



# Welcome to the Foundation Stage Parent Orientation

## Thursday, 24<sup>th</sup> August 2023





# OBJECTIVES

- To apprise parents of the key information, school's rules, regulations & policies, curriculum expectations, curriculum delivery, inclusion, assessment, enrichment, well being and various other aspects of school life
- To encourage parents to collaborate with school to maximise their child's potential and enhance his/her overall development and achievements.



# SENIOR LEADERSHIP TEAM



**Meenakshi Dahiya**

Principal & CEO



**Harpreet Kaur**

Vice Principal



**Gaber Sayah**

Head of Arabic & Islamic Education



**Jaya Paliwal**

Head of Primary



**Deepika Dayal**

Deputy Head of Primary



**Kathryn Darashah**

Head of Inclusion



**Elizabeth Jacob**

Head of Professional  
Development



**Anna Francis Cherukara**

Head of Innovation &  
Curriculum Enrichment



**Debbiejo Miranda**

Head of Well-Being



# EXTENDED LEADERSHIP TEAM



**Ms Desiree Scott**

**Head of Foundation  
Stage**

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**Ms. Sujaya Sen**

**Head of Examination**

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**Mr Neijin Pathrose**

**Health and Safety Advisor**

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**Ms Shalini Rajan**

**Future Skills and  
Experiential Learning  
Advisor for Whole School**



**Ms Shirin farzana**

**Educational Technology  
Advisor for Whole School**

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# FOUNDATION STAGE TEAM



**Ms. Sonia Sehgal**  
Head of Year – FS1

[sonia.s\\_win@gemsedu.com](mailto:sonia.s_win@gemsedu.com)



**Ms. Rebecca Morton**  
Asst. Head of Year – FS1

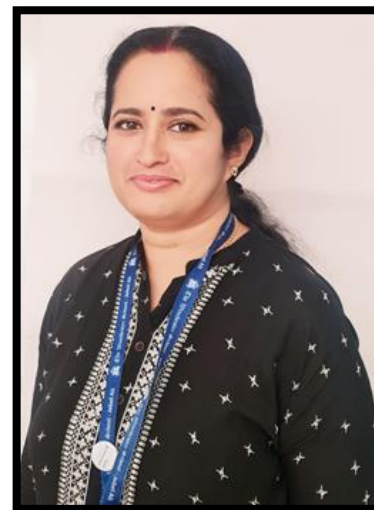
[rebecca.m1\\_win@gemsedu.com](mailto:rebecca.m1_win@gemsedu.com)



**Ms. Desiree Scott**

Head of Early Years

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**Ms. Leena Premjith**  
Head of Year – FS2

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**Ms. Dascel Fernandes**  
Asst. Head of Year – FS2

[dascel.f\\_win@gemsedu.com](mailto:dascel.f_win@gemsedu.com)

# WHAT IS THE EARLY YEARS FOUNDATION STAGE??



- The Early Years Foundation Stage (E.Y.F.S.) is the stage of education for children from **birth to 5 years**
  - **Foundation Stage-1**      **3 to 4 years**
  - **Foundation Stage-2**      **4 to 5 years**
- It is based on the recognition that children learn best through **play and active learning.**



# EYFS IS DELIVERED AROUND THESE 4 THEMES



**Positive  
Relationships**



**Enabling  
Environment**

**A Unique Child**

**Student**



**Learning and  
Development**







Within the theme of Learning and Development there are 7 areas.  
All areas are connected to one another and are **equally important**.

## Prime

All areas of learning are reflected both indoors and outdoors.

1. Communication and Language
2. Physical Development
3. Personal, Social and Emotional Development

## Specific

1. Literacy
2. Mathematics
3. Understanding the World
4. Expressive Arts and Design







# THREE PRIME AREAS

## Communication and Language

1. Listening and Attention
2. Understanding
3. Speaking



## Physical Development

1. Moving and Handling
2. Health and Self-Care



## Personal, Social and Emotional Development

1. Making Relationships
2. Sense of Self
3. Understanding Emotions





# THE PRIME AREAS



Communication  
and Language



Physical  
Development



Personal,  
Social and  
Emotional  
Development



**GEMS**  
EDUCATION





# FOUR SPECIFIC AREAS

## Literacy

1. Reading
2. Writing

## Mathematics

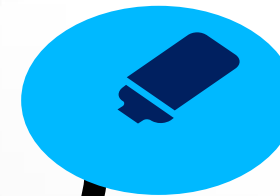
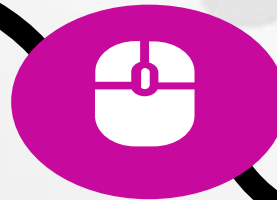
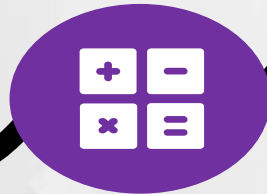
1. Numbers
- Spatial Awareness
- Shape

