



**BRITISH
INTERNATIONAL
SCHOOL**
HANOI

A NORD ANGLIA EDUCATION SCHOOL



Extracurricular Activities in Primary (Years 1-6)

Term 1 / 2017 - 2018



Dear Parents

Extracurricular Activities (ECAs) in Term 1 will start on **Monday, 25th September 2017**. The activities will run through until **Thursday, 7th December 2017**.

Extracurricular activities provide a great opportunity for your child to take part in an activity that falls outside the realm of normal curriculum. Your child can explore their physical, creative, social or political domains and share diverse interests with like-minded students, perhaps in a different subject area or different key stage.

Children in Years 1-6 will be asked to make choices from the list of activities below. Children in Years 1-6 will have the option to choose one, two or three activities. They will be asked for multiple preferences although they will be allocated to one, two or three activities only. Not all activities are available to all year groups, please see the descriptions below. Information on paid activities can also be found within the descriptions below. This year, the sign up process will change slightly to ensure all students are granted a place on either their first, second or third choice of preference, please see the application guidelines below for detailed instructions.

Application guidelines:

- All activities (free and paid) need to be selected on-line via **CHQ**.
- You will be able to register your child for 1 activity during 'sign-up period 1', which will be from **Monday, 4th September 2017 at 9.00am until Tuesday, 5th September 2017 at 4.00pm**. You will be able to make multiple choices but at this stage you will be accepted on 1 activity. You will then be able to register your child for another 1 activity if you wish to do so during 'sign up period 2' which will be from **Wednesday, 6th September 2017 at 9.00am until Thursday, 7th September 2017 at 4.00pm**. Finally, you will be able to register your child for a third activity if you wish to do so during 'sign up period 3' which will be from **Friday, 8th September 2017 at 9.00am until Saturday, 9th September 2017 at 4.00pm**.
- After **Saturday, 9th September 2017 at 4.00pm**, students who have signed up for an activity must commit to it for the whole term. Children will not be allowed to swap activities.
- All choices will be allocated on a first come, first served basis.
- If students are absent from their activity without authorisation on more than one occasion, they will be removed from the activity and their place will be offered to a student on the waiting list.
- Children wishing to take part in paid activities can make payments in cash to the school cashier as soon as the child's activity is confirmed.
- Activities have maximum and minimum numbers, which vary according to the activity.
- Once the maximum number of children has been reached, the activity will be 'closed' and the activity name will be highlighted in red.
- Children who sign up for activities that are oversubscribed will be placed on a waiting list.
- Activities may be cancelled if the total number of participants does not meet the required minimum.

Paid Activities

Paid activities will be confirmed via email to those who have been allocated a place. CHQ has information about each of the activities and all details can be found by expanding the blue information tab. In Term 3, by selecting a paid activity and paying the associate fees, you are agreeing to the school's liability waiver and agree to pay the required fee. **Payments need to be made by Friday, 15th September 2017**, otherwise the place will be offered to the children who have been placed on a waiting list.

Below are the British International School Hanoi Bank details:

- Bank name: EXIMBANK - SAI GON BRANCH
- Bank address: 136-138 Le Thi Hong Gam Street, District 1, HCMC, Vietnam.
- Account name: TRUONG QUOC TE DA CAP ANH - HANOI (BIS HANOI)
- Account No.VND: 1401 1485 1059534
- Account No.USD: 1401 1485 1059551
- SWIFT Code: EBVIVNVXTTD
- Bank code: 79305002

On-line Activity Selection

All activities (free and paid) need to be selected on-line via **CHQ**. Please see the next page for instructions. You will be able to see updates and changes to your approved activities through your on-line CHQ homepage. Please note your first choices may not always be possible.

Please take time to read through the rest of this booklet and log on to CHQ. If you have any questions please contact mark.atkinson@bishanoi.com.

Mr. Mark Atkinson
ECA Programme Coordinator

CHQ – Activities and Sports Online Portal

This system has been set up for you to use on a daily basis to select and track all of your child's chosen activities. It can be found by going to the school website <http://www.nordangliaeducation.com/our-schools/vietnam/hanoi/bis> and clicking on the CHQ tab, at the bottom of the homepage.

