

Parent Handbook 2015—2016



Welcome to
Newton International School

D Ring





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WELCOME Newton International School Students and Parents

Mrs Trudie Masterson
BA (Hons); PGCE

PRINCIPAL



Dear Parents

Welcome to Newton International School D Ring. We are delighted that you have entrusted your children to our care and we hope that their time with us will be productive and enjoyable. This handbook has been designed to provide an information guide to the daily operating policies and procedures. Your familiarity with them will help make your child's day a most rewarding experience.

It is by no means definitive but we hope that it will answer most of your queries with regards to life at Newton International School D Ring. Not all policies and procedures can be listed here and we will be happy to answer any questions you may have.

We believe that each family contributes directly to the success of the school and we value your input. We are delighted to welcome you as a member of our community.

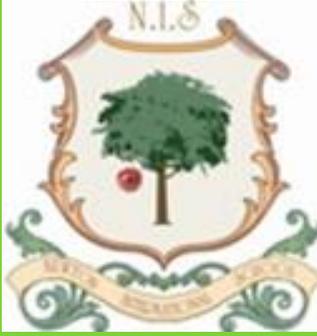
Our Vision, Mission and Values

An international community of learners striving for excellence and celebrating success.

Our Mission:

We aim to provide the highest quality of education possible for all our students. In doing so, we aim to positively encourage each student to achieve academic excellence, celebrate diversity, develop critical thinking skills and become lifelong learners and responsible citizens.

To achieve this, we will provide a diverse education in a safe, supportive environment that promotes positive discipline and self-motivation. We will provide and maintain a trusting and caring atmosphere where teaching and learning is meaningful and developed. We will work in partnership with our staff, students, parents and wider community to achieve our vision.



Our Values

RESPECT	Self-respect, respect for students/ staff /parents and cultures. Respect for personal and community property
HONESTY	Honesty in all our actions
TRANSPARENT COMMUNICATION	Open and effective communication among students, staff, and parents
EMPATHY	Understanding and appreciation of the feelings of others
SUPPORT	Support the development of each individual to his/her full potential.
DIVERSITY	Appreciation of all languages, traditions, religions and cultures.
SOCIAL RESPONSIBILITY	Development of responsible citizens through community service.
PERSONAL ACCOUNTABILITY	Highest personal commitment to taking responsibility for our actions
ENVIRONMENTAL AWARENESS	Respect for our environment.

The behaviour we expect from children and all in our school community come from what we value. Our values also shape how we manage behaviour in our school.

In Newton D Ring we value:

- ◆ Respect for each other – to treat others how we wish to be treated
- ◆ Celebration of each other’s differences
- ◆ Accepting responsibility for our actions
- ◆ Taking a pride in our school, our work and our community
- ◆ Working co-operatively with each other
- ◆ Taking responsibility for our own learning and behaviour, where everyone tries their best.

All members of our school have rights, and with those rights come responsibilities.

Rights	Responsibilities
Children have a right to learn	Children have the responsibility to try their best at all times, to allow others to learn and to not disrupt teaching.
Teachers have a right to teach without their lessons being disrupted	Teachers have a responsibility to provide an exciting, dynamic and challenging curriculum for all children.
All have a right to be listened to with respect	All have a responsibility to listen to others with respect.
All members of the school's community have a right to feel safe and secure	All have a responsibility to behave in a way that allows everyone to feel safe and secure.
All have a right to work in a positive learning environment	All have a responsibility to show courtesy and consideration towards each other.
Children have a right to be guided and supported with their behaviour	Children are responsible for their own behaviour and for following our school rules.



The School Day

The school day starts at 7:00am and finishes at 12.30pm for EYFS and 1:30pm for the rest of the school. There are two breaks during the course of the morning. Please ensure that you child arrives at school punctually and is collected on time at the end of the day.

Dropping off and Collection of Children

Please note that the two roads on the sides of the school are busy and quite congested in the mornings and afternoons. Parents and drivers are asked to be extremely vigilant and cautious when dropping off and collecting their children.

We encourage our students to practise Road Safety and would encourage you to ensure that your child wears their seat belt whether seated in the front or back of your vehicle.

Parents and drivers are asked not to come into the school buildings to collect children. This not only causes congestion, but adult conversations often disrupt the last lesson of the day.

Parents are asked to only come onto the school premises 5 minutes before the end of the day to collect children.