## Understanding the World

1. People and Communities
2. The World
3. Technology

## Expressive Arts and Design

1. Creating with Materials
2. Being Imaginative and Expressive







# THE SPECIFIC AREAS

## Literacy



## Reading

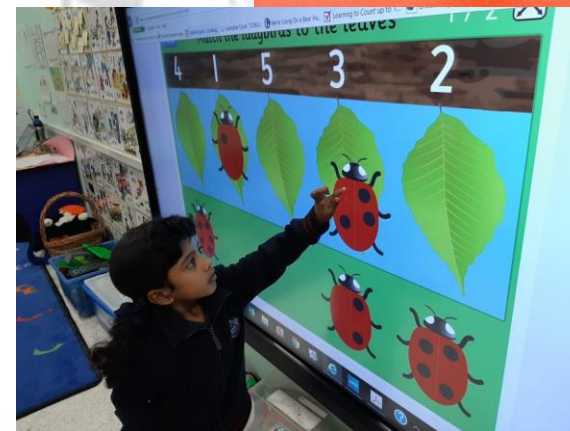
- Comprehension
- Word Reading

## Writing



## Mathematics

Number  
Numerical  
Patterns







# THE SPECIFIC AREAS

## Expressive Arts and Design

### Understanding the World

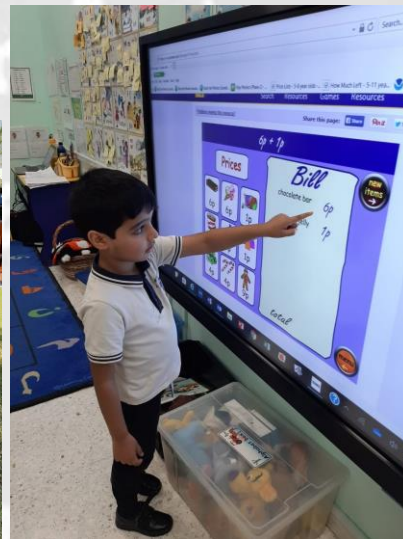
Past and Present

People, Culture and Communities

The Natural World

Creating with Materials

Being Imaginative and Expressive





# A TYPICAL DAY IN FS1

Time	Activities
07:30 to 08:00	Choose activities for registration time. Attendance. Morning Circle time- Rhyme time, Show & Tell, Reading time
08:00 to 08:30	A look at the visual timetable to be prepared for the day. Teacher led activities.
08:30 to 09:00	Student-initiated activities.
09:00 to 09:30	Indoor Activities (Music and Movement, Role play, Construction area)
09:30 to 10:00	Snack Time/ reading time.
10:00 to 10:30	Teacher led/ student-initiated activities.
10:30 to 11:00	Outdoor Activities. (Play area, Garden area, Bike area)
11:00 to 11:30	Child initiated activities and Circle time.
11:30 to 12:00	Tidy up time, Story time and home time.
11:45	Students using bus transport depart
12:00	Students using own transport depart







# READING IN FS1

- We encourage children to picture read the books.
- In a typical day at school, we follow 'Read 5 a Day' book policy.
- We have a reading area where children can choose a book of their interest and read with their friends.
- We also take children outdoors to read such as in our school garden area and on reading field trips.
- We invite parent volunteers, reading buddies, older siblings and grandparents to read and listen to the children.
- We introduce the letter sounds in Term 2 and by end of FS1, most children start reading two and three letter words and are confident to blend different sounds.





# A TYPICAL DAY IN FS2

Time	Activities
7:30 to 8:00	Registration Time
8:00 to 8:30	Look at the visual timetable for the day. Activities - ORT Reading/ Dress up Day/Rhyme time.
8:30 to 9:00	Jolly Phonics
9:00 to 9:30	Snack Time / Reading Time.
9:30 to 10:30	Indoor Activities. (Investigation, Literacy, Numeracy, Role Play, Art)
10:00 to 10:30	Teacher led / Student initiated activities.
10:30 to 11:00	Outdoor Activities. (Maths and Movement/ Music and Movement/ Garden Area/ Bike Area/ Play Area)
11:00 to 11:30	Child initiated activities. Circle time - Plenary – looking for learning.
11.30 to 12:00	Story time / Tidy up and home time. Own transport to leave at 12:00pm



# READING IN FS 2



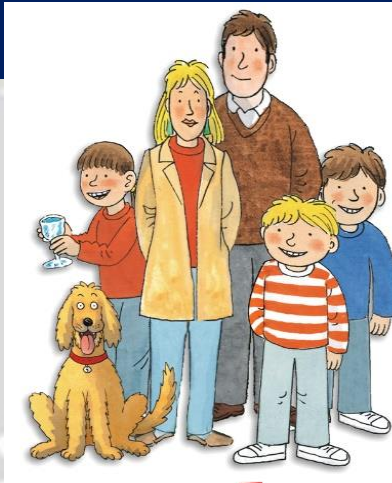
In FS2, we follow the **Oxford Reading Tree Scheme**.

