

Initial Chapter 'At Home' 2019-2020





Welcomes All Parents to 'At Home'

Affiliations



NATIONAL CADET CORPS



**Cambridge Assessment
International Education**

Cambridge International School



Curriculum



The School is divided into:

- ❖ The Initial Years (Pre-Nursery, Nursery and Kindergarten)- PYP curriculum
- ❖ The Primary Years (Grade I–V)-PYP curriculum
- ❖ The Middle School Years (VI–VIII)-ICSE curriculum/ IGCSE curriculum for Grade VI-VIII
- ❖ The Senior Years (IX & X)- ICSE and IGCSE curriculum
- ❖ Senior High (XI & XII)- ISC and DP curriculum

EOMS Policy



The school sustains and maintains international standards in quality, training, health, safety and environment.



Scottish High International School is the first educational institution in India to be certified with EOMS ISO 21001:2018 standard for Educational Organization Management Systems.



Infrastructure & Facilities





Infrastructure & Facilities



- ❖ Air conditioned classrooms.
- ❖ Fully air conditioned dining hall with a seating capacity of 800 people in one go.
- ❖ Multi Purpose Hall and A.V. Rooms.
- ❖ Conference rooms.
- ❖ Fully air conditioned auditorium with a seating capacity of 1100 people.
- ❖ Networking, hardware lab and computer labs.
- ❖ Special education and remedial therapy rooms.
- ❖ RO plant for safe drinking water.





Infrastructure & Facilities



- ❖ Play fields.
- ❖ 200 m athletic track and 100 m sprint track.
- ❖ Basket ball court.
- ❖ Tennis court.
- ❖ Half Olympic size swimming pool.
- ❖ Splash pool for toddlers with misty sprays.
- ❖ Swings and play area for toddlers.
- ❖ Indoor golf academy with a tie up with DLF golf course.
- ❖ Trained fire fighters and first aid persons on every floor.
- ❖ Fire safety with smoke alarm, sprinklers and fire mains.





Infrastructure & Facilities



- ❖ Dining services, in-house state of the art kitchen and professional chefs.
- ❖ Fully equipped 12 bedded state of the art medical infirmary for boys and girls.
- ❖ 2 full time lady doctors and a dietician.
- ❖ 24 hours round the clock security.
- ❖ 24*7 CCTV surveillance with more that 120 cameras installed under constant monitoring
- ❖ Full power back up with dedicated DG sets.
- ❖ Full time house keeping with trained houseboys and nannies.
- ❖ Lady TPT coordinators for school buses.





First day of the new academic session



- ❖ Timings for Initial School: 8:00 am till 1:00 pm
- ❖ Bus children will be picked up from their respective stops at the specified time.
- ❖ Bus students will be received by teachers on duty and escorted to the classes.
- ❖ Walkers will be escorted by parents to the respective class rooms.
- ❖ All stationery items and note books, duly labelled to be handed over to the HRT today.
- ❖ All details in the E.R.I.C. should be duly completed by 3rd April, 2019.



Importance Of Play





E.R.I.C. Information



- ❖ E.R.I.C. – Easy to remember if consulted.
- ❖ Please fill up the relevant pages and deposit a duly completed E.R.I.C.
- ❖ Acknowledge all notes, circulars sent to you in the E.R.I.C.
- ❖ Communicate to the Home Room Tutor (HRT) using the E.R.I.C.
- ❖ Kindly read through the E.R.I.C. to understand all the school policies.





Attendance Policy



- ❖ Long leave is discouraged as the learning continuity is broken.
- ❖ Kindly plan holidays as per the school calendar so as not to miss important school events as the same will not be rescheduled as per individual requirements.
- ❖ You are required to inform your child's teacher in advance through a text message if your child is absent on a said day followed by entry on page 36-37 of the ERIC on rejoining.
- ❖ In case of medical leave, a medical certificate needs to be submitted to the HRT.





Being Mindful



Being mindful at this tender age will train the mind and build positive character, as we aim to develop self control and become Principled.

Kindly note the following :

- ❖ Use of appropriate language is requested from all members at home.
- ❖ Kindly ensure your helpers also refrain from using abusive language in the presence of the child.
- ❖ Teachers shall model the attributes of the IB learner Profile in the school, same needs to be reinforced at home.





