



GUEST STUDENT

Statement of Aim:

The aim of this procedure is to recognise that it may be appropriate to receive guest students into the school for limited periods of time.

Rationale:

Registered students may enjoy sharing their learning experience with relatives or close friends. Previously registered students who are in Izmir may enjoy returning to see friends and teachers. Prospective students may want to visit the school and participate in lessons as part of the registration process.

Guidelines:

1. Guest students to the class are of course welcome but naturally change the dynamics of the class to a certain degree, and thus to ensure the optimal teaching/learning situation for students in the class as well as the teacher, the guest student's presence should be as unobtrusive and participatory as possible.
2. Parents of a registered student who wishes to bring a guest student to school or of a prospective student, should inform the Registrar and complete the Safety Waiver at least two working days in advance, so that teacher/s involved can be informed.
3. Visiting students are expected to abide by the school's behavioural expectations.
4. Guest students may only attend for a maximum of one day
5. Guest students will normally be placed in an age-appropriate class; however, in the case of a prospective student for the following academic year, due to parental request a child could be placed in the class or grade level that would be correct for the actual placement year.
6. The Registrar will inform teachers at least two days before a guest student is expected.
7. Teachers may not have sufficient materials, resources or equipment for the guest student to fully participate in the class.
8. The school reserves the right to not accept Guest Students if in the best interest of the teaching/learning process or it is not deemed appropriate.