The ORT books are sent home every week along with the **Take Home** cards.

These books are levelled starting with picture reading and then to simple words and sentences.

Individual reading happens once a week and class reading happens every day. Your child will be given the opportunity to “read” their book in school and when they have read to us, we will write a comment in their record book. It is important that you sign their reading record book and write a comment when they have read to you.

We also invite parent volunteers, reading buddies, sixth form students, and older siblings to read and listen to the children.





# ASSESSMENT, RECORDING AND REPORTING



- Teachers build up their assessments throughout the year on a cumulative basis, from on-going learning and teaching.
- They make regular assessments, observations and recordings of children's learning, and we use this information to ensure that future planning reflects identified needs.
- **Look, Listen and Note**
- Observations of children help them to assess the progress which children are making and to decide where children are in their learning and development and to plan what to do.
- At the end of every term, we report if your child is working at the 'Emerging' 'Emerging Plus' or at the 'Expected' 'Expected Plus' Level.
- At the end of FS2, we report on the 17 Early Learning Goals (ELG) as Emerging, Emerging Plus, and Expected, Expected Plus.



# SCHOOL TIMINGS

## Monday to Thursday Start and End of day Schedule:

Year Group	Timings
FS1 and FS2	7:40 am. - 12:00 pm.

## Friday Start and End of day Schedule:

Year Group	Timings
FS1 and Year 13	7:40 am. - 11:20 am.



# MORNING DROP OFF & END OF DAY PICK UP TIMINGS

## Morning Drop Off - OT Students

### Monday to Friday

- **Foundation Stage 1- to Year 13: Between 7:05 am and 7:30 am**
- **OT Drop offs: The main gate – Gate 3 will open for all students and parents at 7:05 am.**
- **School gates will close at 7:35 am.**
- **Students of FS1 and FS2** can be dropped off to their classroom, a max of 10 minutes for entry and exit for all parents.
- We will continue to follow the safety guidelines- Only one member per family to drop or pick the child.

## End of Day Pick Up - OT Students

### Monday to Thursday:

- **Foundation Stage -1 and Foundation Stage -2: 12:00 pm -12:20 pm**

### Friday:

- **Foundation Stage -1 to Year 13: 11:40 am -12:00 pm**





# END OF DAY COLLECTION

Year group	Collection Rooms	Pick up timings for Parents	Pick up timings for Parents
		Monday to Thursday	Friday
FS1 -A/B/C	FS1B	12:00 pm - 12:20 pm	11:40 am to 12:00 pm
FS1 -D/E	FS1D	12:00 pm - 12:20 pm	11:40 am to 12:00 pm
FS1 - F/G/H	FS1C	12:00 pm - 12:20 pm	11:40 am to 12:00 pm
FS2 -A/B/E	FS2A	12:00 pm - 12:20 pm	11:40 am to 12:00 pm
FS2 -C/D/G	FS2C	12:00 pm - 12:20 pm	11:40 am to 12:00 pm
FS2 -F/H	FS2B	12:00 pm - 12:20 pm	11:40 am to 12:00 pm
FS2 -I/J	FS2D	12:00 pm - 12:20 pm	11:40 am to 12:00 pm



# Foundation Stage 1 Staggered Start dates for September 2023

## Roll numbers 1 to 8

- |               |              |             |
|---------------|--------------|-------------|
| • Mon 28/8/23 | Thur 31/8/23 | Fri 1/9/23  |
| • Mon 4/9/23  | Thur 7/9/23  | Fri 8/9/23  |
| • Mon 11/9/23 | Thur 14/9/23 | Fri 15/9/23 |
| • Mon 18/9/23 | Thur 21/9/23 | Fri 22/9/23 |

## Roll numbers 9 to 16

- |               |              |             |
|---------------|--------------|-------------|
| • Tue 29/8/23 | Thur 31/8/23 | Fri 1/9/23  |
| • Tue 5/9/23  | Thur 7/9/23  | Fri 8/9/23  |
| • Tue 12/9/23 | Thur 14/9/23 | Fri 15/9/23 |
| • Tue 19/9/23 | Thur 21/9/23 | Fri 22/9/23 |

