



**BRITISH
INTERNATIONAL
SCHOOL**
HANOI
A NORD ANGLIA EDUCATION SCHOOL



Extracurricular Activities in Key Stages 3, 4 and 5 (Years 7–13)

Term 1 / 2016 - 2017



Dear Parents

Extracurricular Activities (ECAs) in Term 1 will start on Monday 19th September 2016. The activities will run through until Thursday 1st December 2016.

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 7 to 13 will be asked to make choices from the list of activities below. Children in Years 7 to 13 will have the option to choose one, two or three activities. They will be asked for 5 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 activities during 'sign-up period 1', which will be **from Tuesday 30th August 2016 at 9.00am until Wednesday 31st August 2016 at 5.00pm**. You will be able to make up to 5 choices but at this stage you will only be accepted a place on 1 activity only. You will then be able to register your child for another 1 or 2 activities if you wish to do so during 'sign up period 2' which will be from **Thursday 1st September 2016 at 9.00am until Saturday 3rd September 2016 at 5.pm**.
- After **Saturday 3rd S September 2016**, 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'.
- 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 1, 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 9th September 2016** otherwise the place will be offered to the children who have been placed on a waiting list.

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 markatkinson@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.

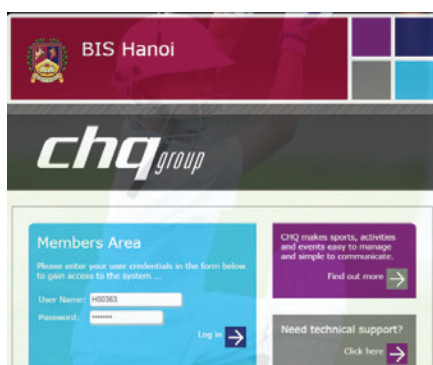
Please follow the instructions below to log on and select your desired activities.

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 their own personal password.

Primary Example: User name: H00123 Password: 23032007

Secondary Example: User name: H00124 Password: ownpersonalpassword



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** (2016-2017 Term 1).

Step 4: For each activity/paid club add a different number e.g. Monday: Football club **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 5th September you should be able to see your activities by scrolling through to Monday 21st September 2016 (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 **My Profile** tab to the right of the Home tab on your homepage.

