

Welcome Letter



Dear Parents/ Guardian:

On behalf of the staff of Educational Age International Schools, we are happy to welcome you to the 2018 – 2019 Academic Year!

We thank you for believing in EAIS as grounds for your children’s foundation in learning. We are looking forward to a productive partnership with you to ensure that your children can achieve their highest potential. We know, a strong partnership with you will make a great difference in your child’s education and future.

We also request you to guide and support your children by ensuring that they:

- 1) Attend school daily and arrive on time, ready for the day’s learning experience.
- 2) Complete all homework/assignments given by teachers.
- 3) Read daily to develop a love for reading and to improve literacy skills.
- 4) Share school experiences with you so that you are aware of their school life.
- 5) Inform you if they need additional support in any area or subject.

In order to keep you up to date with the happenings in our classroom and the school, teachers will often provide updates through official school documents, diary, phone calls and parents’ meeting or conferences. Also, check the messenger file daily.

Should there be any questions about the rules and expectations, please feel free to contact the school management to discuss the matter. It is very important that you and your children are fully informed regarding the standards related to appropriate behaviour for a safe and productive school year.

We thank you for your support and we look forward to meeting you soon.

Kind regards.

School Principal

Dear Parents/ Guardian:

Please see attached files. Thank you very much.

Uniform Rules

1. Wear the required school uniform at all times.
2. Make sure your school uniform is ALWAYS clean and neatly ironed.
3. Girls must only use simple white, red, or navy-blue hair accessories.
4. Only plain black or navy-blue shoes, partnered with plain white, navy-blue, or red socks, should be worn to school every day.
5. Wear P.E. Uniform during P.E classes/schedules only.
6. During winter season, the school jacket or any navy-blue, grey or red winter jacket/jumper is required to be worn on top of the school uniform.

Health Food and Snacks

1. Kindly be advised to prepare healthy food and snacks for your child.
2. We recommend that you put milk, yogurt, fruits, vegetables, sandwiches and other healthy snacks in your child's lunch box.
3. Chips, candy, chocolate, and other junk foods are strictly prohibited.

Book Rules and Regulations

1. Make sure to check if your children received the complete set of books for first and second term.
2. Books, diary, and copy notebooks must be covered neatly to avoid damage.
3. All books, along with the diary and copy notebooks, must be labelled whereas your children's name, grade, and section are clear to the sight.
4. All set of books must be brought to the school, as per the advice of the teacher to know what should be in the classroom and what should be sent home.
5. The use of diary book is for frequent communication between you and the teachers concern; therefore, it must be brought every day. Any school-related matters concerning your children must also be addressed using the diary.
6. There will be a cubby for each student wherein they can keep their books and other school materials. Make sure all your children's school supplies hold their names on them.

Attendance Rules

1. One mark is deducted for **one- day** absence without a medical report during the semester.
 2. Two marks are deducted for absence during the weeks before or after a vacation.
 3. Two marks are deducted for absence during the weeks before exams.
 4. One quarter of a mark for **every** late arrival to school in the morning.
 5. General Attendance Terms:
 - a. Student and parent are officially notified and requested to sign notification when absence within ONE semester reaches 10% of the total semester days.
 - b. Student is summoned to administration and parent is officially requested to meet Principal when absence within ONE semester reaches 15% of the total semester days.
 - c. Parent is officially summoned to school to sign an official letter of notice when absence within ONE semester reaches 20% of the total semester days.
 - d. Student is officially suspended from school as per directions of the General Education Manager when absence within ONE semester reaches 25% of the total semester days.
-

Communication at School

Students are strictly expected to communicate in English ONLY inside and outside the classroom, except during Arabic, Islamic, or history periods, at ALL times. This includes recess time, PE and art classes. During French classes, communication is allowed in French and English. Students are expected to address one another in English ONLY at ALL times.