Newton International School D Ring

D Ring School comprises of four Key Stages:

- Early Years Foundation Stage
Foundation 1 and 2 - (3-5yrs)
- Key Stage 1
Year 1 & Year 2 (5-7 yrs)
- Key Stage 2
Year 3 – Year 6 (7-11 yrs)
- Key Stage 3
Year 7 & 8 (11-14 yrs)



EYFS Curriculum

The EYFS is all about play based learning. EYFS teachers are not 'conventional teachers', we don't have desks in our classrooms and the classroom is divided into child friendly areas (role play, construction/malleable, quiet/book and creative/art areas). The EYFS framework explains that a classroom should have access to various areas of learning. A stimulating and child orientated environment, where children have access to resources and a choice of what they would like to do. Practitioners do not teach large groups of children, but focus on observing all their children within small groups and individually in order to assess that child's individual learning needs. We use the 'Development Matters Statements (2012)' to help us see where the children are according to their age and development.

The EYFS works on 4 basic principles, A Unique Child (each child has different learning needs, strengths and areas of improvement), Positive Relationships (looking at the relationships surrounding the child, eg: teacher, parents and peers), Enabling Environments (Children must be provided with stimulating environments) and Learning and Development.

Within Learning and Development there are seven different areas. These areas of learning and development have now been split into 3 prime areas and 4 specific areas as follows.

Three areas are particularly crucial for igniting children's curiosity and enthusiasm for learning, and for building their capacity to learn, form relationships and thrive. These three areas, the **prime** areas, are:

- Communication and Language;
- Physical Development; and
- Personal, Social and Emotional Development.

We also support children in four **specific** areas.

The specific areas are:

- Literacy;
- Mathematics;
- Understanding the World; and
- Expressive Arts and Design.

In Foundation 1, we have begun to start teaching the jolly Phonics program to raise Literacy standards. In Foundation 2, we teach phonics, handwriting, blending sounds and eventually reading (at a basic level) for Literacy.

Mathematics in F1 covers numbers, shapes and colours as well as various goals according to the Development Matters statements. In F2, we cover numbers to 20, space shape and measures and addition and subtraction to 5, as well as various goals according to the Development Matters statements. We teach this using fun, stimulating and interactive activities.



Key Stage 1 Curriculum

Key Stage 1 consists of Years 1 and 2. The courses for KS1 are designed to meet the requirements of the English National Curriculum.

Subjects

English	Mathematics
Science	Geography/History
Qatar History	Art & Design & Technology
Arabic	ICT
Islamic Studies	Music
Citizenship	P.E.

English

At Newton International School we use the National Literacy Strategy to deliver the English programme. Each unit of work covers aspects of Speaking and Listening, Word, Sentence and Text-level work. Within the Word-level work children will look in depth at different spelling patterns, rhyming words and handwriting skills. Sentence-level work consists of grammar and punctuation work, while text-level work looks in depth at how texts are constructed and teaching the children to write their own texts in these styles.

The British National Literacy Strategy ensures all students are given the opportunity to work with different types of texts, both fiction and non-fiction. Speaking and Listening is integrated into every aspect of school life. The students are always encouraged to speak in English. They have opportunities to perform in class assemblies to a wider audience, which also encourages listening skills.

A very important part of English teaching is reading. The students read books in school during Guided Reading and at home to practise the words and fluency of their reading as well, as their comprehension. Students also read other texts during the Literacy Hour. These texts may be more difficult than their individual reading book so the range of abilities in the class is covered. Children will also focus on handwriting, where they will be expected to join their writing by the end of Year 2. Key Stage 1 also use Jolly Phonics and learn letter sounds and blends to help with spelling, writing and reading.



Mathematics

At NIS we follow the National Numeracy Strategy which we use to plan and implement our Mathematics programme. Mathematics lessons are carried out daily in every class across the primary school.

Assessment for Mathematics is on-going throughout the year. It involves the regular completion of practical tasks and written assessments related to the units covered.

We support the learning needs of individual children as suggested in the Numeracy Strategy and to this end, children are grouped according to their ability and the activities they complete reflect their level of knowledge and understanding.

The main mathematical topics covered within each year group include:

- Numbers and the number system
- Counting and number sequences
- Place value and ordering
- Estimating and rounding
- Calculations
- Understanding addition and subtraction
- Mental calculation strategies for addition and subtraction
- Understanding multiplication and division
- Mental calculation strategies for multiplication and division.
- Problem-solving
- Making decisions
- Reasoning about numbers or shapes
- Problems involving “real life”, money and measures
- Handling Data
- Organizing and using data
- Graphs
- Measures, Shape and Space
- Measures related to length, mass, capacity, calendars and time
- Shape and space- 2D, 3D, position, patterns

Humanities

Geography and History are often linked. History topics include a study of the seaside, Florence Nightingale, Toys, Homes and the Great Fire of London. KS1 Geography covers such topics as: Around the School, Leisure Time and Travelling, The Local area and Safety, The Seaside and Katie Morag.