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 (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	MAX No.	TEACHER	VENUE	ACTIVITY GROUPING	GENDER SPECIFIC	DETAIL/NOTES
Community Arts	Years 7-13	3:05 - 4:05	20	Mr Harrison & Miss Tilt	C111	Creativity	Both	Students will get the opportunity to plan and create projects for different Artwork in school and the wider community. Once planned, students will be able to acquire skills producing large scale works in a range of Art media. This activity requires teamwork and perseverance to see a project development from start to finish.
Rock Band	Years 10-13	3:05 - 4:05	10	Mr Adams	GCSE music room	Performing Arts	Both	Do you want to ROCK!? This activity will give you the opportunity to showcase your musical talents, group work skills and have fun. If you know how to play any instrument and want to play in a band with your friends then this is the activity for you!
BIShop	Years 3-13	3:05 - 4:05	25	Ms Stevenson & Mr Kelly	S308	Creativity	Both	Students who sign up for BIShop will be instrumental in creating a space where students, staff and parents can gather to purchase equipment, gifts and services. Students who sign up for BIShop must be willing to sacrifice one lunch time a week to sell their wares in our shop. Students will be involved in product development, purchasing, marketing and human resources management.
BIS Buddies	Years 6-13	3:05 - 4:05	12	Ms Leeper	C317	Community	Both	BIS Buddies is a group that helps create a more inclusive and welcoming environment at BIS. It is student led; each term students are responsible for devising and implementing activities to hold during the school week, such as lunch time clubs, lunch time activities and so much more! Join BIS buddies if you want to make your school an even better place.
English Teaching	Year 12	3:05 - 4:05	20	Mr Gallagher & Mr Hoare	S202	Community	Both	As English becomes increasingly important as the official language of our school we are searching for more ways to allow everybody the opportunity to learn. Mr Gallagher and Mr Hoare will be running a Monday ECA to train Year 12 students to become English teachers. Once your training is complete, the ECA will continue as you teach conversational English to small groups of our Support Staff, who would otherwise not have the opportunity to improve their English. This is a great opportunity to do something for other members of our school community, and will count towards Gold or Silver International Award Service or Skill, and towards your IB CAS.
Beginners Swimming	Years 3-8	3:05 - 4:05	10	Ms Wild	Pool	Sport	Both	This activity is for students who are unable to swim 1 length of the pool. This activity is recommended for students who are aiming to compete in the Global or FOBISIA Games but may struggle with the swimming aspect. Students will progress through the basic fundamentals of swimming and on to basic stroke development in a range of strokes.
Girls Volleyball	Years 10-13	3:05 - 4:05	20	Ms Fairbairn	Sports Hall	Sport	Both	Learn technical skills such as 'Spiking', 'Digging' and 'setting', whilst developing an understanding of rules and gameplay. You will also have the opportunity to compete against other schools in the HAC Varsity or Junior Varsity league.
Boys Volleyball	Years 10-13	3:05 - 4:05	20	Mr Huy	Sports Hall	Sport	Both	Learn technical skills such as 'Spiking', 'Digging' and 'setting', whilst developing an understanding of rules and gameplay. You will also have the opportunity to compete against other schools in the HAC Varsity or Junior Varsity league.
Recreational Volleyball	Years 7-13	3:05 - 4:05	20	Mr Allott	Hardcourt	Sport	Both	Learn technical skills such as 'Spiking', 'Digging' and 'setting', whilst developing an understanding of rules and gameplay.
School Magazine	Years 7-13	3:05 - 4:05	20	Ms Evans & Mr Agass	S203	Creativity	Both	Developing a range of journalistic skills including reportage, editing, storytelling, and research and learning about the ethical implications of reporting culminating in the production of a school magazine/newspaper. (Have some connections with BIS HMC)
Personal Finance and Investing	Years 10-13	3:05 - 4:05	24	Mr Byatt	S305	Creativity	Both	Week 1 - Personal Finance and responsible money management (budgets, etc.); Week 2 - Spending vs Saving; Week 3 - Risk vs Rewards with money; Week 4 onwards - Various ways of investing (in particular; individual business and stock markets) Some key items include: How to invest; How to choose a company to invest in; Calculating future finances based on investments.
Cross Stitch	Years 5-7	3:05 - 4:05	15	Ms Rowlands	P220	Creativity	Both	Cross stitching is a great way to spend time with friends; old and new. Develop your skills and express your creativity with a needle and thread. Share designs and ideas and impress your family and friends with your achievements!
Baking club	Years 7-13	3:05 - 4:05	12	Ms Hai	Cooking room	Creativity	Both	Children will build skills in using kitchenware and learn how to make a variety of wonderful cookies, cakes and other treats. Join us and you will become a real baker!
FOBISIA training	Years 7-11	3:05 - 4:05	12	Ms Airdrie & Mr Longford	Primary field	Sport	Both	Training and athletic development for FOBISIA games competitors.
STOMP!	Years 3-7	3:05 - 4:05	16	Ms Rea	The Band Room	Music	Both	With STOMP, it doesn't matter if a student has never played a musical instrument before; it's all about the rhythm. This is a very unique ensemble which uses daily objects, such as brooms and household products to create a lively, rhythmical ensemble. There will be aspects of choreographed movement, as well as use of voice (shouting/chanting). To understand STOMP more, you can find information on Google and YouTube.