Uniform



- ❖ For the next 14 years at Scottish High your child is going to wear the school uniform with pride.
- ❖ Help us to inculcate this pride by ensuring the school uniform specified is adhered to.
- ❖ Initial children need to carry their aprons in the bag daily.
- ❖ The winter jacket is an important part of the school uniform, please ensure it is worn regularly during the season.





Catering





Catering



- ❖ The school has in-house catering. The students of Pre-Nursery to KG are provided with a mid-day snack.
- ❖ Children are not allowed to bring home food as we want to expose them to variety of food items.
- ❖ The weekly food menu is on the school website for viewing.
- ❖ Regular health check ups of the food handlers are conducted in the school medical infirmary by the School Doctor.
- ❖ Daily food testing and regular sanitary rounds are taken and the report is submitted to the Principal and the School Director.
- ❖ The school also caters for birthday celebrations. Interested parents can contact the front desk for details and bookings regarding the same.



Infirmary



- ❖ Medical Staff- School has an infirmary consisting of a team of 2 doctors, five nurses and three nannies, a full time Dietician, an Occupational therapist, Speech therapist and 3 counselors.
- ❖ Infirmary is meant for first aid and preventive health care.
- ❖ The school has an arrangement with Medanta-The Medicity, Paras, Max, Fortis Memorial Institute, Artemis Hospital and Dental Roots dental clinic in Gurgaon.
- ❖ Regular medical checkups are conducted for the students.
- ❖ We request you not to send your child to school with even mild symptoms of any kind of sickness.



Infirmary



- ❖ The resident doctors apart from providing medical backup are also responsible for health check ups of nannies, houseboys, chefs, food tasting, sanitary rounds and the like.
- ❖ Hand sanitizers and tissues are provided in all the class rooms for maintaining high standards of hygiene.
- ❖ First aid kits are placed in buses, pool side, laboratories & at the main gate of the school, in case of need.
- ❖ Medical staff is available on all the working days to handle medical emergencies and provide basic first aid.
- ❖ Any medical information history, allergy to medicine, sensitivity to the food or any such issue with respect to the child, needs to be openly communicated through the relevant pages in the ERIC.





Id-card / Authorization card



- ❖ Temporary Id-cards and the Authorization cards will be issued for use by students and parents in the respective classrooms after this 'At Home' session.
- ❖ Please ensure the child wears his/her Id-card daily to school and you/ guardian carry the Authorization card positively. The child will not be handed over without the Authorization card.



SCOTTISH HIGH
INTERNATIONAL SCHOOL
BANGALORE

REYANSH GANDHI
Admission No. : 005308
D.O.B. : 22-March-15
Blood Grp. : B+
Class : Nursery
Route no :
(2019-20)
Director Operations
Ph-0124-4112781-90

Father's Name :
Mother's Name :
Residential Address :
Contact No. :



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AUTHORIZATION CARD

Mother's Name-
Ph.
Aadhar-
Father's Name-
Ph.
Aadhar-





Transport Facility



- ❖ Children to arrive at the stop at least 10 minutes before scheduled time. Under no circumstances, the bus will wait for a late child.
- ❖ A driver, conductor and a lady transport coordinator are present in the bus at all times.
- ❖ CCTV and GPS are installed in all our buses.
- ❖ Keeping security in mind, the Authorization card issued to parents/guardians is to be shown by the person coming to collect the child at the pick up/drop off point.



School Functions and Events





Picnic/Educational trips



- ❖ Picnics and field trips are also planned for the students.
- ❖ They are carefully and meticulously planned keeping in mind all factors of comfort, safe travel, security, adventure and exposure.





Summer Camp



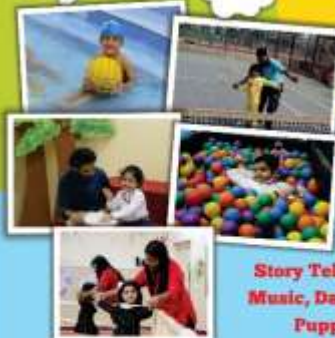
SCOTTISH HIGH INTERNATIONAL SCHOOL
Presents

Summer Extravaganza

Hurray! We are back....