## Roll numbers 17 to 25

- |               |              |             |
|---------------|--------------|-------------|
| • Wed 30/8/23 | Thur 31/8/23 | Fri 1/9/23  |
| • Wed 6/9/23  | Thur 7/9/23  | Fri 8/9/23  |
| • Wed 13/9/23 | Thur 14/9/23 | Fri 15/9/23 |
| • Wed 20/9/23 | Thur 21/9/23 | Fri 22/9/23 |

**25<sup>TH</sup> SEPTEMBER 2023 ONWARDS EVERYONE**

**COMES EVERY DAY.**



# HEALTH AND SAFETY GUIDELINES

- **‘Stay at Home if Unwell’** policy must be followed by everyone to maintain health and safety standards.
- Please encourage your child to maintain good hand hygiene by frequently and properly washing hands or using hand sanitizers.
- All students must come to school wearing **their lanyards**.
- Please note that parents are required to wear their yellow lanyard with the parent ID card that is issued from school to access the school premises, to pick up and drop off their children and attend events.





# COMMUNICATION

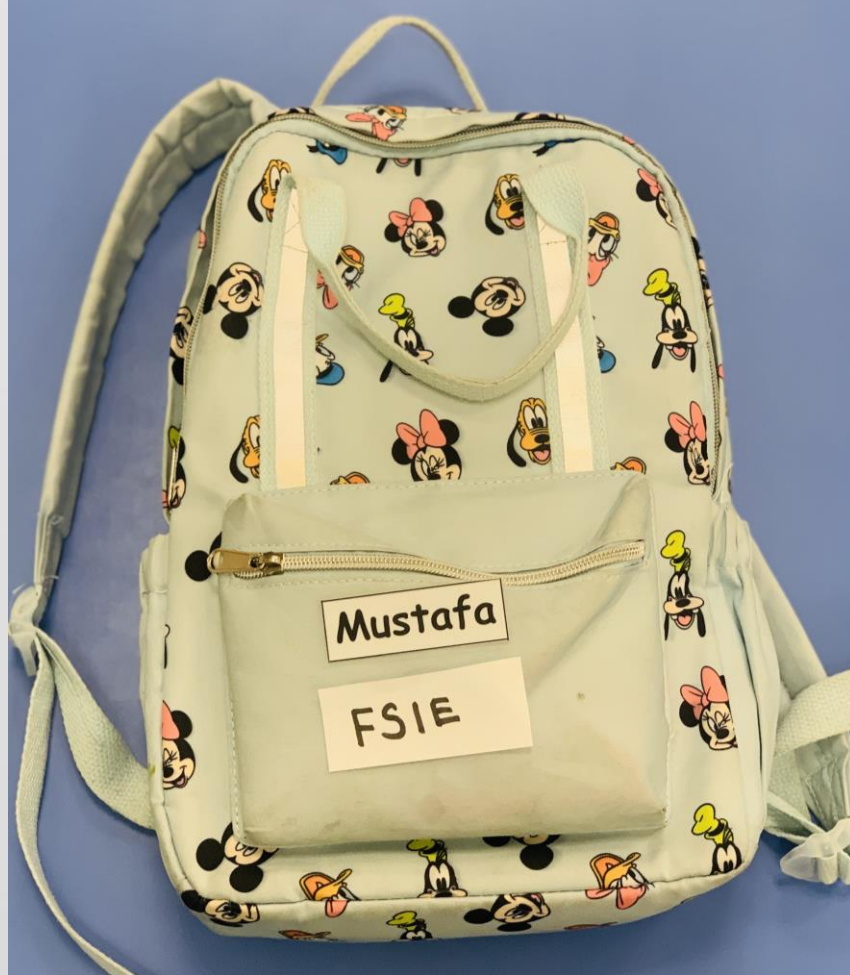
- We value our connect and communication with our parents and all stake holders.
- For any meeting with the teacher, parents need to write an email and take prior appointment.
- If there is any urgent message, we request you to call the school reception and leave a message. The teacher will call you back during her non-contact time.
- **Emails** -Teachers will get back to you within 24 hours. Teachers will be unable to reply to any emails during contact time.



# BOOKS & STATIONERY

- Bags, water bottles, lunch box and books must be clearly **labelled** with your child's name, class and section.
- Due to health and safety reasons, trolley bags are not allowed in the school premises.

# LABEL BAGS, LUNCH BOX, STATIONERY BOX & WATER BOTTLE





# SAY NO TO TROLLEY BAGS!



- Although bags on wheels look user friendly, they can be a tripping hazard in the hallways or while walking up or down a staircase. So, request you to support the **NO TROLLEY BAG** Policy of the school.

Say **YES** to  
**BACKPACK!!**



Say **NO** to  
**TROLLEY** bags!