WEDNESDAY

ACTIVITY	YEAR	TIME	MAX No.	TEACHER	VENUE	ACTIVITY GROUPING	GENDER SPECIFIC	DETAIL/NOTES
Intermediate Chinese Mandarin (Paid activity)	Years 7-13	3:05 - 4:05	14	Ms Hong Minh	S108	Languages	Both	earn basic conversational skills, including greeting and introductions, questions and answers whilst developing cognitive and social skills. Learning Chinese Mandarin also provides children with an advantage in the increasingly competitive business world. Please note: Minimum number of children = 6 The cost per student per term = 1,100,000 VND
Golf (Paid activity)	Years 3 - 13	3:05 - 4:05	12	Mr Trett & Mr Bradley Wright	Long Bien Golf Academy	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 children = 15 The cost per student per term = 4,060,000 VND
Climbing and Bouldering (Paid activity)	Years 5 - 13	3:05 - 4:05	12	Mr Lovatt	VietClimb	Sport	Both	For the climbers who register at the first term, a free pair of Mad Rock climbing shoes would be provided (commercial value: VND 800,000). The content of climbing sessions will include a mix of workshops, bouldering games and competitions Please note: Minimum number of children = 6 The cost per student per term = 1, 930,000 VND
Handmade Items Club	Years 7-9	3:05 - 4:05	12	Ms Hong Tran	S219	Creativity	Both	Children will develop their skills in perseverance and creation by making beautiful handmade items.
TI Nspire CX workshop	Years 11-13	3:05 - 4:05	20	Mr Kennedy	s108	Academic	Both	This is the compulsory calculator for use with all three IB mathematics courses and the ability to use this calculator will be essential for your success in the IB course. Year 11 pupils can borrow a calculator to gain an advanced start in the IB. All International Award students will be allowed to attend a lunch time workshop if they wish to improve their TI Nspire CX skills.
Global Campus Competition	Year 5-13	3:05 - 4:05	12	Mr Duckett	Library	Creativity	Both	This ECA will give you dedicated time to interact with Nord Anglia's Global Campus. We will use our time to make entries to the Global Campus competitions and to interact with students from the 43 other Nord Anglia schools. The current competition is based on nature photography.
Crossword Puzzle Design	Years 7 - 13	3:05 - 4:05	16	Mr Tchakov	S208	Languages	Both	This activity is a cross between language practice and art. Participants will be required to create their own crossword puzzles, which they shall also decorate. Each week the activity shall have a different theme.
Table Tennis	Years 10-13	3:05 - 4:05	16	Mr Westropp	Sports Hall Gallery	Sport	Both	Children will learn the basic techniques in serving and returning the service. They will also learn how to rally, experience scoring and learn the rules of the game.
Science STEM CREST Award	Year 7-9	3:05 - 4:05	20	Ms Bradford	C212	Academic and Creativity	Both	Students work as a team to solve an investigative problem over several weeks and then enter their work to achieve bronze CREST award with the British Science Association.
Community and Charity Society	Years 12-13	3:05 - 4:05	25	Ms Cust-Hughes	S205	Community	Both	The society will continue to learn about ways to help our community. This will include different groups working on issues such as: researching charities, raising funds, raising awareness, designing videos and displays. There will be an opportunity for some students to be involved in community service with Koto, visiting those in need and offering support. Suitable for IB CAS students only.
Foreign Language Conversation	Years 7-13	3:05 - 4:05	20	Ms Rojas	S310	Languages	Both	If you are looking for opportunities to improve your Spanish or French language skills and meet people to have conversations with, this ECA can help you to do just that. It doesn't matter the level!
Pitch Perfect meets Karaoke	Year 7-13	3:05 - 4:05	20	Ms AuCoin	C323	Performing Arts	Both	Choir with a twist...singing in a group, popular music, harmonies, and a bit of rhythm, all rolled into one.
Board games, strategy games and card games	Years 7-13	3:05 - 4:05	20	Mr Schofield	S216	Games	Both	Students will be able to enjoy playing a range of individual and team games to help develop their communication and thinking skills. Come along and have some fun!
Boys Football	Years 5-13	3:05 - 4:05	20	Mr Dean & Mr Langford	Secondary Field	Sport	Boys	Boys will develop a wide range of skills including control; passing; shooting and movement with the ball. Boys will also learn the rules of the game and begin to compete with one another and more importantly, they will have fun!

Girls Basketball	Years 7-13	3:05 - 4:05	20	Ms Airdrie & Mr Webb	Sports Hall	Sport	Boys	Whether you're the heir to Lebron or a rookie in need of some game, these basketball sessions will have something for you. Improve your three percentage, make more of your inside game and learn to play D like a demon- if you love hoops, this is the ECA for you. Please note: It's currently Varsity and Junior Varsity season; get signed up quickly!
Science Blogging Club	Years 7-13	3:05 - 4:05	15	Ms Orchard	S211	Creativity	Both	Do you enjoy and science and want to write and build up a profile about it? Then join the science blogging club as an ECA. The plan is use a blogging platform such as WordPress or Tumblr to write about current science issues, science stuff going on in school and worldwide events and competitions that you might like to share with other students.
Innovate. Engineer. Create	Year 6-9	3:05 - 4:05	24	Mr Russell	S103	Creativity	Both	Design and create whatever your imagination will allow using the amazing k'nex. During the second half term you will have gained the skills to compete in teams to create the fastest solar powered racecar. Will you be victorious?
Globe Trotters	Years 5-8	3:05 - 4:05	20	Mr Forster	S314	Creativity	Both	Essentially a Geography Club. Organised and led by Mr Forster and his subject ambassadors. We will engage in various fun activities to stimulate students' appreciation of the natural world and how humans interact with it. Themes will include producing a campaign to lower the school's carbon footprint, creating maps and making our own volcanoes!
International Award - Bronze	Year 10	3:05 - 4:05	n/a	Mr Airdrie, Mr Toner, Mr Mortimer, Mr Minchin, Ms Fernandes, Ms Ajenjo, Ms Hemming & Ms Tong	Drama Room (P303), C121	International Award	Both	The International Award for Young People is a globally recognised programme of team building and leadership involving community service, learning skills, physical recreation and expeditions. Bronze is the first level, moving on through Silver to the ultimate challenge of Gold. Sign up to Bronze and Silver via CHQ before ECAs begin (see notices for info), and to Gold by visiting Mr Airdrie. Please note: The IA will begin on Wednesday 7th September and transport will not be provided.
International Award - Silver	Years 11, 12	3:05 - 4:05	n/a				Both	
International Award - Gold	Years 12, 13	3:05 - 4:05	n/a				Both	

