RYDE SCHOOL
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# International Admission and Student Route Visa Sponsorship Policy

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| Policy date: | September 2026 | |
| Date of next review: | Summer Term 2026-27 | |
| Owner(s): | BMC | |
| Approval body: | Head Master | |
| Intended audience: | Pupils, parents and staff | |
| ISI Regulatory Paragraph No: | | |
| Location (tick as appropriate): | Website | ✓ |
| | Parent Portal | ✓ |
| | Staff Portal | ✓ |
| | Inspection folder | |

This policy defines how international student admissions will be handled to ensure compliance with UK Home Office immigration rules. This includes instances where students will require Child Student visa support, and the checks that are in place to ensure eligibility before CAS issuance.

## 1. General Information

1.1 Ryde School can only accept students who have valid permission to study in the UK. There are various types of leave which permit study, the main category of student leave being Child Student. Ryde School is licensed by the UKVI to admit students requiring a Child Student and Student visa onto its courses.

1.2 Eligible students requiring Child Student visa sponsorship will be issued with a CAS Number when they are made an unconditional offer and after all necessary CAS documentation checks have been satisfied. The CAS will be issued to the student not longer than 6 months before the start of the course, and cannot be used as part of a visa application until 6 months before the course start date, as per Home Office guidance.

1.3 Eligible continuing students requiring a visa extension should request a new CAS application with admissions.

1.4 Students who intend to enrol under another visa category will need to provide evidence that they hold a visa which permits study at the admissions stage. This must then be verified in person at enrolment.

1.5 Students who have evidenced that they have leave under another visa category will not be subject to the various Child Student checks listed in this policy.

## 2. Admission Process Overview

| | Action | Person Responsible |
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| **Step 1** | Student submits and application and supporting documents | Student |
| **Step 2** | 1. Registration form is completed and registration fee of £300 inc. VAT is payable.<br>2. Student record created<br>3. If Child Student visa support is needed, the student is contacted to provide additional information and documentation required to determine Child Student visa eligibility. Some initial checks of eligibility are conducted at this stage.<br>4. If the student already holds leave under another immigration category, a copy of this will be requested during admission and then verified at enrolment. | Admissions |
| **Step 3** | English language and Mathematics Assessment taken. | Admissions |
| **Step 4** | Online interview or meeting with the Head Master or member of the Senior Leadership Group will be conducted. | Admissions |
| **Step 5** | Conditional offer issued, or application rejected. | Admissions |

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| **Step 6** | Student satisfies conditions of academic offer and pays the deposit (£1000 EU and EEA residents, one term's boarding fee, £7280, for students resident outside the EU and EEA) | Student |
| **Step 7** | Unconditional offer issued.<br>Offer letter issued. | Admissions |
| **Step 8** | Details are passed to Sable International so that Child Student criteria can be checked and CAS letter issued if successful | Admissions |

## 3. Course Eligibility for Child Student

3.1 Students requiring a Child Student visa can only be admitted onto courses which satisfy the following criteria:

- The course level must be a recognised course.
- The course must be full-time.
- The course cannot be studied via distance learning.
- With the exception of work placements and field trips, all study must take place at Ryde School.
- Any work placement must not exceed 50% of the course unless there is a statutory requirement requiring it to be higher than 50%
- This will be stipulated in the student's passport on their visa.

3.2 Student Route visa sponsorship will only be given to students admitted to study at Ryde School.

## 4. Admissions Documentation for Student Route pupils

4.1 Copies of the following documents are required prior to an unconditional offer being issued for Student Route pupils:

- School reports - officially translated into English where applicable.
- Registration Form.
- English language Qualifications (IELTS if taken)
- Passport (personal details page and any stamps)
- All previous student visas & visas under Tier 4, Child Student and student rules prior to 31 March 2009 (if applicable)
- Details of courses previously studied in the UK (if applicable)
- If the student is under 18, parental consent will be required.
- Any other documents which Sable International deem pertinent to the student's application.

4.2 Student Route visa sponsorship will only be given to students who have satisfied Ryde School's Admissions entry criteria.

## 5. English Language Requirements

5.1 Students must demonstrate that their English language ability is sufficient to successfully complete the intended course of study. Applicants must be at CEFR B2 or above if they are applying for a Student Route visa. A Child Student will take Ryde School's online age-standardised assessments.