# ATTENDANCE AND PUNCTUALITY



- To ensure your child's attainment and progress, it is imperative that your child maintains a healthy attendance record.
- Since attainment and progress is directly linked to attendance, we expect all children to be regular and punctual to school and to their lessons. We expect them to have at least 96% attendance per term.
- 'Stay at Home if Unwell' policy to be followed by everyone to maintain health and safety standards
- The latest your child should arrive by is 7:30 am in school. The school gate closes by 7:35 am.
- Students entering the class after 7:40 am will be marked late and late SMS will be sent to the parents.
- If your child is absent, for any reason, parents must email the teachers before 7:45am.
- After 3 late slips, parents will be required to have a meeting with the Head of Primary.



# UNIFORM POLICY

NOTE: Students are required to come to school in proper school uniform. In case, the uniform of their size is not available at **Threads - the uniform store**, they need to wear the shirt/trousers/shorts as applicable, closest to the colour of our school uniform.

FS children are expected to wear the correct uniform to school every day. It is the same uniform for both girls and boys, which includes

- Navy blue shorts, the school polo t-shirt
- Black Velcro shoes and navy blue/black socks.
- Accessories: Jewellery should not be worn with exception of a pair of small ear studs for girls.

- Please visit Threads warehouse in Time Square to purchase any  
Winchester Uniform Contact Details: THREADS HOLDINGS LTD FZT

Time Square Centre Outlet Telephone: +97143964837







# BREAK TIME

Please encourage your child to

- open the tiffin box and water bottle comfortably and independently.
- pack away the tiffin box properly.

Please send healthy finger food to school.

Please send sufficient water with your child for him/her to last the school day.

Please avoid sending nuts and eggs to school as students are allergic to them.

Please refrain to send any eatables for birthday celebration.



# SELF CARE SKILLS



Many everyday tasks need to be practiced, such as:

- Can wash hands independently.
- Is fully toilet trained.
- Can dress after using the washroom, including fastening and unfastening buttons and zippers.
- Can wear Velcro shoes independently.
- Can eat lunch or a snack without assistance, such as putting a straw in a juice box and opening a lunch box.





# WELL-BEING

Physical, social, and emotional well-being activities will continue to be integrated into every aspect of school life to develop resilience, optimism, self-confidence and a sense of belonging in our students through:

- Positive learning environment and time to reconnect with peers and teachers
- One to one or family counselling sessions & intervention and support
- Growth mindset culture and positive leadership opportunities for students.
- Student-led wellbeing initiatives that focus on physical, social, emotional and academic wellbeing.
- Regular assemblies on healthy lifestyle by school doctor
- Unity and team spirit





