



FREQUENTLY ASKED QUESTIONS

ADMISSIONS AND ASSESSEMENT

1. How do I enrol my children?

All applicants seeking entry into ERV are tested and all candidates and their parents are required to meet with the head of Primary and Head of Secondary.

The assessment process is designed to ensure that the placement of all children will best meet their educational and personal requirements

For more information about the admission process, please click here...

2. May I have a copy of the test prior /after my child(ren) assessment?

The assessment material is private and remains the property of the School. Parents are not entitled to view or obtain copies prior to or after the child's assessment.

3. How best may I prepare my child(ren) for the tests?

The objective of the test is to measure the child's innate level of reasoning and understanding. The best way to prepare a child is to encourage him/her to read widely, to interact with him/her and make him/her aware of what is going on in the world round about.

4. Is it possible to organise the test overseas and under which conditions?

Yes it is possible. Parent will need to provide contact details and all necessary information about the school where the test will be taken.

5. What would happen if my child(ren) fails the test?

Depending on the age of the child, it may be possible to resit the test at a later date.

6. What grade will my child be placed in?

Candidates for admission to ERV will be placed by age and ability. Once you have provided the Admissions Office with the required documentation, the Admissions Officer will confirm the grade/class.

7. Does ERV have a waiting list?

As student numbers are limited to ensure an appropriate teacher: student ratio for optimal learning, there are waiting lists in some classes. Please enquire at Admissions.

8. Does my child have to join ERV on a specific date? When will be the first day of school for a new student?

After you have accepted the offer of a place for your child from the Admissions Officer, the new student can start school the next day or as agreed with the Admissions Officer.

9. Is there provision for children with special educational needs?

Depending on the nature of the need, we may be able to provide specialist support but this can only be ascertained following the initial test. Where this is not possible parents will be informed that ERV is not the most suitable environment for their child.



PROGRAMME AND CURRICULUM

1. What curriculum does ERV offer?

The school is an IGCSE Cambridge Examination Centre. The International General Certificate of Secondary Education (IGCSE) is one of the most widely recognised qualifications around the world. The school is fully authorised to offer the rigorous International Baccalaureate Diploma Programme (IBDP) and is a pilot school for the PYP programme.

2. What is the Primary Years Programmes (PYP)?

PYP is the first curriculum framework for international primary schools, designed for students aged three to ten (grades Pre-school to Five). Through both the curriculum and teaching, it aims to develop the intellectual, emotional and physical potential of each child, in a secure and stimulating environment.

For more information about the PYP do not hesitate to go to the IB website: <http://www.ibo.org>

3. What is the International Baccalaureate Diploma programme?

Created in Geneva, Switzerland in 1968 for students in international schools, IB is now offered in 4,500 schools across 143 countries —>IB has gained in popularity for setting high standards and emphasizing creative and critical thinking. IB students are responsible for their own learning, choosing topics and devising their own projects, while teachers act more as supervisors or mentors than sources of facts. IB emphasizes research and encourages students to learn from their peers, with students actively critiquing one another's work. Beyond preparing students for critical thinking and college-level work, the full IB programme calls for students to express themselves through writing, requires community service, and aims "to develop inquiring, knowledgeable and caring young people who help to create a better and more peaceful world through intercultural understanding and respect."

For more information about the PYP please go to the IB website: <http://www.ibo.org>

4. Can any student enrol in an IB programme?

The Diploma Programme is designed for motivated students who hope to attend university; enrolment in the programme is at the discretion of the school. Parents and students are encouraged to contact us and talk with the IB Programme Coordinator to learn about how to enrol in an IB program.

5. How successful are IBDP students in applying to university?

Recipients of the IB diploma enjoy a very high rate of acceptance at leading universities. In addition, some universities offer scholarships to IB graduates or offer credits, even admission to the second year of study.

6. Who accredits the school?

The school is accredited by IBO (International Baccalaureate Organisation), CIS (Council of International Schools).



7. Does ERV accept transfer IB students?

In line with IB policy ERV will accept transfer students provided their course of study can be catered for within the range of expertise of our staff.

8. Are those programmes recognised by other national schools?

All programmes followed at ERV are internationally recognised. In case of doubt, please contact the school for further details of national school recognition.

9. Could my child easily return to a national school?

The answer is yes in most cases. While ERV teaches an international curriculum, the staff is aware of many national specific requirements and can cater for reintegration of students.