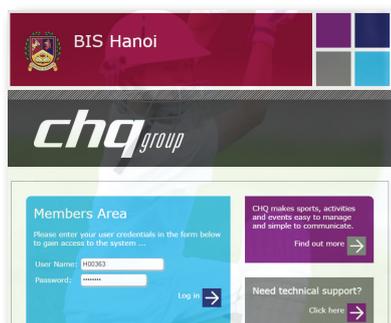
Please follow the instructions below to log on and select your desired activities.

Logging on

Log on using your child's school User name and Password. If your child is in the Primary school, their Password will be their Date of Birth, in the format DDMMYYYY. If your child is in the Secondary school, their password will be 'password' or their own personal password.

Primary Example: User name: H00123 Password: 23032007

Secondary Example: User name: H00124 Password: password



How to select your child's activities:

Step 1: Click on **My Profile** tab.

Step 2: Expand **My Activities**.

Step 3: Select **View/Manage/Submit Activity Choices (2017-2018 Term 1)**.

Step 4: For each activity/paid activity add a different number e.g. Monday: Football **add 1**, Wednesday: Board Games **add 2** then **3, 4, 5 etc.** to all other clubs you would like to participate in. The **SAVE** button will appear to the right of the activity list, click SAVE.

Step 5: Once you're happy with your choices you **MUST** press the **SUBMIT** button at the top of the page. You will receive an automated email confirming your club preferences.

Step 6: To cancel a selection after submitting add a 0 to the desired box then save and submit.

Step 7: If you click onto My Schedule after Monday 12th September 2017 you should be able to see your activities by scrolling through to Monday 25th September 2017 (start of Term 1 activities) you will also receive an email of the activities you have been accepted into and students can check display boards within school.

Once your selected activities have been approved you will be able to see them by clicking on the on **My Profile** tab to the right of the Home tab on your page.

CHQ Sign-Up Tips for Parents:

Parents please DO NOT place a number 1 in each activity box as this will make your child's favourite activity unclear and as a result your child may miss out on their favourite activity). Please remember to number all choices from 1 (most important activity) to 5, 6 or 7 (or least favourite activity) regardless of the day.

Consider & discuss your choices with your child then click the **Submit** button. Clicking the **Submit** button will send your child's activity choices to school.

Please remember that you may choose as many activities as you wish that fit into your child's schedule and all activities are subject to a minimum and maximum limit.