Science

In Science students will experience an integrated programme through a variety of topics. The topics are organized as follows:

- Year 1:** All about me/Ourselves
Growing Plants
Sorting Materials
Light and Dark
Pushes and Pulls
Sound and Hearing
- Year 2:** Health and Growth
Plants and Animals
Variation
Changing Materials
Pushes and Pulls
Using Electricity

Students will learn about a wide range of living things, materials and phenomena. They will start to create links between ideas and apply their knowledge and understanding of scientific ideas to everyday things and their personal health.

Students will have the opportunity to take part in a “Science Week,” in which they will have the chance to do lots of ‘hands on’ science activities.

Key Stage 2 Curriculum

Key Stage 2 consists of Years 3, 4, 5 and 6. The courses for KS2 are designed to meet the requirements of the English National Curriculum.

Subjects

English	Mathematics
Science	Geography/History
Citizenship	Art & Design
Arabic	P.E.
Qatar History	ICT
Islamic Studies	Music
French	



English

At Newton International School we use the National Literacy Strategy to deliver the English programme. Each unit of work covers aspects of Speaking and Listening, Word, Sentence and Text-level work. Within the Word-level work children will look in depth at different spelling patterns, rhyming words and develop their handwriting skills. Sentence-level consists of grammar and punctuation work, while Text-level work looks in depth at how texts are constructed and teaches the children to write their own texts in these styles.

The British National Literacy Strategy ensures all students are given the opportunity to work with different types of texts, both fiction and non-fiction.

Speaking and Listening is integrated into every aspect of school life. The students are always encouraged to speak in English. They have opportunities to perform in class assemblies to a wide audience, which also encourages listening skills.

A very important part of our English teaching is reading. The students read books in school during Guided Reading and at home to practice the words and fluency of their reading, as well as their comprehension. Students also read other texts during their English lessons. These texts may be more difficult than their individual reading book so the range of abilities in the class is covered. Also within English lessons, children will focus on handwriting and spellings, which will be tested weekly.

Mathematics

At NIS we follow the National Numeracy Strategy which we use to plan and implement our Mathematics programme. Mathematics lessons are carried out daily in every class across the primary school. These daily lessons have a 3-part structure. Every lesson begins with a mental warm-up, followed by 45 whole class and group activities based on specific skill development. The lesson ends with a short follow-up, where the main concepts taught in the lesson are revisited and clarified.

Assessment is on-going throughout the year. It involves the regular completion of practical and written tasks related to the units covered. Each week there will be a Mental Mathematics test or a short check-up test, based on the unit studied that week.



The main mathematical topics covered within each year group include:

Numbers and the number system

- Counting and number sequences
- Place value and ordering
- Estimating and rounding
- Fractions

Calculations

- Understanding addition and subtraction
- Rapid recall of addition and subtraction facts
- Mental calculation strategies for addition and subtraction
- Pencil and paper procedures for addition and subtraction
- Understanding multiplication and division
- Rapid recall of multiplication and division facts
- Mental calculation strategies for multiplication and division.
- Checking results of calculations

Solving Problems

- Making decisions
- Reasoning about numbers or shapes
- Problems involving “real life”, money and measures

Handling Data

- Organising and using data
- Graphs and charts

Measures and Shape

- Measures related to length, mass, capacity, calendars and time
- Shape and space- 2D, 3D, position, compass directions, angles, patterns

Humanities

Geography and History are often linked. History topics include a study of an Ancient Civilization in each year group, for example, the Greeks or Egyptians, and more recent British history, such as the Victorians. KS2 has incorporated the, ‘History of Qatar’ into its curriculum as part of the local history unit. Geography covers mapping skills and topics such as Water and Climate.



Science

In Science students will experience an integrated programme through a variety of topics. The topics are organized as follows:

- Year 3:**
- Teeth and eating
 - Characteristics of Materials
 - Helping plants grow
 - Rocks and Soils
 - Magnets and springs
 - Light and shadow
- Year 4:**
- Moving and Growing
 - Keeping warm
 - Friction
 - Habitats
 - Solids, liquids and how they can be separated
 - Circuits + conductors
- Year 5:**
- Keeping healthy
 - Life cycles
 - Earth, Sun and Moon
 - Changing state
 - Earth, Sun and Moon
 - Changing sounds
- Year 6:**
- Interdependence and adaptation
 - Micro-organisms
 - More about dissolving
 - Reversible and irreversible changes
 - Forces in Action
 - How we see things
 - Changing Circuits

Students will learn about a wider range of living things, materials and phenomena. They will start to create links between ideas and apply their knowledge and understanding of scientific ideas to everyday things and their personal health.

Students will have the opportunity to take part in a, 'Science Week,' in which they will have the chance to do lots of 'hands on' science activities.



Specialist Subjects in Key Stages 1 and 2

ICT (Computers)

There are two computer suites available for Primary to use. Each class visits the computer suite once a week.

