



John Trotwood Middle School and IB World School Admissions Policy

Philosophy: As an IB school, we are committed to the mission and vision of the International Baccalaureate Program and believe that every student in the school, no matter what their individual circumstance is, has the right to an IB education. Our school is an open-access neighborhood school that serves the students in our community. There are no special admittance requirements to attend our school. Every student that attends our school is a part of the Middle Years Program. Admissions practices comply with district, state, federal, and IB requirements. Admission decisions are free from discrimination based on language, disability, race, religion, socioeconomic status, or other protected characteristics.

Stakeholder	Rights and Responsibilities
Student	Participate fully in the IB programme, engage in learning, and uphold school expectations.
Teacher	Welcome all learners, provide equitable instruction, and support successful participation in the MYP.
Families	Complete enrollment requirements, participate in orientation, and partner with the school to support student success.
Administrators	Ensure equitable access, maintain enrollment procedures, communicate admission expectations, and monitor compliance with district and IB requirements.
Counselors	Support student scheduling, transitions, orientation, and placement in appropriate courses and services.
IB Coordinator	Ensure admissions practices align with IB Programme Standards and Practices and communicate expectations to stakeholders.

To ensure every student has access to the program, the staff maintain a focus of removing barriers for all students by providing both academic and social emotional support as outlined in the School Policies and Collaborative Planning

Schedule. We welcome sixth grade students during our Matador Transition Day to help transition our incoming new students as well as our feeder school visits. Parents and families are welcomed during Meet the Teachers, Parent-Teacher Conferences, and during Parent Teacher Student Organization (PTSO) activities and monthly meetings. At our school every student is an IB student.

Resources

JT Moore uses Parent Squared as a communication and resource for all stakeholders to be informed of programming send and updated weekly. To remove barriers any stakeholder can contact MNPS to request and interpreter.

[Request an Interpreter - Metropolitan Nashville Public Schools](#)

Policy Review

The John Trotwood Middle School Admissions Policy is a living document that is reviewed annually to ensure continued alignment with the International Baccalaureate (IB) philosophy, Metropolitan Nashville Public Schools (MNPS) policies, Tennessee Department of Education requirements, and the evolving needs of our school community. The review process is led collaboratively by the IB Coordinator, school leadership, teachers, students, and families to ensure multiple perspectives inform continuous improvement. Any revisions will be communicated to all members of the school community through appropriate school communication channels to ensure transparency and shared understanding of admission expectations.