Book Schedule

GRADE	BOOKS NEEDED FOR FIRST TERM	BOOKS NEEDED NEXT TERM OR AS PER ADVICE OF THE TEACHER
1	<p>ENGLISH</p> <ul style="list-style-type: none"> ➤ SF RDG STREET 2011 SB GR 1.1 GLOBAL ➤ SF RDG 2011 INT'L RDRS & WRITERS NOTEBK GR 1.1 <p>MATH</p> <ul style="list-style-type: none"> ➤ enVisionmath2.0 2016 : CC SE GR 1.1 <p>SCIENCE</p> <ul style="list-style-type: none"> ➤ Pearson Interactive Science GRD. 1 <p>SOCIAL STUDIES</p> <ul style="list-style-type: none"> ➤ New KSA Social Studies 2016 SB GR 1 ➤ New KSA Social Studies 2016 WB GR 2 <p>COMPUTER</p> <ul style="list-style-type: none"> ➤ Right Click <p>ARABIC</p> <ul style="list-style-type: none"> ➤ Ministry Book Term 1 <p>FRENCH:</p> <ul style="list-style-type: none"> ➤ Les Petit Loustics 1 	<p>ENGLISH</p> <ul style="list-style-type: none"> ➤ SF RDG STREET 2011 SB GR 1.2 GLOBAL ➤ SF RDG STREET 2011 SB GR 1.3 GLOBAL ➤ SF RDG STREET 2011 SB GR 1.4 GLOBAL ➤ SF RDG STREET 2011 SB GR 1.5 GLOBAL ➤ SF RDG 2011 INT'L RDRS & WRITERS NOTEBK GR 1.2 ➤ ZB HANDWRITING GR 1 SE <p>MATH</p> <ul style="list-style-type: none"> ➤ enVisionmath2.0 2016 : CC SE GR 1.2 <p>SCIENCE</p> <ul style="list-style-type: none"> ➤ Pearson Interactive Science GRD. 1 <p>SOCIAL STUDIES</p> <ul style="list-style-type: none"> ➤ <i>Bring the two books every day until 2nd term</i> <p>COMPUTER</p> <ul style="list-style-type: none"> ➤ Right Click <p>ARABIC</p> <ul style="list-style-type: none"> ➤ Ministry Book Term 2 <p>FRENCH:</p> <ul style="list-style-type: none"> ➤ Les Petit Loustics 1
2	<p>ENGLISH</p> <ul style="list-style-type: none"> ➤ SF RDG STREET 2011 SB GR 2.1 GLOBAL ➤ SF RDG 2011 INT'L RDRS & WRITERS NOTEBK GR 2.1 <p>MATH</p> <ul style="list-style-type: none"> ➤ enVisionmath2.0 2016 : CC SE GR 2.1 <p>SCIENCE</p> <ul style="list-style-type: none"> ➤ Pearson Interactive Science GRD. 2 <p>SOCIAL STUDIES</p> <ul style="list-style-type: none"> ➤ New KSA Social Studies 2016 SB GR 2 ➤ New KSA Social Studies 2016 WB GR 2 	<p>ENGLISH</p> <ul style="list-style-type: none"> ➤ SF RDG STREET 2011 SB GR 2.2 GLOBAL ➤ SF RDG 2011 INT'L RDRS & WRITERS NOTEBK GR 2.2 ➤ ZB HANDWRITING GR 2M SE <p>MATH</p> <ul style="list-style-type: none"> ➤ enVisionmath2.0 2016 : CC SE GR 2.2 <p>SCIENCE</p> <ul style="list-style-type: none"> ➤ Pearson Interactive Science GRD. 2 <p>SOCIAL STUDIES</p> <ul style="list-style-type: none"> ➤ <i>Bring the two books every day until 2nd term</i> <p>COMPUTER</p>