Here at NIS, we feel that it is very important for our students to be confident when using the computer. Students will have the opportunity to use multimedia packages to present their work and use a variety of programmes to broaden their knowledge base.

Each year group follows a prescribed course, based on the National Curriculum. This subject is taught by a specialist teacher.

PE (Physical Education)

In PE the students acquire and develop skills in dance, games, gymnastics and swimming. Understanding the need to be fit and healthy and developing skills in movement and coordination are the fundamentals of our PE programme. All students are required to take part for their own personal benefit and safety. PE is taught by specialist staff.

Art & Design and Design Technology

In Art, students have the opportunity to study the work of artists and copy their artistic style. Topics are varied and are often linked to humanities topic work, incorporating different skills and forms of art. D&T helps pupils to develop an understanding of technological processes, products, and their manufacture, and their contribution to our society. Art is taught by specialist staff.

Music

Students have music lessons each week. Not only do students learn to sing new songs, but they also have the opportunity to learn to play instruments, and play these in time to different rhythms. Music is a compulsory part of the British National Curriculum, and **all** students are expected to take part in the lessons.

French

All children from Year 4 through to Year 6 will learn French. They will study different topics in French, ranging from numbers and the alphabet, to being able to introduce themselves in French and talk about their families. French is taught by a French native speaker.



Arabic, Islamic and Qatar History

The Arabic curriculum consists of three levels. Each level aims to help students acquire good speaking, listening and reading skills. Easy Arabic lessons help beginners build a gradual interest in developing practical linguistic skills in listening, speaking, reading and writing. All this aims to help the student be able to pronounce and speak Arabic more fluently.

Features of an Arabic lesson:

- The build-up of linguistic skills to cater to different levels in Arabic
- Focus on reading and listening - this is very practical for beginners
- An increase of Arabic-language skills delivered in a fun and exciting way
- The ability of students to read properly is enhanced by starting with phonetic awareness and then reading aloud.
- Students' physical and mental abilities are expanded by doing text-level work or grammar-based book exercises such as:
 - i. Providing word synonyms, antonyms and singular, dual and plural forms
 - ii. Comprehending over 80% of Arabic texts
 - iii. Building correctly structured and meaningful sentences and short paragraphs, while looking at picture prompts and discussing the lesson's subjects
 - iv. Forming basic Arabic sentences, then applying advanced structures to re-form those sentences and use them in daily life.
 - v. Writing sentences related to lesson's subjects, then correcting mistakes by writing words phonetically.

Islamic and Qatar History

These lessons are taught by the Arabic department staff for fluent Arabic speakers. Non-Arabic speakers will receive instruction from their class teachers in Citizenship when Islamic is being taught and the Qatar History programme will be delivered to them in English.



Key Stage 3 Curriculum

Key Stage 3 consists of Years 7 and 8. The courses for KS3 are designed to meet the requirements of the English National Curriculum and are all taught by specialist teachers.

Subjects

English	Mathematics
Science	Geography
History	Art & Design
Arabic	P.E.
Qatar History	ICT
Islamic Studies	Citizenship
French	

English

At Newton International School we use the National Literacy Strategy to deliver the English programme. Each unit of work covers aspects of Speaking and Listening, Word, Sentence and Text-level work. Within the Word-level work children will look in depth at different spelling patterns and develop their handwriting skills. Sentence-level consists of grammar and punctuation work, while Text-level work looks in depth at how texts are constructed and teaches the pupils to write their own texts in these styles.

The British National Literacy Strategy ensures all students are given the opportunity to work with different types of texts, both fiction and non-fiction.

Speaking and Listening is integrated into every aspect of school life. The students are always encouraged to speak in English. They have opportunities to perform in class assemblies to a wide audience, which also encourages listening skills.

A very important part of our English teaching is reading. The students read books in school during Guided Reading to increase their fluency and comprehension. These texts vary in difficulty so that the range of abilities in the class is covered.



Mathematics

At NIS we follow the National Numeracy Strategy which we use to plan and implement our Mathematics programme. Mathematics lessons are carried out daily.

Assessment is on-going throughout the year. It involves the regular completion of practical and written tasks related to the units covered. Each week there is a Mental Mathematics test or a short check-up test, based on the unit studied.

Science

In Science students will experience an integrated programme through a variety of topics. Students will be taught science in our Science Laboratory. Students will learn about a wider range of living things, materials and phenomena. They will start to create links between ideas and apply their knowledge and understanding of scientific ideas to everyday things and their personal health. Students will have the opportunity to take part in a, 'Science Week,' in which they will have the chance to do lots of 'hands on' science activities.

Humanities

Geography and History are taught separately in Key Stage 3. They cover a variety of topics and focus on students using skills related to these different subjects in order to enhance their learning. There is a larger focus on self-study for these subjects than in the Primary phase.

ICT (Computers)

Each class visits the computer suite three times a week. Here at NIS, we feel that it is very important for our students to be confident when using the computer. Students will have the opportunity to use multimedia packages to present their work and use a variety of programmes to broaden their knowledge base. Each year group follows a prescribed course, based on the National Curriculum. This subject is taught by a specialist teacher.



PE (Physical Education)

In PE the students acquire and develop skills in games, gymnastics and swimming. Understanding the need to be fit and healthy and developing skills in movement and coordination are the fundamentals of our PE programme. All students are required to take part for their own personal benefit and safety. PE is taught by specialist staff.

Art and Design Technology

In Art, students have the opportunity to study the work of artists and copy their artistic style. Topics are varied and incorporate different skills and forms of art. D&T helps pupils to develop an understanding of technological processes, products, and their manufacture, and their contribution to our society. Art & DT is taught by specialist staff.

French

All pupils will learn French. They will study different topics in French, ranging from being able to introduce themselves in French and talk about their families. French is taught by a French native speaker.

Arabic, Islamic and Qatar History

The Arabic curriculum consists of three levels. Each level aims to help students acquire good speaking, listening and reading skills. Easy Arabic lessons help beginners build a gradual interest in developing practical linguistic skills in listening, speaking, reading and writing. All this aims to help the student be able to pronounce and speak Arabic more fluently.

Features of an Arabic lesson:

- The build-up of linguistic skills to cater to different levels in Arabic
- Focus on reading and listening - this is very practical for beginners
- An increase of Arabic-language skills delivered in a fun and exciting way
- The ability of students to read properly is enhanced by starting with phonetic awareness and then reading aloud.



- Students' physical and mental abilities are expanded by doing text-level work or grammar-based book exercises such as:
 - i. Providing word synonyms, antonyms and singular, dual and plural forms
 - ii. Comprehending over 80% of Arabic texts
 - iii. Building correctly structured and meaningful sentences and short paragraphs, while looking at picture prompts and discussing the lesson's subjects
 - iv. Forming basic Arabic sentences, then applying advanced structures to re-form those sentences and use them in daily life.
 - v. Writing sentences related to lesson's subjects, then correcting mistakes by writing words phonetically.

Islamic and Qatar History

These lessons are taught by the Arabic department staff for fluent Arabic speakers. Non-Arabic speakers will receive instruction from their class teachers in Citizenship when Islamic is being taught and the Qatar History programme will be delivered to them in English.

Assessments and Reports

There are different types of assessments within the school. Throughout the year teachers carry out continuous assessment on the pupils. We also conduct weekly spelling tests, termly Mathematics check-ups and Mental Maths' tests. Each term we have end of topic tests and the end of term assessments. All marks are collated and reflected on the end of term report.

Reports are issued to students at the end of each term. End of Term 1 and 3 are more detailed reports, whereas Term 2 is a snapshot of your child's progress. The reports are very informative and help parents to understand their child's academic strengths and become aware of areas where there is room for improvement. Reporting of academic progress within the reports follows the National Curriculum levels. Reports are usually issued before parent meetings so that parents can use the reported information to discuss their child's progress further.

There will be a Parent Workshop during the year to explain this in more detail.



How to help your Child succeed at School

Talk to your child at the end of each day and ask them what has happened at school and what they have learned. Make a fuss when the child has been complimented or rewarded. Meet your child's teachers whenever you can. Do not hesitate to contact the school to discuss issues. We are here to help in any way we can. Ensure your child arrives at school on time, and has all equipment ready for lessons. Make sure your child has the time and opportunity to do his homework. Ensure that your child has enough sleep so they are focused and ready to learn in class.

The co-operation and support of parents is necessary to ensure the successful progress of each child.

Information / Parent Meetings

At the beginning of the year, parents are invited to attend an Open Evening when staff will present their aims for the academic year. Parents will have an opportunity to ask questions of teachers and find out about the learning objectives for the year. Key Stage Coordinators and SMT will be present at these meetings to answer any queries you may have.

There will also be a number of parent workshops held throughout the year to ensure that parents are better informed about how the school is run. These will include sessions on Assessment, Behaviour Management, Homework, Marking of work and Curriculum content.

Parent-Teacher Interviews are held each term. These are an important time to discuss your child's progress. Please ensure that you attend these meetings.

Should you wish to meet with your child's teacher at any other time, you are more than welcome to. We do ask that an appointment be made by telephone so that teachers can be available for consultation. Teachers must not be disturbed during their teaching time. You may also meet with the Key Stage Coordinator or a member of SMT by making an appointment at the Reception desk.



Assembly

Assemblies are held every week on a Thursday. During assembly students have the opportunity to showcase what they are learning in the classroom as well as get rewarded for good behaviour and good work. Parents are invited to some of our assemblies over the course of the year.