The summer camp for the Initial Chapter
(Pre-Nur, Nur & KG)

MAY 20* TO MAY 31* 2019
TIMINGS: 9:00 AM TO 12:30 PM
(MON TO FRI)



Special Attraction

Rain Dance
Potter's wheel
Bouncy

Story Telling, Creative Art & Craft, Clay Moulding,
Music, Dance, Movie, Just A Minute, Fun Activities,
Puppet Show, Horse Riding, Splash Pool,
Yoga & Games

Contact Info:
EA TO PSP - +91-124-4112781-90
Email: eatoin.principal@scottishhigh.com

*At the end of the camp children will be
awarded a certificate of participation



My Big School Journey





Crèche



- ❖ SHIS is a full time formal school with Initial Chapter children leaving by 1:00 pm.
- ❖ Crèche is functional after 1:00 pm to 4:00 pm and 6:00 pm.
- ❖ Seat available on first come first serve basis.
- ❖ Interested parents can apply at the crèche counter/Help Desk in the auditorium or hand over their applications to the School Coordinator.





Fee Invoice



- ❖ The student fee is to be paid till the 10th of the given month of the given quarter.
- ❖ In the event of late deposit of fee, ERIC rules come into play.

Following surcharge shall be charged-

- ❖ From 11th to 15th a fine of ₹ 100/- per day will be charged.
- ❖ From the 16th to 20th a fine of ₹ 200/- per day will be charged.
- ❖ If the fee is not paid by the 20th of the given month, the name of student will be struck off from the school register and all the dues shall be forfeited from the security deposit & re-admission may be allowed only at the discretion of the management.
- ❖ Fee invoice is just a reminder to the parents. Non receipt of invoices will not be considered as an excuse.
- ❖ Drop box facility is available at the gate for the convenience of the parents for them to drop their fee cheque.
- ❖ Please do not give any money to your child unless there is a specific note from the school duly signed by the school director for any specific purpose.



Visiting Hours



- ❖ Visit of parents during school hours is restricted to the reception area or any other specific office they have been called to.
- ❖ Teachers are not allowed to attend to phone calls/SMS while with the children. You may call/SMS the HRT between 1.00 pm to 4.00 pm. You may call on school board line numbers to convey any urgent message.
- ❖ The visiting hours for administrative issues are 9:00 am to 4:00 pm after fixing a prior appointment with the concerned department.
- ❖ In case of an emergency, all of us are accessible to you 24*7.





Feedback Mechanism



Involving parents in the part of their child's journey of learning forms an integral part of Scottish High School's ethos. We reach out to our parents, our primary stakeholders, in a number of ways.

- ❖ SMS
- ❖ Home Visits
- ❖ Parent Feedback Forms
- ❖ Parent Teacher Meetings
- ❖ Front Desk Programmes/ Coffee Mornings
- ❖ Student Led Conference/ Gallery Walk





Feedback Mechanism



- ❖ The school has an open policy for feedback.
- ❖ All feedbacks can be read on the school website- www.scottishhigh.com
- ❖ A number of channels are available for a two way communication between the parents and the teachers with regards to our prime concern- OUR CHILD
- ❖ E-mail: Mails can be sent on the following ids-

info@scottishhigh.com

schooldirector@scottishhigh.com

primaryschoolprincipal@scottishhigh.com

schoolcoord@scottishhigh.com



Single Parents



- ❖ Single parents are requested to provide us all the relevant details to facilitate us in care of the child while in school.
- ❖ The school reserves the right to be involved in the counseling process only to the extent of helping the child.
- ❖ Information in this respect can be given personally or through e-mail to either Ms. Seema Bhati (Primary School Principal) at primaryschoolprincipal@scottishhigh.com
or
- ❖ Ms. Anindyo Sen Gupta (School Coordinator) schoolcoord@scottishhigh.com



Code of Conduct & Communication



- ❖ School is an institution of learning, kindly maintain its sanctity.
- ❖ Please avoid gossiping, protests or using school premises to promote personal business.
- ❖ Kindly approach the HRT or me with a prior appointment and clarify any issue or concern rather than putting it on the whatsapp group.
- ❖ Any change in address, phone numbers, transport, family status, professional change and the like should be immediately intimated to the following people- Home Room Tutor through the E.R.I.C. or School Coordinator at – schoolcoord@scottishhigh.com





Important Instructions



- Kindly check your child's Grade/Section from the roster displayed in the auditorium.
- Layout of important counters-



- T-Boards are placed for your convenience.
- In case of any query w.r.t. books and uniform, please contact the help desk.



Hasta La Vista...



...Till we meet again