover all outstanding debt. Any such action will also include the recovery of reasonable costs incurred by the School in relation to the recovery procedures.

2.11 The School also reserves the right to charge a 10% late fee surcharge where a payment is made after the applicable instalment due dates. Parents/Students will incur a penalty charge for each missed instalment.

2.12 The whole remaining fee becomes immediately payable for students who are in breach of their agreement without prior written consent from the School; this is at the discretion of the School.

2.13 Invoices for the Annual fees are generally handed out at the time of enrolment for new students and for existing students, posted by the end of June, with payment due by 30 July. In the event of the invoice still not having been received by the end of June, the Accounts Office should be contacted and a duplicate invoice obtained. **Misplacement or non-receipt of the original invoice will not be considered a valid reason for failure to pay the fees by the due date.**

2.14 Tuition fees for the term are payable in full regardless of sickness or absence for other reasons (including study leave). Where payment has been made by cheque and the issued cheque is not honoured by the bank for whatever reason, a further administration charge of OMR 25 will be levied.

2.15 In the event of the non-payment of school fees by the due date, the School reserves the right to refuse re-enrolment for the student and offer the place to a student on the waiting list.

2.16 Parents/Students must remember at all times that the school's agreement is with the Individual parents/students and they are liable to pay the school all the prescribed fees, as and when necessary. The employer of the parents will have nothing to do with the school.

3. Other charges

3.1 Other fees are payable in individual cases. These include:

- IGCSE and 'A' Level examination entry fees
- Additional Learning Support
- Specific School outings
- International trips
- Extracurricular activities

Fees for these and arrangements for payment will be notified separately.

3.2 Please note that total IGCSE and A-level fees can amount to several hundred Omani Riyals and will increase if the Examining Board increases their fees. Entry into examinations and activities for which fees are due will be denied where relevant charges or tuition fees have not been paid.



4. Refund policy

4.1 Refunds will only be processed in accordance with the terms and conditions outlined in clauses 4.2 to 4.13, and provided students requesting a refund have complied fully with the School's terms and conditions.

4.2 All applications for refunds must be made in writing by submitting a completed 'Refund Request Form' to the Admissions Department at least 60 days prior to the term start date (as detailed in the offer letter).

4.3 It is the policy of the School not to refund tuition fees 60 days prior to the term start date.

4.4 If unforeseen and pressing circumstances result in a student having to leave before the start of the new term, a 50% refund of tuition fees may be considered, provided that the School has received written notice prior to the due date for advance payment of fees for that term. Such refunds will be granted solely at the discretion of the School and only in exceptional circumstances.

4.5 A cancellation fee of OMR 100/- per student shall be deducted for any such approved refund.

4.6 Where the school is unable to provide the programme of study for which the student originally applied for, offered and accepted and the applicant does not want to take up a place on any alternative programme offered, the applicant will be considered for a refund.

4.7 Refunds will only be made via the original payment method; except where the original payment was made by cash.

4.8 Parents are liable to pay any bank/ transfer charges associated with the processing of a refund application.

4.9 The School will aim to process all refunds within 6 weeks from the date the complete 'Refund Request Form' and any supporting documents are received.

4.10 If the student is eligible for a refund of their fees by bank draft or cheque, the School will not be in any way responsible for the draft after its dispatch from the School premises and will not issue a replacement draft or cheque if it is lost or misplaced.

4.11 Refunds will not be made to a third party unless the School has received (written) explicit authorisation from the applicant. This should be in the form of a signed hard-copy letter from the parent, specifically authorising the School to refund their fees to a named third party. This condition applies regardless of the source of the original fee payment.

4.12 Refunds requested which are not in accordance with the terms and conditions outlined in this policy will be made at the sole discretion of the School.

4.13 One full term's notice is required prior to withdrawal from the school. If a student is withdrawn from the school without given one term's notice, the school will seek a full term's fees in lieu of this notice period.

4.14 In the event that all or part of the School is closed temporarily or permanently due to pandemic, terrorism or for any other reason, the School will not be liable to refund any fees or other monies it has received.

5. Term Deferral

5.1 Term deferrals will be approved in accordance with the School's Admissions Policy.



5.2 Term deferrals are subject to application, payment of a deferral fee, and the School's written approval.

5.3 Students are reminded that as per the School's Admissions Policy all term deferral requests must be made in writing at least 60 days before the Term start date.

5.4 If a deferral is approved, a fee will be charged:

(i) Full term fee for the term deferred.

5.5 Upon deferring the term, students waive their right to a refund. Where a student has deferred their term, and subsequently fails or attempts to withdraw from the school, no refund will be provided except at the sole discretion of the School.

Attendance:

A record of attendance is kept for each student. The school reserves the right to withdraw a student's candidature from examinations and withdraw them from the school, if the student's attendance record shows that they have attended fewer than 80% of their scheduled periods. The school reserves the right to refuse re-enrolment of such students, without any liability whatsoever to the school. In the event of unforeseen circumstances that prevent the student from attending their periods, the school must be informed immediately. (Please refer to the school attendance policy provided separately.)

Personal Conduct:

The School imposes a strict code of conduct on its students. The school expects its students to behave as responsible and to act within the moral and legal norms of society, whether they are on school premises or otherwise.

Changes and Amendments:

The school reserves the right to amend the time table and advertised curriculum content, tuition fees and start dates for its terms at its discretion and without any prior notice. The school reserves the right to change the advertised examining body for any or all of the courses offered. The school reserves the right to conduct classes in any of the school (or partner schools) premises, including temporarily hired or rented rooms. The school reserves the right to amend or alter its prospectus at its discretion and without any prior notice. The school reserves the right to amend or alter any or all of these Terms and Conditions at its discretion and without any prior notice.

Parents are reminded to visit the school website regularly for the details of up-to-date Terms and Conditions.

Disclaimer:

- It is the parent's responsibility to provide valid and up-to-date contact information for them and, when appropriate, their agent. This contact information should include a working e-mail address. The school will assume that any method of communication for which the parent has provided contact information, including e-mail, is secure. The school will not be liable for any damages, financial or otherwise, resulting from the release of the student's personal information to a third party as a result of communication with an invalid or insecure contact point or the interception of communication with said contact point, be it a postal or e-mail address, a telephone or fax number or an SMS.
- The parents confirm that all the information presented in support of the application is complete and accurate and that there are no issues of an academic, behavioural or medical nature that have not been disclosed.
- The parents accept that the school reserves the right to require a student to leave if, subsequent to the submission of an application and the signing of The Terms and Conditions of Registration and Re-Registration, information is discovered or disclosed that would have led to the rejection of that application.
- The parents accept that the school shall not be held responsible or liable for the loss of or damage to any item brought into the school.



- Photographs of students often feature in the press and in KGIS publications as part of the Marketing Policy of the school. If parents do not wish their child's photograph to appear, a written request must be submitted to the Executive Principal before 01 September of every academic year.

I/we agree to the terms of conditions of the school and have fully understood the contents and give my consent to enrol my child in Knowledge Gate International School under the above terms and conditions.

.....
Name of
Father

.....
Name of
Mother

.....
Signature of
Father

.....
Signature of
Mother

.....
Date

.....
Date

Name of the Child:

Year: