



Gharaffa Campus  
Information for parents  
2009 / 2010

Page 3	Welcome from John Todd, Head Teacher
Page 4	About us
Page 5	Staffing
Page 6	Class organisation
Page 7	School day details
Page 8	Clothing
Page 9	Curriculum
Page 10	General information
Page 11	Registration & term dates

Welcome to Compass International School Doha, a school where we want to make sure that your child and every child is 'Learning Well, Enjoying Life and Exceeding Expectations'.

We know that it is important for your child to settle down quickly in a new school and the aim of this booklet is to give you a general idea of the school and how we hope to work together with you for the education of your child for now and the future.

Your child is genuinely at the heart of our school. We hope that they will quickly feel at ease here and will continue to feel that way throughout his or her time with us. Wherever he or she comes from, your child will be respected and will learn to respect others. Your child will learn well. We will keep you informed about the learning taking place.

Our School is a learning community and we hope that you will be fully involved. Please take a keen interest in your child's school work and keep in regular contact with the teachers. If we work together, your child will benefit.

Our Gharaffa Campus has been really well adapted to provide a conducive and safe environment for our primary school students aged 3 to 11. Our new Rayyan Campus offers secondary education for students aged 11 - 13. Additional year groups will be added over the next few years.

Our school is a listening school and we are always ready to listen to any ideas or concerns that you may have about your child or the school in general.

Yours sincerely,

**John Todd**  
Head Teacher



## Our group

Compass International School Doha is a part of the WCL Group. As well as Compass International School Doha, the group owns and operates five schools in the USA that provide high quality learning to students of over 50 nationalities. You can find out more by visiting [www.britishschool.org](http://www.britishschool.org). Through another part of the group, Fieldwork Education, we also manage a number of schools around the world, and provide training, development and consultancy to many others. You can find out more about Fieldwork Education at [www.fieldworkeducation.co.uk](http://www.fieldworkeducation.co.uk). Our group has also developed the International Primary Curriculum ([www.internationalprimarycurriculum.com](http://www.internationalprimarycurriculum.com)), currently used in more than 500 schools in around 50 countries. Through all of these activities, our whole group is committed to improving learning.

## Location

The school is situated in the Al Gharrafa district of Doha, close to the newly developed and prestigious Education City.

## Access to school

Our main gates are manned by uniformed security personnel 24 hours per day. Please park cars near the front entrance of the school and bring children inside the main entrance gates. From here, they will be able to go directly to their classrooms. If you wish to contact our School Secretary, please walk to the main entrance of the building. Staff will invite you into the office. You may be asked to identify yourself. Should you wish to see Mr. Todd, please contact the school office so that you can make an appointment.

## Bus Service

Our school bus service is operated by Trilogistics. Each bus has an adult monitor to supervise the students.

For further information, please contact the School Office or contact the Trilogistics Coordinator in the gatehouse.

## Our staff

<b>Head Teacher</b>	John Todd
<b>Head of Campus</b>	Pauline Markey
<b>English Improvement Leader</b>	Ann Djedid
<b>Dutch Coordinator</b>	Christa Sterk
<b>Early Years 1</b>	Rosemary Rebollo Camille Harris-Silvera
<b>Early Years 2</b>	Nicola McLean Liz Corr Martina Kavanagh
<b>Milepost 1 (Year 1)</b>	Trish Taylor Sarah Johnson Melanie Breitenbach
<b>Milepost 1 (Year 2)</b>	Emma Jones Duane Jose Lindy Foster-Roe
<b>Milepost 2 (Year 3)</b>	Angela Hasselkvist Wendy Daley Lee Cunliffe
<b>Milepost 2 (Year 4)</b>	Ann Djedid Fatima Nazra
<b>Milepost 3 (Year 5)</b>	Jan Leeman James Maher
<b>Milepost 3 (Year 6)</b>	Pat Burchell

<b>Dutch Teachers</b>	Christa Sterk Fred van der Beek
<b>Arabic Teacher</b>	Enaam Taweel Eman Jarrar
<b>French Teachers</b>	Christelle Monowar Paula Marsh
<b>EAL Teachers</b>	Lorraine Maher Mike Glover
<b>Physical Education Teacher</b>	Alastair Brett
<b>Administration Manager</b>	Judy Mond
<b>Finance Officer</b>	Tish Godley
<b>School Secretary</b>	Cheryl Paladino
<b>School Nurse</b>	Alison Borberg
<b>Caretaker</b>	Shaijan Gopalan

## Teacher qualifications and experience

We have brought together a team of well-qualified teachers who have experience of teaching and learning in a variety of school systems around the world. Most have been specifically trained to deliver the International Primary Curriculum and we are committed to a programme of Continuing Professional Development for our staff.

## Pupil numbers

Our growth in student numbers has been considerable and we are constantly reviewing our provision to ensure that the students have the best possible learning opportunities. Currently, we are able to provide education for students aged 3 to 11 at our Gharaffa Campus, and for students 11 to 13 at our Rayyan Campus.

## Class sizes

We are aware of the impact of class size on student's learning. Except in special circumstances, our maximum class size is 22. This is consistent with the situation in comparable private international schools.

## Facilities available to our students

Our bright and spacious classrooms are well resourced and equipped with the latest technology including interactive whiteboards. There are also extra rooms available for small group activities. These include designated areas for Language, Library, and Information and Communications Technology. In addition to our new temporary classrooms, we have a pool with separate boys and girls changing areas and a multi-purpose activity hall. The students have access to landscaped gardens including a shaded area with age-appropriate play equipment.

## Dutch Language and Culture

We provide up to five hours a week of Dutch language and culture (Nederland Taal en Cultuur – NTC) lessons for students from Dutch and Belgian families. We are working towards all these lessons being held between the time children arrive at school in the mornings and leave in the afternoon. Currently we also arrange Dutch cultural days at weekends. The NTC curriculum is based on the recommendations of Stichting NOB (the foundation for Dutch education abroad) with whom we work closely in order to offer the highest possible quality of education for Dutch students.

In addition, the school offers an after school NTC programme of three hours a week for Dutch and Belgian students who attend other schools in Doha.

## Classes and Mileposts

Our students are placed in classes based on their age at 01 September 2009.

Early Years	Early Years 1	3+
	Early Years 2	4+
Milepost 1	Year 1	5+
	Year 2	6+
Milepost 2	Year 3	7+
	Year 4	8+
Milepost 2	Year 5	9+
	Year 6	10+

## The school day

School starts at 7.30am.

Students should arrive at school from 7.20am. They will be supervised by staff on arrival.

- 7.00am** gates open
- 7.20am** students move to classrooms
- 7.30am** lessons begin
- 9.00am** break (Early Years and Milepost 1)
- 9.30am** break (Mileposts 2 and 3)
- 11.30am** break (Early Years and Milepost 1)
- 12.00pm** break (Mileposts 2 and 3)
- 1.30pm** end of school day

At 1.30pm teachers will take students to meet their parents in the tent by the main gate.

- 1.40pm** Extra-curricular activities
- 2.40pm** Extra-curricular activities end

## Eating arrangements

Please provide your child with something healthy to eat at break times in a suitable container marked with their name. Please provide drinks in containers other than glass, which can be dangerous. Cold drinks may be brought in flasks, but please make sure that these have foam, rather than glass, insulation. Please notify the school office if your child has any allergy of which we should be aware. Students are allowed to drink water during lessons, so please make sure that they each have a labelled plastic water bottle. Drinking water is available in every classroom.

## Medical appointments

If students have a medical appointment in school time, please let us know in writing or by email and, if necessary, arrange for them to be collected from school.

## Absences

Please notify us by letter, fax, email or telephone, giving brief details of any absences. This will then enable registers to be completed correctly.

## School Uniform

We believe that a school uniform actively helps to support our school ethos. The practical design and colours of our uniform also project an image that encourages smartness and generates a pride in appearance.

Our school uniform to be worn by all students is as follows:

**Polo shirts (with school logo)** *yellow*

**Trousers/shorts/skirts** *navy blue*

**School cap**

All school uniform plus Reading Bags, PE Bags and fleece tops may be purchased from our uniform suppliers, **Zaks**, on Salwa Road.

All clothing and equipment should be named so that mislaid items can be returned easily.

Large trolley type bags are not permitted for use within school and are not necessary.

Students should wear black sandals or shoes, and white socks.

Students should not bring valuables into school and we cannot be responsible for items lost on school premises.

## Physical Education (P.E.)

Yellow school PE T-shirts and navy school shorts should be worn plus pumps / plimsolls / trainers.

P.E. kits should be kept in labelled PE bags. For safety reasons, all jewellery must be removed – including earrings.

## Swimming

Boys should wear either trunks or swimming shorts. Girls should wear a one piece swimming suit.

Please bring a towel.

## International Primary Curriculum

The International Primary Curriculum is one of the first whole-school curricula to be based on recent evidence about the brain and the impact this evidence is having on classroom learning. Our curriculum has been specially designed to enable teachers to plan effective and exciting learning experiences for your children.

Your children's learning will be planned, dynamic and, just as important, fun. We will assess and evaluate your children's learning too. We will use assessment materials that provide both international comparisons of your children's development and feedback that helps your children improve their learning.

At the very heart of the IPC is a clarity about what students should learn. There are learning goals, or standards, for all of the subjects of the curriculum. There are learning goals for student's personal development. Uniquely, there are learning goals for the development of students' international understanding. The learning goals for each subject – language arts, mathematics, science, history, geography, art, music, society, physical education, second language, information technology and technology - have been especially designed to help teachers plan effectively and to provide you and your children with clear guidelines about the progress they are making.

Students whose first language is English will learn French from Year 1. Dutch students will have Dutch lessons at this time. All students will also learn Arabic and about Arabic culture.

## Extra curricular activities

At the beginning of each term, students and parents will be given information about the extra-curricular activities (ECAs) available for the term for children in Early Years 2 to Milepost 3. All activities aim to start in week 2. Most of the activities will be run by school staff as a normal part of the school programme. We hope that all students will participate in at least one activity every week. Some optional programmes, where specialist instructors are required, may involve an additional cost. ECAs run from 1.40pm – 2.40pm.

## Assessment

We assess your child's learning in all subjects of the curriculum and we look forward to discussing your child's progress with you at regular Open Evenings. You will also receive written reports during the year, giving details of your child's progress and achievements. We also keep records on all of our students about such matters as health, sight, hearing, speech, general character and social skills.

## Learning at Home

We will give students some additional tasks to either investigate, or complete at home every week. They will also bring home reading books. You are invited to comment in the record books provided. Please ensure that your child has a school book bag. Any school letters will also be placed in these bags, so please check book bags daily.

## Sports activities

Students will participate in a variety of sporting activities. All students are expected and encouraged to participate in these activities to enhance general fitness and also to introduce them to concepts such as team building and social interaction with students from other schools.

## Admissions

Our intention is for Compass International School Doha to be as inclusive as possible. For that reason, we have no admission criteria, apart from age, and no examination that children must take before being offered a place at the school.

Decisions about the admission of students whose first language is not English or of children who have special educational needs are taken by the Head Teacher in the light of this policy. Such decisions are based on the extent to which the school is able to meet your child's needs.

In all cases we do our best to be sympathetic and helpful and do whatever is possible to enable us to admit all children.

Parents who wish their child to be admitted to Compass International School Doha are invited to visit the school before filling in the Application Form.

## Parental Involvement

At Compass International School Doha, we believe that good home / school co-operation is essential for the benefit and welfare of the students in our care. As far as possible, our door is 'always open' to parents. However, we would like you whenever possible to make an appointment to see the Head Teacher, Head of Campus, or other members of staff.

Our School Consultative Group (SCG) meets regularly and involves elected parents and staff members as well as school administrators. The SCG provides a forum for all members of the school community to bring forward ideas, suggestions and concerns.

## Our expectations of pupils

We like to think of discipline in terms of self-discipline. In order to foster this, we attempt to provide the children with a safe, reliable, happy and consistent background within which he or she may achieve success. School rules are developed to be positive, always stressing the good or safe way in which to behave.

## Registration

To register your child for a place at the school, please:

- Read through the Application Form carefully. It is available either from our website ([www.cisdoha.com](http://www.cisdoha.com)), or direct from the School Office.
- Complete the form and return it to the school ([gharaffa@cisdoha.org](mailto:gharaffa@cisdoha.org)) along with a copy of your child's most recent school report.
- An application fee of QR 550 is required when submitting the completed forms.

You are most welcome to complete the form in school and our School Secretaries will guide you through the process, whether you are paying the fees directly or via your company.

Our Primary School Tuition Fees are QR 59,125 per annum. A one-off Development Levy of QR 7,360 is also charged, as well as a QR 3,680 deposit.

## Term dates

### Term 1 (2009)

Tuesday 1 September - Thursday 17 September  
Sunday 27 September - Tuesday 24 November  
Wednesday 02 December - Thursday 17 December

### Term 2 (2010)

Monday 4 January - Thursday 11 February  
Sunday 21 February - Thursday 1 April

### Term 3 (2010)

Sunday 18 April - Thursday 27 May  
Wednesday 2 June - Thursday 1 July

## Further information

This booklet aims to provide an overall picture of life at Compass International School Doha. Information is correct at time of printing, but certain aspects of the contents will change from time to time.

If you require any further information, please do not hesitate to contact us.

# Learning Well, Enjoying Life, Exceeding Expectations

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