

Parent Handbook 2017-2018

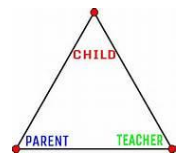
New Initiative:



- ❖ Clubs-Writers club, Imagine and illustrate, Creative creation and music with movements
- ❖ Mini Library
- ❖ Show and Tell.
- ❖ Reading café
- ❖ Newsletters will be updated twice a month.
- ❖ Students Online work profile.
- ❖ Many more new starts will be taken as we progress throughout the year.

Parent as Partners:

- ❖ AJ looks forward to build a healthy relationship with parents and to grow the child's learning.
- ❖ We request parents involved in different expertise to come forward be our partners in bringing difference to each Child's learning ability.
- ❖ We invite parents to take out time from their busy schedule and come to their kid's class in KG to help decorate the class, donate reading books for library on your child's birthday, come as guest speakers or readers and do some fun activity.



Things to Remember:

School Timing:

8:15 – Dropping time

12:30 – Picking time

Terms:

The school year is divided into 3 terms:

- Term 1- September – December
- Term 2- January – March
- Term 3- April – June

Note: Each term is allotted with two themes.

Attendance:

- Not more than 5 days of leave.
- No leave can be guaranteed after opening of the classes.
- No leave allowed before and after the holidays.
- Below 95% of absence will mean NO PROMOTION.
- Medical certificate to be attached if it is a sick leave.
- LEAVE:
- 1-3 days – Inform Homeroom Teacher.
- 5 days or more – Inform Head of KG.
- 15days or more-Inform Ministry
- Apply for a leave and attach the medical certificate.

Classroom Visit:

- Parents are not allowed to visit the classroom during class hours.
- Parents can meet the teacher at 12:45pm only with prior appointment from the front office.
- Parents are not allowed to talk to the teacher during dispersal time.

Things To Remember



No Comparison:

- All students require the same basic educational development therefore; students are treated equally regardless of nationality, status, or creed.

Accessories:

- Wearing of jewelries should be strictly avoided.
- No responsibility will be taken for any loss.

Uniform:

- Regular uniform
- P.E Uniform (according to the class time table)
- School ID card.
- White shoes and socks (for P.E) and Black shoes with white socks with regular uniform.
- School's jacket during winter.

Classroom requirements:

- **BOOKS:** The books are collected and kept in the school for the whole academic year.
- **Note –** books should be covered with plastic and labeled.
- Kindly label all your children's belongings and winter jacket also.

Diary:

- It should be sent to school every day .Proper use of diary should be made for sending messages to teacher and vice versa. The 1st page & 2nd page should be filled completely.

Circular:

- The circulars should be read carefully and where necessary, acknowledge and send to school the next day.

Open house:

- It is compulsory for the parents to attend the parents' teachers meeting to know the performance of the child.

Visits, events, Activities and Outings:

- It is conducted in every term. The child should be sent in regular uniform .They have to carry lunch box, tissue /napkin /wipes, sanitizer and cap.

Competitions:

- Children should be encouraged to participate in all the competitions held in school.
- Certificates to be awarded for the first three positions.

Assessments:

- The kindergarten has no marks/grades. The child is being assessed through daily observation and after each theme on the EYFS Rubrics.

Birthday Celebrations:

NOTE: NO cake, pastries, donuts or freezy drinks allowed.

Children's can bring Chocolates.

- ❖ **Parent can make it a more special day for their child by** donating reading books for library on your child's birthday or come as guest speakers or readers and do some fun activity.

Other concerns:

EXTRA DRESS: One extra set of clothing should be always in the Childs bag for emergency purposes.

SNACKS: Send only healthy and enough food for the child to eat. (NO CHIPS & FREEZY DRINK)

Carry a napkin/wipes/tissue and a sanitizer