## 6. Deposit and Fees

6.1 Fees must be paid as per instruction on the termly invoice.

6.2 Pupils requiring a Student Route visa who are resident outside the EU or EEA will be expected to pay one term's boarding fees as a deposit prior to CAS being issued. Those from EU or EEA countries will be expected to pay £1000 as a deposit prior to CAS being issued. It is expected that Student Route pupils will be using the finances evidenced for their CAS to pay for their tuition and maintenance in the UK. Failure to pay tuition fees when due may result in withdrawal from the course.

6.3 Students must clear all debts to Ryde School before the release of Examination Certificates; these remain the property of the school until the account has been cleared.

## 7. Student Route Academic Progression

7.1 Students who have already studied in the UK can only be admitted onto a new course when academic progression (as defined by the UK Home Office Child Student sponsor guidance) can be demonstrated. Academic progression is normally shown where the new course is at a higher NQF Level than the previous course. Study at the same level may in some instances be allowed, but only at the discretion of the admissions team.

7.2 A CAS will normally be issued when:

- a student has passed all the entrance requirements and would like to study at Ryde School.
- a student has applied to study a course that is at a higher NQF level than their previous completed UK course.
- the student is continuing their studies with Ryde School on the same course and needs to extend their visa. For example, this could be for the purposes of repeating failed modules/levels; or
- the student has applied for a course that is complementary to previous study.
- It is the parent's responsibility when applying for the CAS that all the necessary paperwork is submitted.

7.3 Any applications for a CAS that fall outside the scope of the scenarios listed above will be considered by the admissions team who will ascertain if Ryde School can justify academic progression to the UKVI. This will only be possible if there is a reasonable argument for academic progression that does not contradict the academic progression guidance.

*"If a student has failed to successfully complete their previous course or is not applying to progress from the lower to higher level of a GCSE course to an A Level or IB course, they will not be able to demonstrate academic progress and will have to apply from overseas if they wish to make a Child Student or Student application to study a new course. A student who has been studying A-Levels, and achieves a qualification in at least one of the subjects they have been studying, will be considered to have successfully completed their course*." –Student Sponsor Guidance for Sponsors Document 2: Sponsorship Duties.

7.4 Students who have failed to complete the previous course for which they were granted Child Student leave are required to return home and apply to Ryde School for a CAS. Admissions will then make a credibility assessment of the student's application to ensure the student would not be refused on credibility grounds. To satisfy the credibility assessment, the student should adhere to the previously mentioned academic progression rules.

7.5 A CAS will not be issued when:

- A student has failed, withdrawn or otherwise not completed a course under the Child Student sponsorship of another education provider and has not yet left the UK and provided evidence of doing so.
- A student has previously studied (not necessarily completed) a course under a Child Student visa in the UK and now wishes to study at the same level on another course in an unrelated discipline.
- A student has previously studied (not necessarily completed) a course under a Child Student visa in the UK and now wishes to study another course at the same level and Ryde School cannot confirm the new and previous course combined support the student's genuine career aspirations.
- Consideration will be given if a student has applied for a course at a lower level than previously studied under a Child Student visa.

7.6 Ultimately it is the Home Office's decision as to whether the progression justification given on a CAS statement is sufficient for the approval of a Child Student visa. Ryde School does not have control over these decisions. This means that any application where the course is at the same level of study poses a risk of visa refusal which would be detrimental to the student, as well as a risk to Ryde School's status as a registered Child Student sponsor.

## 8. Previous Study in the UK for Child Student

8.1 The amount of time that Child Student pupils can spend studying in the UK is limited. Admission cannot be offered to any student who would exceed this limit by the end of the normal duration of the course. Students are required to provide evidence of all previous study in the UK in order for the permitted duration of study to be assessed.

## 9. Intent to Study

9.1 Students must demonstrate that they have a genuine intent to study. This is normally assessed when the application process is made.

9.2 If Ryde School has reason to believe that a student does not have a genuine intent to study, then Child Student visa sponsorship may be withdrawn.

## 10. Length of Child Student Visa Sponsorship

10.1 Students will be issued with a CAS Statement up to 6 months prior to, and no later than 3 weeks before the start date of their course.

10.2 Visa sponsorship will be given as follows:

- Until the end of the student's course.

10.3 This length of leave assumes the student will be starting at the beginning of the course. Applications starting part-way through the course will be given leave in line with their expected course completion date.

## 11. CAS Request

11.1 Ryde School will issue a CAS throughout the Academic year.

11.2 The student must submit a CAS Request Form as well as ALL necessary supporting documentation and have an unconditional offer which is firmly accepted, before the latest date of CAS. If any necessary documentation is not submitted at this time, we will add to your CAS that we will accept you once your visa is granted.