MONDAY

ACTIVITY	YEAR	TIME	MIN No.	MAX No.	TEACHER	VENUE	ACTIVITY GROUPING	GENDER SPECIFIC	ACTIVITY DESCRIPTION
Splash Pool & Playground games	Year 1	15:05 - 16:05	2	12	Ms. Elliott	EYC	Sports	Both	Come and have fun in the splash pool and build up confidence in the water. If the weather is not suitable we will play some old and new games together to share with friends in the playground.
Football	Year 1	14:55 - 15:55	6	14	Mr. Jack	EYC	Sports	Both	We'll do some simple introductory drills followed by fun and friendly games. A great chance to run around, have fun and learn some new skills.
Construction Club	Year 1	15.05 - 16.05	5	15	Ms. Cat	E104	STEAM	Both	Children will be able to experiment using a range of construction materials in order to create and construct something new. There will be challenges which will enable children to work as a team and independently.
Yoga and Peace Out	Year 1	14:55 - 15:55	4	12	Ms. Tamara	E110	Sports	Both	Yoga, mindfulness and relaxation through stories and designed especially for children.
BIShop	Years 2-13	15:05 - 16:05	6	15	Mr. Allison	S305	Service	Both	Learn to help provide a service to your school community whilst raising money for local charity. You will be involved in the set up, purchasing and running of the school shop
Trampolining	Years 2-6	15:05 - 16:05	6	8	Ms. Upton	Sports hall	Sports	Both	Perform simple trampolining skills such as different shaped jumps, a variety of landings, and twists. Trampolining develops core strength, balance and flexibility.
Kwik Cricket	Years 2-6	15:05 - 16:05	10	25	Mr. Wild	Hardcourt	Sports	Both	Students will develop coordination, throwing, running and striking skills whilst playing this fun and fast version of Cricket.
Nature Club	Years 2-6	15:05 - 16:05	4	10	Mrs. Lovatt	P117	STEAM	Both	Nature walks around the school, nature quizzes and learning more about important issues that could affect us in the future, including climate change.
Colouring	Years 2-6	15:05 - 16:05	5	25	Ms. Fitzpatrick	P121	STEAM	Both	Join this ECA to explore your creative side in a relaxing environment. A different colouring challenge each week.
Gymnastic club (Paid activity)	Years 2-8	15:05 - 16:05	10	16	GymKraft	Spots Hall	Sports	Both	This year we'll be working with GymKraft, a gymnastics company from Singapore. Students will develop a range of technical skills including rolling and rotating, balancing and travelling in a challenging and safe environment. Please note: Minimum number of children =10/ The cost per student in Term 1 = 4,600,000 VND
T - Ball	Years 3-6	15:05 - 16:05	12	24	Mr. Holmes	Auditorium	Sports	Both	Develop coordination, throwing, running and striking skills by playing T-Ball. It is a fun and easy to learn alternative to softball or baseball. Each week pupils will spend time developing specific skills before playing the game in teams!
Primary Science Club	Years 3-6	15.05 - 16.05	6	15	Ms. Watts	C127	STEAM	Both	Children will become scientific enquirers by carrying out a range of fun experiments
Beginners Swimming	Years 3-8	15:05 - 16:05	4	12	Mr. Vu	Swimming Pool	Sports	Both	This activity is for those who cannot complete a full length in any stroke. We will develop floating and body positioning, kicking and arm movements to propel ourselves through the water in a safe and comfortable manner.
Philosophy for Children	Years 4-6	15:05 - 16:05	6	12	Ms. Long	P103	STEAM	Both	Use film, music, photography, poetry and art to discuss and debate important social issues and global events. Share your opinions and challenge those of others.
Ukulele	Years 4-7	15:05 - 16:05	4	12	Ms. Burden	P214	Performing Arts	Both	Ukulele club- for beginners or students who already know how to play. Learn to tune your instrument, play some songs and perform. We have ukuleles in school you can use but if you have your own, bring it along!
Crochet	Years 4-9	15:05 - 16:05	4	16	Mrs. Ower	P218	Service	Both	Crochet. We will be crocheting colourful squares (perfect for beginners!) and stitching them into blankets for SOS Orphanage or one of our other community partners.

MONDAY

ACTIVITY	YEAR	TIME	MIN No.	MAX No.	TEACHER	VENUE	ACTIVITY GROUPING	GENDER SPECIFIC	ACTIVITY DESCRIPTION
Bushcraft and Outdoor Skills Club	Years 5-8	15:05 - 16:05	6	20	Mr.Carroll and Mr. Halpin	School Garden	Leadership and Service	Both	Do you want to be the next Bear Grylls? If so, you'll love Bushcraft And Outdoor skills club! Learn essential life skills each week from fire building, outdoor cooking, knife and axe work and shelter building to the principals of successful camping. Each week we will build on our previous skills, have fun, learn how to work safely with tools and enjoy all that nature provides.
Netball	Years 5-8	15:05 - 16:05	10	20	Ms. Crombie	Hardcourt	Sports	Both	We'll be learning and developing netball skills through active drills and fun, friendly games.
Running Club	Years 6-13	15:05 - 16:05	5	10	Mrs. Witton	Outside (meet at the back door opposite sports hall)	Sports	Both	This club will be designed to build both speed and stamina. Students that sign up should already be able to comfortably run 5KM and will be motivated to run 5KM in 30 minutes or less. This activity is also perfect for IGCSE students aiming to increase fitness.

TUESDAY

ACTIVITY	YEAR	TIME	MIN No.	MAX No.	TEACHER	VENUE	ACTIVITY GROUPING	GENDER SPECIFIC	ACTIVITY DESCRIPTION
Keeping up with Japanese	Years 1-13	15:05 - 16:05	3	10	Ms. Kaori	<i>Language Room</i>	Languages	Both	Keeping up with mother tongue language by self-study, reading and fun games. Study materials should be prepared by themselves.