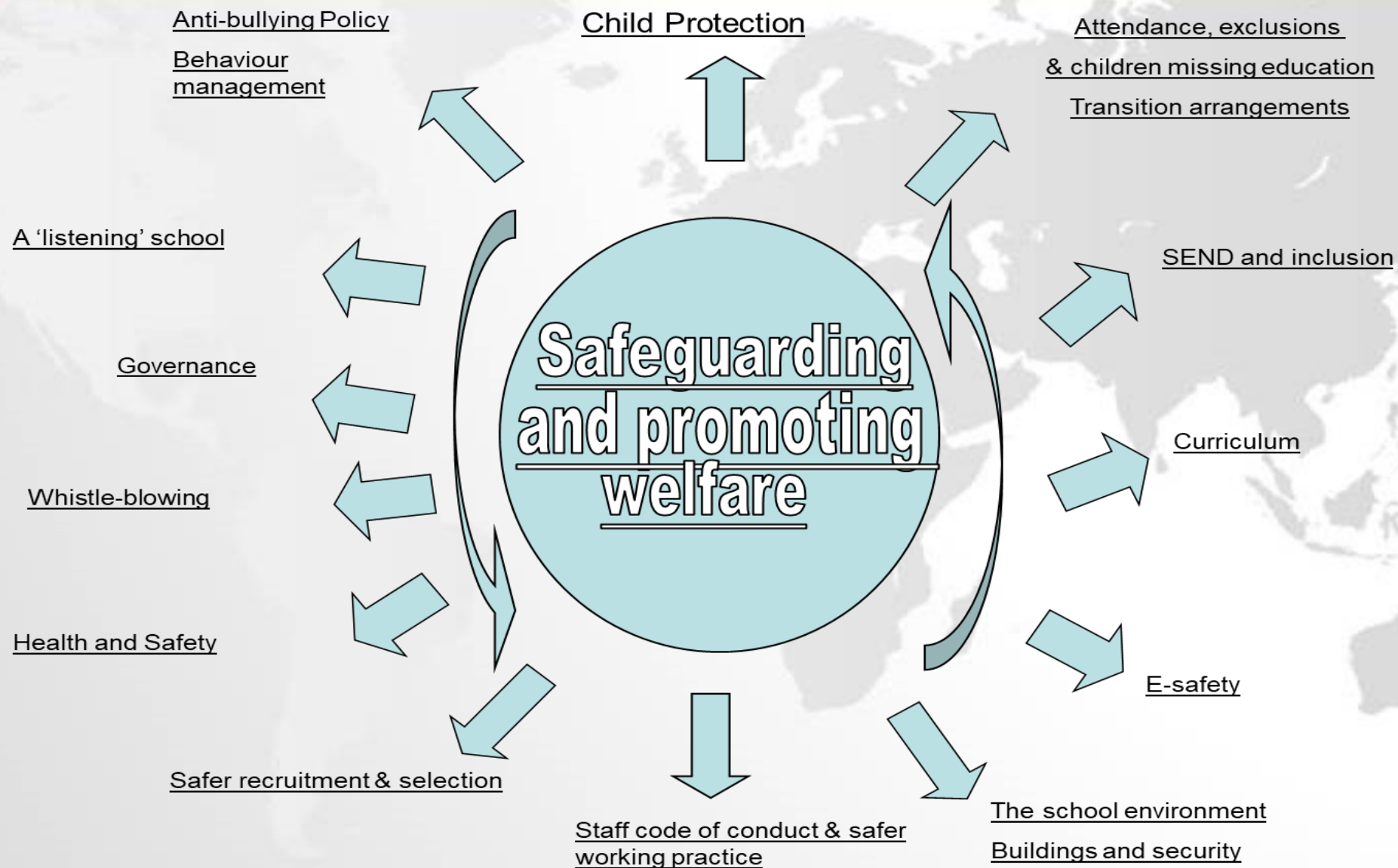
# WELL- BEING

The Wadeema's Law on Child rights: UAE Federal Law No 3 of 2016 and the Schools Child Safeguarding policies, child's wellbeing and basic rights should be kept foremost in all endeavors by parents and school.

- It is the combined duty of the parents and the school to ensure that students are healthy and safe and are able to access education continuously and consistently.
- Students must attend school regularly and parents must engage effectively in their learning and keep themselves updated about the expectations and policies.
- In case there is a valid reason for absence, parents must communicate the same immediately to the Form Tutor and Head of Key Stage.



# SAFEGUARDING AND CHILD PROTECTION





Designated Safeguarding Lead  
**Ms. Harpreet Kaur, Vice Principal**

Deputy Designated Safeguarding Lead  
**Mr. Neijin Pathrose, Head Health and Safety**  
**Jaya Paliwal, Head of Primary**  
**Priti Manoj, Head of Secondary**



# SAFEGUARDING AND CHILD PROTECTION



**Safeguarding** is the action that is taken to **promote the welfare of children** and **protect them from harm**.

Safeguarding means:

- **protecting children** from abuse and maltreatment
- **preventing harm** to children's health or development
- ensuring children grow up with the **provision of safe and effective care**
- taking action to enable all children and young people to have the **best outcomes**.

**Child protection** is part of the safeguarding process.

It focuses on **protecting individual children** identified as suffering or likely to suffer significant harm. This includes **child protection procedures** which detail how to respond to concerns about a child.



- ✓ A child's behaviour can help us determine if there are concerns.
- ✓ Most importantly- the child's voice is what will guide us.
- ✓ Embedding a safeguarding culture of care, support, listening allows us to differentiate between behaviours concerns and safeguarding concerns.



# In Summary

Support Positive Behaviour and Safe environment through:

- ✓ Positive Behavioural/Pastoral System
- ✓ Embedded Safeguarding Culture
- ✓ Understanding your students

A negative/ harmful behavior that is repeated even with intervention and support- may warrant further investigation as a safeguarding concern.... Investigate the why??

**Investigate via Guard, Protect, Prevent, Provide= Safeguarding**



# INCLUSION



- We are a fully inclusive school.
- The Head of Inclusion is Ms. Kathryn Darashah
- The Inclusion team works very closely with the teachers to support the students in the class.
- If a child has any need or learning difficulty, the inclusion team supports the student on a one on one basis.



# PHOENIX CLASSROOM

**The step-by-step manuals to access PHOENIX are provided in the links below:**


[Parent Manual to access Phoenix Classroom Step by Step Guide](#)

[Student Manual to access Phoenix Classroom Step by Step Guide](#)




# Weekly updates

# Family Learning Newsletter



## FS 1 Weekly Updates

Term 2 / / Week 8//20.2.2023 to 24.02.2023



### Upcoming Events


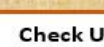
**UAE Reading Month: 1<sup>st</sup> – 31<sup>st</sup> March 2023**  
**World Wildlife Day: 3<sup>rd</sup> March 2023**  
**World Book Day (UK & Ireland): 3<sup>rd</sup> March 2023-** Children can bring their favourite book (labelled) to read with friends.  
 To celebrate World Book Day and World Wildlife Day, kindly send your child dressed in Pajamas in animal skin pattern like having stripes / spots / patches or any plain colour on Friday, 3<sup>rd</sup> March.