10. Does the ERV have a Gabonese/French Curriculum?

ERV is an International Baccalaureate School that draws on International curriculum and best practices. One of the benefits of an IB education is the portability that it brings for our globally mobile community. We have found that our students are able to seamlessly adapt to any programme.

POPULATION

1. Are all teachers at ERV qualified?

All teachers must have had teaching qualification and experience either in their home country or in a recognised educational system.

2. Are all teachers at ERV Gabonese?

We currently have teachers from 18 nations at ERV. The diversity of our faculty is celebrated and enriches the learning experience.

3. How many students are there at ERV

220 and the number is growing daily

4. How are the faculty selected?

Recruitment takes place on a needs basis to enhance and develop the opportunities available to our students, to provide diversity and experience.

5. Where do the students come from?

ERV students come from more than 32 different nationalities. Our four largest groups are Gabonese (40%), Indian (17% %), French (12 %), and USA (6%).



EXTRA CURRICULAR AND OUTDOORS ACTIVITIES

1. Does ERV offer Extra curriculum activities?

ERV offers diverse ECAs for our students. We make sure that our student community has access to an authentic, unique and interesting extension to the school day. We are proud to offer a wide assortment of fun academic and sport activities for all abilities and ages. We encourage all students to take part and to challenge themselves by trying something new.

2. What is the cost for an ECA within ERV?

This depends on the choice of activity – whether if special resources are required and/or the activity is given by an external facilitator (for which there is an extra cost) or a member of the academic team.

3. Who does the ECAs?

As mentioned above, some are organised by teachers and others may be led by external facilitators.

4. Do you organize outdoors activities? Travels?

Every year group will engage in some form of trip or excursion. The older the student, the more adventurous and the farther away from school the trip.

TUITION FEES

1. What are the tuition fees?

We kindly advise you to consult our equivalence table available on the website.

2. Is financial aid available at ERV?

Apart from scholarships, ERV can offer a financial aid called “Bursary”.

3. Are the Admission & Entrance Fees refundable?

The Application Fee and the Entrance Fee are a non-refundable payment that enables us to cover the administrative costs of the application process. They are also a one-time fee and not refundable.

SCHEDULE

1. How long is the school day?

Lessons start at 8:00am. The academic day finishes at 3:20pm. ECAs generally run from 3:30pm – 4:30pm.

2. What is your school calendar?

All courses/grades are long-year courses and follow the school year, which begins in August and ends in June.

The ERV academic calendar provides full details on Semester start dates and scheduled holidays for the respective school year. Please visit the Calendar section on our website for further details.



3. At what time must I send my child to school? When do I have to collect him?

As indicated above school starts at 08:00 and finishes at 15:20. Students must be in school by 07:50 for registration and should be collected once the school day is over for them. This may be at 16:30 if they have ECAs

4. Is there an attendance policy at ERV?

Students are expected to attend school at all times unless with a written excuse from their parents or guardians appointed by parents.

LANGUAGES

1. Are there English Language entry requirements at ERV

ERV English language proficiency requirements vary depending on a student's grade. A detailed overview of the requirements can be found in the Admission process on this website.

2. How will my non-English-speaking child manage in an English language school?

Many of our children do not speak English when they arrive and our teachers are specially trained in helping them adjust to their new environment.

New students will not be admitted in Year 10 and above if they do not have sufficient English to cope with the overall curriculum, delivered in English.

3. What languages are taught at ERV? Does ERV offer French classes?

ERV is an English speaking school and offers French to students from Primary to Year 13. In Year 7, which is the first year of our Secondary School, we introduce French as the second foreign language. Spanish and Latin are also taught.

UNIFORMS

1. Are all students required to wear uniforms?

The uniform policy is mandatory for all ERV students; the school uniform is on sale at the ERV boutique in our Administration building.

2. What does the school uniform consist of?

Full details of items of uniform and cost are contained in a separate uniform guide.

3. What type of shoes are allowed?

School shoes should be made of black, polishable leather.

4. Can coloured socks and shoelaces be worn?

Socks can be grey or black, laces should be black.



HEALTH AND WELLNESS

1. Does a candidate for admission at ERV need medical examinations?

A full medical report is required prior to admission indicating any medical condition or long-term medication/treatment, including illnesses.