	<p>COMPUTER</p> <ul style="list-style-type: none"> ➤ Right Click <p>ARABIC</p> <ul style="list-style-type: none"> ➤ Ministry Book Term 1 <p>FRENCH:</p> <p>Les Petit Loustics 2</p>	<ul style="list-style-type: none"> ➤ Right Click <p>ARABIC</p> <ul style="list-style-type: none"> ➤ Ministry Book Term 2 <p>FRENCH:</p> <p>Les Petit Loustics 2</p>
<h1>3</h1>	<p>ENGLISH</p> <ul style="list-style-type: none"> ➤ SF RDG STREET 2011 SB GR 3.1 GLOBAL ➤ SF RDG 2011 INT'L RDRS & WRITERS NOTEBK GR 3.1 <p>MATH</p> <ul style="list-style-type: none"> ➤ enVisionmath2.0 2016 : CC SE GR 3.1 ➤ enVisionmath2.0 2016 : CC SE GR 3.2 <p>SCIENCE</p> <ul style="list-style-type: none"> ➤ Pearson Interactive Science GRD. 3 <p>SOCIAL STUDIES</p> <ul style="list-style-type: none"> ➤ New KSA Social Studies 2016 SB GR 3 ➤ New KSA Social Studies 2016 WB GR 3 <p>COMPUTER</p> <ul style="list-style-type: none"> ➤ Right Click <p>ARABIC</p> <ul style="list-style-type: none"> ➤ Ministry Book Term 1 <p>FRENCH:</p> <p>Les loustics level 1</p>	<p>ENGLISH</p> <ul style="list-style-type: none"> ➤ SF RDG STREET 2011 SB GR 3.2 GLOBAL ➤ SF RDG 2011 INT'L RDRS & WRITERS NOTEBK GR 3.2 <p>MATH</p> <ul style="list-style-type: none"> ➤ <i>Bring the two books every day until 2nd term</i> <p>SCIENCE</p> <ul style="list-style-type: none"> ➤ Pearson Interactive Science GRD. 3 <p>SOCIAL STUDIES</p> <ul style="list-style-type: none"> ➤ <i>Bring the two books every day until 2nd term</i> <p>COMPUTER</p> <ul style="list-style-type: none"> ➤ Right Click <p>ARABIC</p> <ul style="list-style-type: none"> ➤ Ministry Nook Term 2 <p>FRENCH:</p> <p>Les loustics level 1</p>

Required Stationery for Students

MATERIALS	GRADE
1. Pencils	1 – 8
2. Eraser/Rubber	1 – 8
3. Sharpener	1 – 8
4. Pencil Colours/Crayons	1 – 8
5. Ruler	1 – 8
6. Glue	1 – 8
7. Safety Scissors	1 – 3
8. Regular Scissors	4 – 8
9. Pens	4 – 8
10. Highlighter Set	2 – 8
11. Pencil case/Pouch	1 – 8
12. Drawing Notebook/Sketch book	1 – 8
13. One (1) English Copy Notebooks for Writing, Spelling, and weekly Journal	1 – 8
14. One (1) Arabic Copy Notebook	1 – 8
15. Divided File	1 – 8
16. Calculator/Geometry Sets	7 & 8
17. Labels/Tags (name of student, grade, and section)	1 – 8
18. Painting Apron	1 – 3
19. Tissue Box	1 – 8
20. Wet Wipes	1 – 8
21. Hand Sanitizer	1 – 8
22. Primary Composition K-2 from Jareer Bookstore	1
23. Science copy book	1-8
24. White small board or laminated white sheet A4 size/ Black board marker	1-4

NOTE:

1. All books needed for first term must be brought to school EVERYDAY. Books under second term must be brought as per the advice of the teacher.
2. Kindly, provide your children with their own stationery for personal use.
3. All items should be labelled with your children's name, grade, and section.
4. All forms of notification letters and communication with parents will be sent home in a **special messenger file**. Make sure to check it daily.

Required Stationery for KG Students

MATERIALS	GRADE LEVEL
1. Pencil Box	KG 1 – 3
2. Eraser/Rubber	KG 1 – 3
3. Sharpener	KG 1 – 3
4. Pencil Colours/Crayons (Jumbo size for KG 1-2)	KG 1 – 3
5. Glue Sticks	KG 1 – 3
6. Safety Scissors / Crafting Scissors	KG 1 – 3
7. Pens	KG 1 – 3
8. Pencil Case/Pouch	KG 1 – 3
9. Painting Apron	KG 1 – 3
10. Tissue Box	KG 1 – 3
11. Wet Wipes	KG 1 – 3
12. Hand Sanitizer	KG 1 – 3
13. A spare set of clothing including undergarments	KG 1 – 3
14. Three (3) Plastic folders (blue, white and yellow)	KG 1 – 3
15. Drawing Notebooks	KG 3
16. Four (4) x Files 50 pages (transparent sheets)	KG 3
17. Primary Composition K-2 from Jareer Bookstore	KG 3
18. White small board or laminated white sheet A4 size/Black board marker	KG 2-3

- ALL ITEMS HAVE TO BE LABELLED INCLUDING LUNCH BOX, BAGS, WATER BOTTLES, STUDY MATERIALS, BOOKS, JACKETS AND OVERCOATS.
- WHILST WE ENSURE THAT ALL CHILDREN TAKE CARE OF THEIR BELONGINGS, THE SCHOOL WILL NOT BE HELD RESPONSIBLE FOR ANY MISSING ITEMS SPECIALLY WHICH ARE NOT NAME TAGGED.