11.3 Students who are willing to submit a priority Child Student visa application (where possible) will be permitted to submit all of the above up to four weeks prior to the course start date. A priority visa application is expected to have a decision within 10 days.

11.4 Students must normally be in their country of residence to submit their application.

## 12. CAS Issuance for Child Student

12.1 Before assigning and issuing a CAS, Ryde School and Sable International must be satisfied that:

a. the course the applicant intends to study complies with Child Student requirements as detailed in the UK immigration rules and guidance; and
b. the applicant's visa application is likely to be successful (while Ryde School makes this assessment for CAS issuance purposes, there is no guarantee that your visa application will be successful. Only the UK Home Office can make this decision); and
c. the applicant will comply with the conditions of their Child Student leave (e.g. in relation to any work restriction); and

d. the supporting documents submitted with the course application and CAS request are genuine; and the applicant has not exceeded, or will not exceed by the end of your course, the maximum amount of time permitted for study under UK Home Office immigration rules and (where relevant) permitted by Ryde School's regulations; and
e. the course the applicant has applied for represents academic progression from the last course studied on a Child Student Visa.

**13. Enrolment**

13.1 All international (non-EU/EEA) students will have their passport and visa checked by a member of the admissions team. New students holding a visa valid to study at Ryde School will be permitted to enrol once they have their visa.

13.2 The following visa categories are valid for full-time study at Ryde School.

a. Child Student and Student
b. Short-Term Student visa
c. EEA nationals with pre settled status
d. Discretionary Leave to Remain
e. Family Member of an EEA National with pre settled status
f. Indefinite Leave to Enter or Remain
g. Right of Permanent Residence

13.3 Students who have received their visa:

As soon as the visa is granted the student should send the Admissions team a share code so that the e-visa can be accessed. They will be required to hand in their passport on arrival.

13.4 Students who fail to produce their original passport and valid visa will not be permitted to enrol (except where these documents are with the Home Office as above). Such students will not be permitted to attend their course, and will be reported to the Home Office where appropriate.

13.5 Students holding a visa that is not valid for study at Ryde School or who do not have current leave to remain in the UK will not be permitted to enrol. The following visa categories are not valid for study at the Ryde School:

a. Visitor (any category except Student Visitor. General Visitor may be allowed in very rare instances, at the discretion of the Immigration Compliance Manager).
b. Work permit
c. Tier 1 (Entrepreneur)
d. Tier 2
e. Tier 3
f. Tier 5

13.6 Where there is any doubt over the validity of a visa for study, this will be passed to the admissions team for investigation. If necessary, the Home Office will be consulted. Where doubt remains, the student will not be allowed to enrol.

13.7 Students who have overstayed their visa will not be permitted to enrol.

**14. Enrolment Date**

14.1 All international students on a Child Student visa can enrol as soon as they have received their visa and booked a flight.

**15. Document Check**

15.1 Both new and continuing students must have their passport and visa checked by a member of the admissions team. During the initial check, a copy of these documents will be taken and attached to the student's record. All Child Student pupils' passports and visas are to be scanned and copied. Important information such as entry and flight information is also filed.

15.2 In addition, new student's files must have copies of documents relating to their admission, as listed on the CAS Statement.

**16. Confirming Personal Details**

16.1 After the document check is completed parents must:

- provide address, contact number and email address information for both their home country and the UK (if applicable) Parents and agents are made aware that they must keep this information updated throughout the year. Failure to keep this information up to date may result in the student not receiving important communications from Ryde School.

**17. Progress on the Course while on Child Student Visa**

17.1 Child Student pupils must continue to make satisfactory academic progress on the course. Ryde School reserves the right to withdraw and revoke visa support from students who do not make satisfactory progress, or who breach Ryde School's attendance policy.

**18. Procedure for Child Student Visa Extensions**

18.1 All parents/agents are required to request an extension.

18.2 Students are not permitted to submit an application inside the UK.

**19. Guardianship**

19.1 As per UKVI regulations introduced in May 2025, all Child Student pupils are required to have an approved guardian resident in the UK and parents and guardians are required to sign the School's guardianship policy.

Ryde School and the admissions team work hard with agents, parents and students to ensure that everything that can be done to enable a student to study in the U.K, when a visa is refused for incorrectly submitted documents we will do everything possible to help with the application and reissue a new CAS, it is important when completing a visa application that all paperwork is submitted, please do not hesitate to contact the school if you have any queries.

This policy will be reviewed in July 2027.