### News Headline

**Can happiness be the secret to a healthier life?**  
 Children can present their work through drawing and encourage them to express their ideas and build vocabulary.

### Jolly Phonics – /h/ and /r/

This week, we learnt letter sounds /h/ and /r/. Each letter sound was introduced with a story, song and an action. Students played games like mystery box, feed the monster, bingo game, memory game, peg the correct sound to pick and point to the object having the letter sound at the beginning, middle or end. They attempted to blend and read 2 and 3 letter words like **cat, kit, pet, hat, rat, hit** and were encouraged to read sight words- **I, the, is, to, go**. They were prompted to continue the rhyming string with a word and make alliterative words.  
**Jolly Phonics Phase 2 song link-**  
<https://www.youtube.com/watch?v=DBQ32Nkgv0>  
**Jolly Phonics Phase 1 segmenting and blending-**  
<https://www.youtube.com/watch?v=desktop&v=ZPTV77uIGDw>

Stories: 
Check Updates 









Our little learners enthusiastically participated in **International Mother Language day** by expressing their love for school in their mother tongue and native language.

**Literacy:**  
 This week we discussed- 'How the world goes around?' Children shared their interesting understanding and role of various community helpers they see around. They drew and spoke about them in detail, children were challenged to draw the equipment used by people who help us and the signs associated with them for example policemen, firefighters, doctors etc.

**Communication and Language:** Children enjoyed listening to stories on community helpers. They enjoyed reciting songs related to the people who help us. They were encouraged to reply using complex sentences like using and, because as they discuss.

**Mathematics:** Children were encouraged to give mathematical meanings to whatever was drawn by them. They were asked to count objects in their drawing, to create a shopping list and draw scoops of ice-cream on cones and later counted how many they have drawn.

**Physical Development:** Children sang and danced to action songs like 'Wiggle it'. Later they were asked to place their palm near their heart to feel how is it beating faster/slow. Children were made aware of the changes in their body after doing strenuous exercises like sweating, feeling thirsty and tired.

<div style="display: flex; justify-content: space-between; align-items: center;">  <div> <p>The Winchester School</p> <p>Family Learning Newsletter (FS 1) – September 2023</p> </div> <div>     </div> </div>			
Area of learning	Focus	Home activities/How can you help your child at home	Useful website
<b>Prime Area</b> <b>Communication and Language</b>	<b><u>Listening and attention</u></b> Listens with interest to the noises adults make when they read stories.	<b>Encourage</b> your child to listen to stories. To captivate and gain your child's attention during story time, make animal sounds, use some friendly puppets and toys from the toy box.	<a href="#">Home stuff Sounds</a> 
	<b><u>Understanding</u></b> Identifies action words by following simple instructions e.g Show me jumping.	<b>Share</b> new words in the context of play and activities and explain their meaning. Talk using flashcards or picture books to let them understand the meaning of different actions. Share stories with your child and ask questions. For e.g.: Show who is at the door? What is the girl doing? Show me who is dancing? Point who is running in the story?	<a href="#">Action Words</a> <a href="#">Action words song</a> 
	Developing understanding of simple concepts e.g fast/slow, good/bad.	<b>Encourage</b> your child to use lots of language during interaction and discussion. Turn everyday situations into opportunities for discussion and description. Reward each time your child attempts a new word by giving them attention and affection. <b>Talk</b> and describe the objects, movements and qualities around them. Play opposites! play word games where you guess the antonym (for example go/come, do/undo, quietly/loudly). Always introduce antonyms (opposites) in their pairs (for example hot/cold, big/small, nice/mean, in front/behind).	<a href="#">Opposites for Kids</a> 





# KEY POLICIES

Please read the key policies of the school carefully.

**From:** WELCOME MESSAGE FROM THE PRINCIPAL <[communication\\_win@gemsedu.com](mailto:communication_win@gemsedu.com)>  
**Sent:** Wednesday, August 24, 2022 8:09 AM  
**Subject:** WELCOME MESSAGE FROM THE PRINCIPAL

24<sup>th</sup> August 2022

Dear Parent,

Welcome to The Winchester School, Jebel Ali - **A community of learners and leaders!**

We are all so excited and ready to welcome you all to the academic year 2022-23. I am confident with our continued strive for excellence for our students - our future, we will work most cohesively and collaboratively to make it a yet another successful year!

