



Meet Your Teacher Information Booklet

Thursday 24 August 2023

Class Information

Teacher	Ms. Rachel
Class	1RM
Class Teacher Email	rachel.morgan@awisdoha.com
Arabic Teachers	Ms. Ghada, Ms. Fatima and Ms. Njoud
Arabic Teacher Email	ghada.salem@awisdoha.com fatima.alqaisi@awisdoha.com njoud.nazzal@awisdoha.com
PE Day	Sunday
Library Day	Tuesday
Reading Books	Physical reading books will be changed once a week. This day will be confirmed with you at the end of the second week in school.

Milepost Information

First Break	09.10 - 09.40
Second Break	11.20 - 11.50
Equipment in MP1	In Milepost 1, school equipment is provided for the children to use within the class room. Pencil cases are not required. The children's books are stored in school. Therefore they do not have much to bring to and from school. A book bag will suffice.
Homework	Homework is handed out to all students in Year 1 on a Sunday. Students will complete their assigned tasks in their homework books. Homework books will be collected in on a Thursday in order to be marked ahead of the following week. Online homework (e.g. Education City) will be available Sunday to Sunday.
Homework in MP1	1 reading book & online Monster Phonics books 1 homework task assigned weekly e.g. maths worksheet/writing task

	Education City Activities
--	---------------------------

Whole School Information

Senior Leadership Team	Sharon Kay – Principal Toni Redden – Deputy Head Curriculum Chloe James – Deputy Head Pastoral
Timings	Drop Off: 07:00 – 07:10 Year 1 to 6 Pick Up: 13:50 – 14:00
Registers	The class registers are taken at 07:10. Children arriving after this time will receive a ‘Signed in at the Office’ slip and will be marked in late. This is to ensure our children are kept safe and our registers are accurate in the case of an emergency. It is imperative that children arrive to school on time.
Late Pick Up	If your child is collected late from school, you will be asked to scan them out on your arrival. Serial late collection will result in charges in line with our Late Collection Policy. This is available to read on our Website.
FS After School Club	Our After School Club is led by our Teaching Assistants. It runs from 13:00 until 14:00. This is a payable service. For more details, please see Ms. Dema in the office.
Year 1 to 6 After School Club	Our After School Club is led by our Teaching Assistants. It runs from 14:00 until 15:00. This is a payable service. For more details, please see Ms. Dema in the office.
Extra-Curricular Activities	Extra-curricular activities are run by Teachers and outside agencies after school from 14:00 – 15:00. Some require additional payment. More information regarding these clubs will be shared with you shortly.
Drop Off & Pick Up	We ask that you drop off your child at the white gates. At pick up time, please collect your child from their classroom door. In the cooler months, the children will wait in the playground to be collected. Once you have collected your child it is extremely important that you leave the school premises. Playing in the playground is not permitted.
Website	Our Curriculum resources are available on our school website. There is a simple login to access the resources, to prevent them being widely available across the internet. Simply: Go to www.awisdoha.com Click PARENTS in the top-right menu (on a mobile device, this is at the top of the mobile menu)

	<p>On the sign-in form, enter the access password 22698 (this is the school PO Box number), tick the box to confirm you are an AWIS parent, and press the submit button.</p>
Home / School Communication	<p>Class Teachers and Subject Teachers follow a full teaching timetable and are in class from 07:00 – 14:00. They will respond to communications outside of lessons and break times.</p> <p>Communications will be responded to between;</p> <p>06:30 – 15:15 Sunday - Wednesday</p> <p>06:30 – 14:15 Thursday</p> <p>Our full Home / School Communication Policy can be found on our Website.</p>
School Uniform	<p>School uniform carrying our school logo is mandatory for all students. Our School Uniform Policy is outlined below:</p> <p>Main Uniform</p> <ul style="list-style-type: none"> • White school polo shirt • Navy shorts or trousers • Navy skirt, pinafore or skort • Navy and white checked dress during the summer • Navy blue school jumper • Black shoes with white socks <p>PE Uniform (To be worn on PE days only)</p> <ul style="list-style-type: none"> • Navy blue school t-shirt • White shorts • Navy tracksuit bottoms • Navy school jumper • Trainers with white socks <p>House Team Uniform (To be worn on House Competition Days only)</p> <ul style="list-style-type: none"> • House coloured polo shirt • White shorts • Navy school jumper • Trainers with white socks <p>Please ensure all items of clothing are labelled with your child’s name.</p> <p>Uniform checks will be conducted by members of the Senior Leadership Team. Parents of children not wearing school uniform will be contacted.</p>
School Bags	<p>Big bags and wheely bags are not permitted in school.</p>





Packed Lunches

We have 2 break times at school. Please ensure your child has enough to eat during both breaks. During the cooler months the children will also have an opportunity to play outside during their breaks.

Your child should bring a healthy lunch. Chocolate, chips, fizzy drinks, chewing gum and sweets are not permitted. We have children and staff in school with nut allergies. **Therefore, we are a nut-free school.**

Lunch boxes / containers / bottles should be plastic. Glass containers are not permitted in school.

Policy for Student Sickness

Minor Illnesses/Ailments			
Children need to stay at home			
Fever	Vomiting	Diarrhoea	Head Lice
			
Temperature of 38 C or higher	Within last 24 hours*	Within last 24 hours	Itchy head, live head lice
Children are able to return to school when			
They have been fever free for 24 hours without the use of fever reducing medication (Paracetamol, <u>Brufen</u>)	They have eaten 2 solid meals and not vomited *Vomiting after food (while in school) will be assessed case by case.	They have been free from diarrhoea for at least 24 hours	They have been treated with appropriate lice treatment and stayed at home for 2 days. They have had a head inspection by the school nurse and given clearance to return to school.