Activity Weeks

Newton International School runs activity weeks throughout the year. The students find the weeks very enjoyable and learn a lot whilst having fun. The events for this year include:

Science Week	School Fair	Maths Week
Healthy Eating Week	Book Week	Arts
International Week	Sports Day	Road Safety

Trips

Each class will be taken on at least one trip each term during the year. Trips will usually be educational although occasionally students are taken on fun trips to celebrate achievements and hard work. It is crucial that permission slips are returned, otherwise children cannot attend the trip.

Extra-Curricular Activities (ECAs)

ECAs are offered each term to the students. ECAs run from 1:45pm-2:25pm. We offer a range of activities from arts and crafts, sports and recreational activities. Students need to sign up for an activity each term, it will be a first come, first served basis and we do have a limited number.

Children will be designated one ECA activity each term, which will occur once a week. These ECAs will finish at 2:25pm, all other children not involved in an ECA will need to be collected at the usual time of 1:30pm. Students are encouraged to change their activity and enjoy learning a variety of skills. Siblings of children taking part in ECAs must be collected at the normal time if they are not involved in an ECA. Parents will have to make transport arrangements for those students who normally travel by bus.



Homework

All children from Key Stage 1 will receive homework.

All Key Stage 1 and 2 children are expected to read every night as part of their homework. Homework for Key Stages 1 and 2 will be issued on Sunday with the weeks tasks and collected on Thursday for marking. Key Stage 3 pupils will receive homework daily from their subject teachers.

Students are issued with a planner to assist with the organisation of their work. Teachers will use the planner to communicate with parents about issues concerning their child and parents are encouraged to use the diary to communicate with teachers. This book is a vital part of our home/school communication.

Lunches

Children are encouraged to bring a healthy packed lunch to school as well as a water bottle which they can refill from the water-coolers in school. Chocolates, sweets or fizzy drinks should not form part of your child's snack. Drinks should be in plastic bottles or cartons, no tins or glass bottles are allowed. Chewing gum is forbidden in school. The school does not allow the delivery of any type of food to the school during the day.

Birthday/Celebration Parties

We enjoy helping your child to celebrate their birthday. If you wish, you may send a cake that your child can share with their class at break-time. Please ensure you notify the teacher **prior** to the event and bring the cake in at the beginning of the school day so that it does not interrupt teaching and learning. It would also be helpful if you could pre-cut the cake for the children. For safety reasons, candles are **NOT ALLOWED** on cakes. Please understand that we cannot have a full party for every child, as this would interrupt their teaching and learning time. Fast food, such as McDonalds, Burger King, etc. are not permitted as we promote a healthy eating environment. Please do not send in gifts, toys or party bags, and under no circumstances will any 'deliveries' by an external company be allowed. Parents will **not** be permitted to attend this celebration.



Student Council and Houses System

We believe in the promotion of positive behaviour. This is done in many ways through our Behaviour Management Policy and the House system plays a huge part. The children are each allocated a House when they first start at D Ring— Bell (yellow), Curie (red), Wright (green) or Edison (blue). Children work throughout the year to obtain house-points for their house and inter-house events are organised during the year. This promotes a good sense of team spirit.

One of our teachers manages the School Council. At the beginning of the Academic Year the students elect a Student Council. These students meet regularly. They have a role of great importance in the school providing a student voice, raising concerns and helping to organise events. They place great emphasis on helping to improve the school environment.

We have Heads of School and House Captains in Key Stage 3. These selected students help monitor behaviour and take responsibility to liaise with the teachers regarding behaviour. The Heads of School represent the pupils at various functions throughout the school year.

Punctuality

We place great focus on punctuality here at Newton International School, D-Ring and it is with this in mind that we have a procedure for students to follow should they be late for school. Any children arriving after 7.10am must go first of all to the Reception desk to collect a late pass before going into class. This is because the registers are collected at 7.10am and your child may be marked as 'absent' if they do not have a late pass to give to their teacher. Lessons start promptly at 7.10am.

School Bus Service

A local bus service is available for transportation to and from the school. Please note however, the contract is with the bus company and **NOT** with the school. The school has **NO** control over the way the bus company operates. Any concerns or queries regarding the bus **must** be made with the bus company.



Mobile Phones

Mobile phones are not encouraged. If a student brings in and uses a mobile phone during the day, it will be confiscated. Students should leave their phones with the class teacher for safe keeping. Please note that the school will contact you if and when necessary; consequently the school will not be held responsible for the loss or theft of mobile phones.

Zero Tolerance

For certain types of anti-social behaviour, NIS has a zero tolerance policy. Fighting and bullying are not allowed in school. If a child is caught fighting or bullying other students, parents will be contacted. We also have zero tolerance with regards to smoking on school premises. Any pupil caught doing this, their parents will be contacted immediately and asked to come in and speak with the Principal.