WEDNESDAY

ACTIVITY	YEAR	TIME	MIN No.	MAX No.	TEACHER	VENUE	ACTIVITY GROUPING	GENDER SPECIFIC	ACTIVITY DESCRIPTION
Dances Around the World	Year 1	14:55 - 15:55	6	15	Ms.Cheska	EYC Multi purpose room E218	Performing Arts	Both	Dancing is an aerobic form of exercise and is a great alternative to team sports. Benefits include flexibility, improved physical strength, good posture, balance and coordination. And did you know that it could spark creativity and appreciation for arts? In this class, the children will learn modern and traditional dances from all over the world and enjoy all the benefits of dancing.
Storytelling 101	Year 1	15:05 - 16:05	6	12	Ms. Bea	E106	STEAM	Both	The children will engage in a variety of art activities based on a new story that they will listen to each week.
Active Fun	Year 1	15:05 - 16:05	6	12	Ms. Karissa	EYC Softplay Room	Sports	Both	The Softplay Room is the best venue to improve your gross motor skills, push physical boundaries and develop sportsmanship in a safe environment.
Art Club	Year 1	14:55 - 15:55	4	12	Ms. Mullin	E102	STEAM	Both	Come and develop your creativity! We will explore different skills and techniques through drawing, painting, sculpture, clay, crafts and much more.
Volleyball	Years 2-6	15:05-16:05	4	16	Mr. Vu	Primary Field	Sports	Both	Children will develop a range of volleyball skills, including, basic setting, digging and generic passing. Children will also learn the basic rules of gameplay.
Primary Drama Club	Years 2-6	15:05 - 16:05	4	20	Ms. Loveday	P303	Performing Arts	Both	Introduction to performance skills through workshop sessions.
Primary Global Challenge Activities	Years 2-6	15:05 - 16:05	6	20	Ms. Tong	P116	Global Campus	Both	Students can explore and develop ideas for their global campus competitions. They will be able to plan creative and unique projects, using teamwork or independently.
Tennis Club <i>(Paid activity)</i>	Years 2-6	15:05 - 16:05	4	4	Mr Thuong	Hardcourt	Sports	Both	Students will discover and develop basic tennis strokes such as forehand and backhand ground strokes, volleys and serves. This activity will take place at the Vinhome Riverside Tennis Courts. Please note: Minimum number of children =4/The cost per student in Term 1 = 1,310,000VND (Approx.)
Golf <i>(Paid activity)</i>	Years 3-13	15:05 - 16:05	8	12	Bradley Wright (PGA Pro)	Long Bien Golf Course	Sport	Both	Receive top tuition from a PGA professional, including skills for all abilities, ranging from grip to club swing, or putting to driving. Please note: Minimum number of students =8. The cost per student in Term 1 = 4,060,000VND
Competitive Swimming	Years 4-13	15:05 - 16:05	4	20	Ms. Wild	Swimming Pool	Sports	Both	This activity is for advanced swimmers who are competent in at least 3 strokes over great distances. This activity will allow you to train intensively and to fine tune particular aspects of your stroke to improve further.
Poetry Club	Years 4-5	15:05 - 16:05	6	12	Mrs. Lee	P202	Performing Arts	Both	Poetry club is for anyone who enjoys reading, sharing and performing poetry. We will read lots of poems, explore different types of poems and find out about famous poets. We'll play games to develop our performance skills. Come along and have fun.
Code Club	Years 4-6	15:05 - 16:05	4	12	Mr. Driver	ICT / Computing Suite	STEAM	Both	Using SCRATCH (courtesy of MIT) children will program their very own interactive stories, games, and animations — and share their creations with others in the online community. Scratch helps young people learn to think creatively, reason systematically, and work collaboratively — essential skills for life in the 21st century.
Primary FOBISIA Boys Football	Years 5-6	15:05 - 16:05	6	12	Mr. Atkinson	Secondary Field	Sports	Boys	Students will apply skills and techniques into game situations. Focusing on attacking and defending principles as a team.
Primary FOBISIA Girls Football	Years 5-6	15:05 - 16:05	6	12	Mr. Atkinson	Secondary Field	Sports	Girls	Students will apply skills and techniques into game situations. Focusing on attacking and defending principles as a team.