THURSDAY

ACTIVITY	YEAR	TIME	MAX No.	TEACHER	VENUE	ACTIVITY GROUPING	GENDER SPECIFIC	DETAIL/NOTES
Tennis Club (Paid Activity)	Years 7-10	3:05 - 4:05	4	Mr Thuong	Hardcourt 2	Sport	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 per term = 1,310,000 VND
Table Tennis	Years 7-9	3:05 - 4:05	16	Mr Huy	Sports Hall Gallery	Sport	Both	Children will learn the basic techniques in serving and returning the service. They will also learn how to rally, experience scoring and learn the rules of the game.
Advanced Running	Years 7-13	3:05 - 4:05	12	Ms Witton	Meet at Sports Hall Entrance	Sport	Both	All participants must be able to run 3-kilometres without stopping, progressing to 5kn within the 50 minute session; walking is not an option. This club will build both strength and stamina and is recommended for IGCSE PE students aiming to fulfil their practical requirements.
BIS Debating Society	Year 9 - 13	3:05 - 4:05	16	Ms Price	S206	Academic	Both	Pupils will develop and hone the skills to debate and speak publically on a range of topics from global, ethical and political considerations, to the more lighthearted motions of Abba vs the Beatles. Debating utilises the skills of public speaking while engaging higher order thinking skills which empowers young people and enables them to become confident communicators.
Girls Football	Years 5-13	3:05 - 4:05	20	Ms Wild & Ms Wilson	Secondary Field	Sport	Girls	Girls will develop a wide range of skills including control; passing; shooting and movement with the ball. Girls will also learn the rules of the game and begin to compete with one another and more importantly, they will have fun!
Competitive Swimming (HCMC Gala Squad)	Years 3-13	3:05 - 4:05	30	Ms Airdire	Swimming Pool	Sport	Both	Advanced swimming is recommended for swimmers who wish to develop their skills in a number of strokes over greater distances. Children will develop their technique whilst building strength and increasing speed. Please note: The indoor swimming pool and pool area are kept at a warm temperature.
Varsity Boys Basketball	Years 10-13	3:05 - 4:05	20	Mr Langford & Mr Tom	Sports Hall and Hardcourt	Sport	Boys	Whether you're the heir to Lebron or a rookie in need of some game, these basketball sessions will have something for you. Improve your three percentage, make more of your inside game and learn to play D like a demon- if you love hoops, this is the ECA for you. Please note: It's currently Varsity and Junior Varsity season; get signed up quickly!
Middle School Boys Basketball	Years 7-9	3:05 - 4:05	15	Mr Tom	Hardcourt	Sport	Boys	Whether you're the heir to Lebron or a rookie in need of some game, these basketball sessions will have something for you. Improve your three percentage, make more of your inside game and learn to play D like a demon- if you love hoops, this is the ECA for you.
Model United Nations	Year 10-13	3:05 - 4:05	20	Mr Kennedy	S107	Languages	Both	Students learn about diplomacy, international relations, and the United Nations. MUN involves and teaches research, public speaking, debating, and writing skills, in addition to critical thinking, teamwork, and leadership abilities.
Orchestra	Years 3 - 13	3:05 - 4:05	Unlimited	Ms Rea & Mr Tuan Anh	Music Room	Performing Arts	Both	It's here! Our first BIS Orchestra ECA! Calling all musicians to get involved, primary and secondary! We need wind and string players of all abilities. Unfortunately, this ECA is not open to students who do not yet play an instrument. Students will be acquiring essential musicianship skills from regular rehearsals, in particular ensemble skills, musical discipline and skill development. This is an extremely exciting time for everyone involved!