Uniform

School uniform is compulsory and an important part of belonging to the community of Newton International School. It is therefore imperative that pupils come to school dressed appropriately. Any child not wearing the correct uniform will receive a warning letter, and if they continue to come to school without the correct uniform, parents will be called to collect their child from school until the correct uniform is worn.

Long hair **must** be tied back. Only blue hair ribbons are permitted and children must not wear fancy slides or clips. Boys' hair should be neat and not fall into the eyes.

With regards to jewellery, the wearing of a watch and one pair of plain stud earrings in pierced ears is allowed. We strongly recommend that when watches are purchased, they should be of the non-digital (analogue) type. Watches should not be worn during sport.

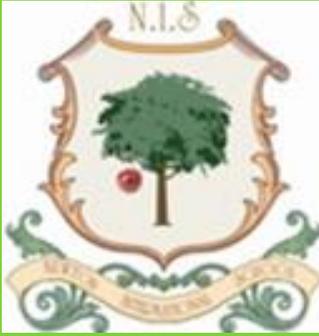
No make-up or nail polish is allowed.

Uniforms can be obtained from the new Zaks store on Industrial Area Road – Tel: 4450 6939/6940



Uniform Requirements

Girls	Boys
Foundation Stage	
McKenzie pinafore or culottes White shirt with Newton logo White/navy socks School sweatshirt/fleece jacket Plain black flat leather shoes with no motif (no trainer styles)	McKenzie shorts White shirt with Newton logo White/navy socks School sweatshirt/fleece jacket Plain black flat leather shoes with no motif (no trainer styles)
Primary	
McKenzie culottes or loose-fitting navy-blue trousers White shirt with school logo on it Optional white T-shirt (can be long-sleeved) may be worn underneath White/navy socks School sweatshirt/fleece jacket Plain black flat leather shoes with no motif (no trainer styles)	Navy shorts/trousers White shirt with McKenzie tartan collar Optional white T-shirt (can be long-sleeved) may be worn underneath White/navy socks School sweatshirt/fleece jacket Plain black flat leather shoes with no motif (no trainer styles)
Key Stage 3	
McKenzie tartan straight-cut skirt (calf to ankle-length) or loose-fitting navy trousers White shirt with school logo Optional white T-shirt (can be long-sleeved) White ankle socks Plain flat black leather shoes with no motif (no trainer-styles) School tartan scarf (to be worn correctly) School sweatshirt/fleece jacket Plain colour coat, no large logos Plain black/navy headwear (optional) Abayas may not be worn <u>in</u> school.	Navy blue trousers White shirt with school logo (this must be tucked in at all times) Plain white T shirt or vest to be worn under shirt (optional) Plain flat black leather shoes with no motif (not trainer-style) School tartan tie (to be worn correctly) School sweatshirt/fleece jacket Plain colour coat, no large logos School baseball cap may only be worn at break-times
Physical Education	
Plain navy shorts/track-suit bottoms White school polo shirt with logo (a plain white vest may be worn underneath – optional) Trainers (not football shoes)	
Jewellery	
Girls	Boys
One pair of small stud or sleeper earrings Watch Necklaces, rings, pendants, bracelets or any other form of jewellery is not allowed No make-up or nail varnish is to be worn	Watch No earrings, necklaces or other jewellery
Hair Styles	
Hair for both boys and girls should be conventional in style Hair accessories for girls should be in the school colours Hijab/scarves should be navy, white or black.	



Illnesses

Please do not bring a child to school if they are unwell. If children have diarrhea or sickness, please keep them at home for two days as these ailments spread quickly amongst young children. Please inform the School Office if your child is suffering from chickenpox, shingles, German measles or any other notifiable infection. Please contact the school office to let them know if your child is going to be absent for more than one day.

Head Lice

It is essential that each child's hair is checked regularly. In the event that head lice are found, please treat your child accordingly and inform the school. If a child is found to have head lice, parents will be contacted and asked to treat the condition immediately. We do ask your cooperation regarding this matter. The school reserves the right to carry out spot inspections as required.

Home-School Agreement Policy

At Newton International School D Ring we believe that the success of children depends upon a partnership between the school, the children and the parents.

We ask parents to sign a Home-School Agreement to ensure that all parties are aware of their responsibilities whilst children are pupils at our school.

Parents have the opportunity to meet with Class Teachers/Subject Teachers on a regular basis throughout the academic year.

Each class has a registration period at the beginning of each day. During this time, everyday administrative issues are dealt with and key class issues are discussed. It is important that these periods are not interrupted by children arriving late or parents wanting to talk to the teachers.

A regular dialogue is established between home and school via the Daily Planner. Our school operates a comprehensive reporting system which features three written reports each year. Parent interviews are set up and allocated time slots enable parents to meet with staff to discuss progress and identify targets.