WEDNESDAY

ACTIVITY	YEAR	TIME	MIN No.	MAX No.	TEACHER	VENUE	ACTIVITY GROUPING	GENDER SPECIFIC	ACTIVITY DESCRIPTION
Primary FOBISIA Athletics <i>(No school transport provided following this session)</i>	Years 5-6	16:15 - 17:15	6	24	Mr. Atkinson	Secondary Field	Sports	Both	Students will focus on speed, agility, quickness, strength and power before developing fine technique later in the academic year.
Garden Club	Years 5-8	15:05 - 16:05	10	20	Mr. Labelle and Mr. Halpin	P24 & Garden	STEAM	Both	Join the Garden Club to learn how to plant, grow and harvest our garden! You will learn about the Biology of Plants, and what they need to grow. You will enjoy being outdoors and learn how satisfying it is to witness that from little things, big things grow!
Brass Club	Years 5-9	15:05 - 16:05	1	13	Mr. Scott	C323	Performing Arts	Both	The showcase group for the new BIS Brass Project, where all BIS Brass Musicians get together to work as an ensemble on music arranged especially for this group.

THURSDAY

ACTIVITY	YEAR	TIME	MIN No.	MAX No.	TEACHER	VENUE	ACTIVITY GROUPING	GENDER SPECIFIC	ACTIVITY DESCRIPTION
Gymnastic club <i>(Paid activity)</i>	Years 1	15:05 - 16:05	10	16	GymKraft	Spots Hall	Sports	Both	This year we'll be working with GymKraft, a gymnastics company from Singapore. Students will develop a range of technical skills including rolling and rotating, balancing and travelling in a challenging and safe environment. Please note: Minimum number of children =10/ The cost per student in Term 1 = 4,600,000 VND
Korean reading Club	Years 2-3	15:05 - 16:05	6	12	Ms. Jinny Jung	Library	Languages	Both	Children will read different types of Korean books and develop their understanding & reading skills.
Art club	Years 2-6	15:05 - 16:05	8	12	Ms. Hop	P205	STEAM	Both	Children will be doing grain art at the first half term then exploring the famous art works around the world such as Africa, Europe among others. This is a chance for children to develop their creative ability.
Beginners Golf <i>(Paid activity)</i>	Years 2-6	15:05 - 16:05	8	15	Mr Bradley Wright (PGA Pro)	Hardcourt	Sports	Both	An introduction to the fundamentals of Golf using the new SNAG programme (Starting New At Golf). Learn how to grip a club, how to swing effectively and have fun chipping and putting at a range of engaging targets. Please note: Minimum number of children =8/ The cost per student per term = 2,710,000 VND
Primary Orchestra	Years 3-6	15:05 - 16:05	1	NA	Mr. Scott	C323	Performing Arts	Both	Through the increasing popularity of our BIS Orchestra, we have now decided to split the orchestra into older and younger students. This will give our Primary students a fantastic opportunity to experience performing as an ensemble and working together towards performing at some of the upcoming school events and concerts. We will play music arranged especially for the group, which will provide students with an experience that engages and challenges them, whilst continually developing their skills as a musician. Students of all abilities from year 3 to year 6 are welcome to join.
Puzzles and strategy games	Years 3-6	15:05 - 16:05	6	16	Mr. Callan	P220	STEAM	Both	Students will explore a range of Mr. Callan's favourite puzzles, including his favourite puzzle of all, the jigsaw puzzle!
Intermediate Swimming	Years 4-8	15:05 - 16:05	4	20	Ms. Wilson	Swimming Pool	Sports	Both	Students will refine the technical and physical aspects of multiple strokes. This activity is recommended for competent swimmers who would like to develop into competitive swimmers.
Primary FOBISIA T-Ball	Years 5-6	15:05 - 16:05	6	24	Mr. Atkinson	Secondary Field	Sports	Both	Students will develop batting, field, throwing and catching whilst developing an understanding of advanced rules.