We are very proud of our school and the accomplishments of our students and staff. The dynamic combination of our professional educators, dedicated parents and community members ensure that all students reach their maximum potential and become lifelong learners. Please do follow and keep yourself updated through our social media handles:

Facebook: [The Winchester School - Jebel Ali | Facebook](#)  
Instagram: <https://www.instagram.com/winchesterjebelali/>  
Twitter: [@winchesterjebelali](#)

Please do join me to congratulate all the students and staff for yet another year of excellent achievements and results for June 2022. Please click on [link](#) to see all results highlights.

At the Winchester School we always strive to make all experiences in the best interest of our children, this year we have to continue to collectively share responsibility of ensuring health and safety of all our children, staff and families.

**We request all parents to please adhere to the following for a safe, healthy and smooth first term:**

While we continue to strive for excellence, we will strengthen and deepen how we collaborate, make decisions, and solve problems together, we will be putting a stronger focus on continuing to build safe community with each other, our students, and you parents.

I am confident you will all agree, this can be achieved by outstanding partnership with all stakeholders. We will work collaboratively ensuring every child excels and achieves beyond their potential, securing their aspirations, which is the biggest success for us all.

We strongly believe and embrace a "Growth Mindset" – Every day we are afforded an opportunity and we all must pledge to make a positive difference in our own lives and the lives of our students - our future! Our passion and commitment is to ensure each child has a clear goal/ aspiration and is committed to achieve their best and maximizing their potential will be the driving motivational force to make our school better than previous day, day on day and the best it can be, regardless of any challenges.

I trust you will embrace the opportunity to be a part of WIN family and work in close partnership with the school to meet the set goals and highest standards. We had introduced Student Profiles and this led to better impact in student outcomes. I encourage you to work with your child and their teachers to ensure this is completed within the first 2 weeks of school and please keep it updated. More information regarding this will be shared by the Form Tutors next week.

We also request you to update your information about STS bus use/your own arrangement for drop off/pick up. Please take time to read the Welcome Pack sent by respective Head of School and Form Tutors. I encourage you all to attend the parent orientations to be fully aware of all ways of working and updated expectations.

Please find attached the [Parent Handbook](#) for information on the school's current provision. Please follow the [link](#) to access and read the key school policies.

Together We Can!

Most sincerely,

**Meenakshi Dahiya**  
Principal and CEO



[About Us](#)

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**View our policies, booklets and presentations.**

## Policies



GEMS Child Safeguarding Policy Statement

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Admission Policy

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Anti Bullying Policy

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Assessment policy

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Attendance Punctuality Policy and Procedures

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Behavior and Discipline Policy

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# Important Forms

## Declaration Form

### Declaration Form

I acknowledge that my son/daughter and I have read through, understood the following policies carefully and will support my child to abide by the schools expectations.

\* Required

1. Student Name \*

2. Year Group \*

Select your answer

3. Section \*

Select your answer

4. Parent Name \*

## Medical and Allergy Form

### Medical and Allergy Action Plan

Instruction: Kindly fill all the details. Please write NA if not applicable.

\* Required

1. Name of the Student \*

2. Year Group \*

Select your answer

3. Section \*

Select your answer

4. Medical Condition (If any) \*

☐ YES

☐ NO

**It is mandatory for all parents and students to read the policies and agreements and fill the forms by the 1<sup>st</sup> of September.**



# CELEBRATIONS

We have a very strong **REWARD** system-

- ✓ Star of the week
- ✓ Certificates of appreciation to recognise students' efforts and achievements in class
- ✓ Certificates of participation
- ✓ Principals' Letter of Commendation
- ✓ Gold Leaf Award
- ✓ Verbal Praise, Recognition and Acknowledgment
- ✓ Positive calls and mails to the parents.



# SUMMARY OF TERM DATES-2023-2024



## Term 1 (August – December 2023)

New Student Induction	Monday, 28 August (All new students)
Start of term for All Students	Tuesday, 29 August
Half Term	Thursday, 19 October until Wednesday, 25 October (students)
National Commemoration Day & UAE National Day Holiday	Friday, 1 December to Sunday, 3 December (inclusive)
Last day of term for Students	Friday, 8 December
Winter break	Monday, 11 December to Friday, 29 December

## Term 2 (January – March 2024)

Start of Term	Tuesday, 2 January
Half Term	Friday, 16 February until Monday, 19 February (students & staff)
Last day of term for students	Friday, 22 March
Spring break	Monday, 25 March to Friday, 5 April

## Term 3 (April – July 2024)

Start of term	Monday, 8 April
*Last day of term for students & Staff	Wednesday, 3 July

**\*All Islamic holidays are subject to confirmation from the Ministry of Education**



# Thank you.