Occasionally we ask parents to help out on a voluntary basis, for example school trips.

Parents are regularly invited into school to attend Year Group Assemblies, take part in Parent Time in EYFS and for parent workshops. Parental complaints are dealt with as per the Complaints Policy.

We value the partnership between the school and parents and expect parents to respect the policies of the school with regards to the day to day organisation and responsibility for the pupils.



Home-School Agreement



Newton International School

D Ring

Home School Agreement

At Newton International School D Ring we believe the success of your children depends upon a partnership between the school, the children and parents. We ask you to read and sign the following agreement reflecting this partnership.

The School will:

- Care for your child’s safety and happiness
- Encourage your child to achieve their full potential
- Provide a balanced curriculum at an appropriate level for your child
- Achieve high standards of work and behaviour through building good relationships and developing a sense of responsibility
- Keep you informed about your child’s progress and about general school matters
- Be open and welcoming and offer opportunities for you to become involved in the general life of the school
- Teach children to develop a positive attitude toward everyone regardless of difference in gender, race, culture, belief, values, age and need
- Set homework to extend the curriculum work in school

As a family we try to:

- Make sure our child arrive on time properly dressed and equipped for school
- Make sure our child attends school regularly and provide notification promptly of any absence
- Support the school’s policies and guidelines for learning and behaviour
- Support my child in any work sent home and other home learning opportunities
- Support and work with the school in any behaviour management programmes

Together we will try to:

- Share any concerns or problems that might affect the child’s work or behaviour
- Support the child’s educational and social development
- Prepare the child to be a confident and happy member of society

As the child - I will try to:

- Bring all the equipment I need everyday
- Do all my work at school and at home as well as I can
- Be polite, kind and helpful to others
- Be well behaved and sensible and will follow the school rules
- Take care of school equipment, our buildings and the school surroundings

Signed:Newton International School D Ring

.....
(Child)

.....
(Family)



CONTACT DETAILS

Father's Details

First Names: _____

Family Name: _____

Tel.Nos.: Work: _____ Mobile: _____

Occupation/Title: _____

Company Name: _____

Email Address: _____

Mother's Details

First Names: _____

Family Name: _____

Tel.Nos.: Work: _____ Mobile: _____

Occupation/Title: _____

Company Name: _____

Email Address: _____

Residence

Area of Residence: _____

Postal Address: _____

PO Box: _____

Tel.No.: _____ Fax No.: _____



UNDERTAKING

In the event of my child taking up a place in Newton International School, I hereby undertake and agree that:

- My child shall be subject to the applicable rules, regulations and discipline, as laid down by the Principal and her designated representatives.
- To pay the required registration fee to the school, which cannot under any circumstances, be refunded. I understand that if I remove my child from the school in order to attend another school in Qatar, then I am again liable for the QR 2000 registration fee if the child re-enters Newton International School at a later date.
- I will pay all fees (which will be billed in advance) prior to the commencement of the term to which they apply, and I realise that there will be no reduction of fees if my child is absent for part of the term.

I absolve Newton International School, its employees and its agents from any responsibility for:

- The loss of valuables
- Accidents or mishaps occasioned by participating in normal school life including, but not confined to, organised sports, gymnastics, informal play, practical and craft work.
- The welfare and safety of my child outside the normal timetabled day and/or in activities supervised by members of staff of Newton International School. Newton International School will not be responsible for the safe delivery and collection of children to and/or from the school.
- Any resulting accident or mishap should my child take unilateral action which is extra-curricular and without permission.

I will give the school at least a full term's notice of my intention to withdraw my child.

If no such notice is given, a full term's fees will be payable.

NOTES:

All fees are payable on a term basis, in advance. All fees are non-refundable.

All cheques should be made payable to: **Newton International School**

By signing below, I confirm that I have read and understood the above Undertaking and agree to be bound by the terms and conditions set out within it.

Name: _____

Signature: _____

Date: _____



We ask that you sign and return the Home School Agreement and Undertaking and return them to school as soon as possible. It is important that your contact details are kept up to date, should we need to contact you in the case of an emergency involving your child.

Policies

We have a number of policies which govern the way we approach different aspects of school life. The following policies are available:

After-School Care; Pupil Attendance; Behaviour Management; Anti-Bullying; Communication; Complaints; Extra-Curricular Activities; Homework; Parental Involvement; Staff and Pupil Protection; Sun Protection; Student Uniform & Healthy Eating.

Contacting the School



Newton International School D Ring

PO Box 8449

Doha, Qatar

Tel: +974 4466 6246 Fax: +974 4467 3018

Email: nisdringparents@gmail.com

Website: www.newtoninternationalschool.edu.qa

Welcome to Newton International School