2. Does the school provide counselling and guidance services?

A school counsellor is available to all students.

3. Do you have a policy regarding prescribed medication?

Yes. Medication can only be administered by the school nurse, in accordance with instructions from your family doctor and at your specific request.

4. Do you share my child's health with teachers?

Only those teachers who come into regular contact with your child will be informed of any medical condition. Otherwise it remains confidential.

5. Is there an infirmary within ERV?

A fully qualified nurse administers the school sick-bay. Serious cases may be referred to a local hospital with parental knowledge and agreement.

SECURITY

1. What is security like at ERV

Entrance gates are managed by security guards. All visitors are required to sign in and collect a visitor's badge at the main reception desk. Parents are assigned special visitor passes to display in their car.

2. Will my children be safe at the school?

Children are never out of sight of an adult – or left unsupervised – at any time.

3. What is required for schools on emergency preparation

Lock-down drills and fire drills are practised regularly to ensure a rapid and safe response to any emergency.

4. When are parents notified about a school emergency?

Parents are informed as appropriate ie once the situation has been secured and no further danger is apparent.

CANTEEN

1. Does ERV offer a lunch programme?

The school doesn't offer any lunch programme. Students are asked to bring their packed-lunches

2. Who takes care of my child?

Members of staff are in attendance at lunch to help the younger children.



3. What if my child has allergies?

On application to the catering officer special arrangements can be made.

4. Can my child buy lunch and snacks at school?

Primary and secondary students are highly encouraged to bring their packed-lunches but sandwiches can be bought via a ticket system available at the reception.

SCHOOL SUPPLIES AND DIGITAL DEVICE

1. Does my child require a laptop or other digital device?

School-owned laptops and tablets are available to students for use in school. Personal devices may be required to do research and/or complete and submit homework.

2. Do I need to pay for text books?

Most materials for classes are supplied by ERV.

LOCATION - TRANSPORTATION - FACILITIES

1. Where is ERV located?

ERV is located in Batterie IV near the Gendarmerie Nationale. Please see map for fuller details.

2. Do you have transportation services?

The school does not provide a school bus service but transports students to various destinations as part of the curriculum.

3. Are boarding facilities available for students?

ERV does not offer boarding facilities. All students are required to reside with their parent or a legal guardian while attending ERV

4. Can parents use the facilities at ERV?

Parents may become part of the Tennis Academy or Languages Academy. Please apply to the school for details.

SCHOLARSHIP

1. Who is eligible to apply?

Applications are welcome from any child over the age of 11 as scholarships are only available for children of secondary school age.

2. How do I acquire an application for my child?

Please contact the main school reception office?

3. Where can I submit an application?

Applications should be submitted to the school office by the deadline date.



4. When is the application deadline?

The deadline is usually in the April preceding the anticipated September start.

5. What documentation am I required to submit?

Please submit the completed application form together with birth certificate and recent reports from your child's current school

6. Will successful and unsuccessful applicants be notified of the outcome?

Yes. ERV will email and/or call all successful and unsuccessful applicants.

7. May I apply for both a scholarship and an admission for the same academic year?

Scholarship applications are only dealt with once a year but general admissions may be made at any time.

8. How much does it cost to apply for a scholarship?

There is no charge to apply.

9. How are scholarship decisions made?

Scholarships are awarded on academic merit alone.

10. When are decisions made?

Generally, decisions are made by the middle of May and applicants are notified by early June.

11. What different types of scholarships are there?

Only academic scholarships are awarded.

OTHER:

Is there a school Parent association?

Parental involvement in everyday school activities is very important in reinforcing the links between home and school – especially as it can lead to beneficial projects and activities that can be mutually advantageous in line with the international baccalaureate style of curriculum.

Unlike other schools, we want parental involvement to be voluntary so that no-one is excluded. However, we do not have a constitutionally recognised Parent/Teacher Association because our school community is made up of people from many different nations and cultures and our aim is to combine the best of these to the advantage of all our children – not a select few.

We hope many parents will be proud of what their children are doing and want to support the school through offering to read to younger children, assisting in sporting events and activities or arranging work-placements for our older students as we endeavour to best prepare them for the world of work or to take leadership roles in later life.

Alternatively, parents may wish to meet socially and/or assist at school functions such as concerts, plays or sports events via the "Friends of ERV", a group dedicated to our parents.