



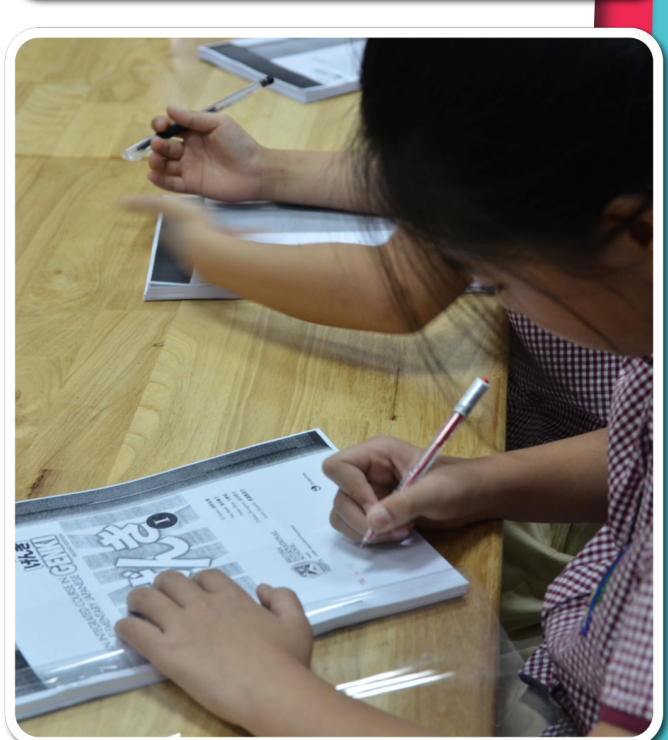
**BRITISH  
INTERNATIONAL  
SCHOOL**  
HANOI

A NORD ANGLIA EDUCATION SCHOOL



# Extracurricular Activities in Primary (Years 1-6)

Term 2 / 2017 - 2018



Dear Parents

Extracurricular Activities (ECAs) in Term 2 will start on **Monday, 22<sup>nd</sup> January 2018**. The activities will run through until **Thursday, 29<sup>th</sup> March 2018**.

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, 4<sup>th</sup> December 2017 at 9.00am until Tuesday, 5<sup>th</sup> December 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, 6<sup>th</sup> December 2017 at 9.00am until Thursday, 7<sup>th</sup> December 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, 8<sup>th</sup> December 2017 at 9.00am until Saturday, 9<sup>th</sup> December 2017 at 4.00pm**.
- After **December, 9<sup>th</sup> 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 by bank transfer to school as soon as the child's activity is confirmed. 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
- 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 2, 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, 15<sup>th</sup> December 2017**, 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 [activities@bishanoi.com](mailto:activities@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.

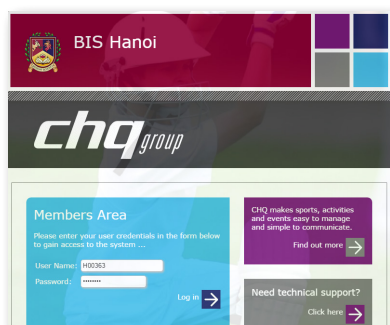
Please follow the instructions below to log on and select your desired activities.

### 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 2)**.

**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 11<sup>th</sup> December 2017 you should be able to see your activities by scrolling through to Monday 22<sup>nd</sup> January 2018 (start of Term 2 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
Crafty Kids	Year 1	15:05 - 16:05	5	15	Miss. Cat	F3 Class	Arts	Both	The children will be given the opportunity to create different things each week which will inspire them to be creative. You do not need to be good at art, all we ask is you try your best and be proud of the work you have produced. We will use a variety of resources and media and materials.
Foodies	Year 1	15:05- 16:05	5	10	Ms. Cheska	EYC Staff room	Arts	Both	Are you a person who enjoys eating more than anyone else? Then this club is perfect for you! Join Foodies and learn to prepare simple yet scrumptious snacks and meals that are sure to fill up your tummy.
T-Ball	Year 1	15:05 - 15:55	8	20	Ms. Caroline & Ms. Tamara	Y1 playground	Sports	Both	T-ball is an easier version of baseball. Come and join the fun if you are willing to work as a team and help your friends ball or field for the ball.
ZUMBA for KIDS	Year 1	15:05 - 15:55	2	12	Ms. Karissa	EYC Multi-purpose room	Arts	Both	We make fitness fun! start a healthy lifestyle through upbeat music and high energy movements -sign up in ZUMBA classes!
Football	Years 2-4	15:05 - 16:05	8	16	Mr. Swanson	Primary field	Sports	Both	Learn to improve your football skills with fun drills and matches.
Primary Science Club	Years 2-4	15:05- 16:05	6	15	Ms. Watts	Secondary Science Lab	Science	Both	This activity will allow you to become a scientific enquirer by planning and taking part in science investigations.
Kwik Cricket	Years 2-6	15:05 - 16:05	8	25	Mr. Wild	Hardcourt	Sports	Boys	Do you love running, throwing, catching and striking a ball? Then Kwik Cricket is the sport for you. Learn catching and striking as well as developing your coordination.
Trampoline	Years 2-6	15:05 - 16:05	4	10	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.
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.  <b>Please note: Minimum number of children =10/ The cost per student in Term 2 = 2,640,000 VND</b>
T - Ball	Years 3-6	15:05 - 16:05	12	24	Mr. Holmes	Primary Field	Sports	Both	Learn and practise skills that help you play T-Ball. Then try out these new skills in a game.
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.
Global Pen Pals	Years 4-6	15:05 - 16:05	5	20	Ms. Fitzpatrick	Primary Meeting Room	STEAM	Both	Do you love writing? Do you want to make friends across the world? Then come and join the Global Pen Pals ECA. We will write letters, make ebooks and videos to send to our global network of friends at Nord Anglia schools around the world!
Ukulele	Years 4-7	15:05 - 16:05	4	12	Ms. Burden	P214	Music	Both	In ukulele club we will learn to play lots of songs. We'll develop our chord knowledge and strumming skills to play more interesting and exciting songs. Any ability is welcome and we have ukuleles you can borrow too!
Primary FOBISIA Swimming	Years 4-8	15:05 - 16:05	4	24	Mr. Atkinson	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.
e-Readers	Years 5-6	15:05 - 16:05	4	10	Ms. Long	Library	Academic	Both	E-Readers is a group for children who have or want to develop their love of reading. We will read and discuss a new book every week so children will need access to online books using kindles/tablets. We will then share our reviews and take part in different activities relating to the books.
Bushcraft and Outdoor Skills Club	Years 5-8	15:05 - 16:05	6	20	Mr. Carroll	School Garden	STEAM	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.

# MONDAY

ACTIVITY	YEAR	TIME	MIN No.	MAX No.	TEACHER	VENUE	ACTIVITY GROUPING	GENDER SPECIFIC	ACTIVITY DESCRIPTION
Crochet Club	Years 5-9	15:05 - 16:05	1	15	Mrs. Ower	P218	Arts	Both	Crochet Club. We will continue to crochet squares to stitch together into blankets and donate to one of our community partners.
Netball	Years 5-9	15:05 - 16:05	10	15	Ms. Crombie	Netball Court	Sports	Both	Have fun and learn skills playing netball through drills and team games.

# TUESDAY

ACTIVITY	YEAR	TIME	MIN No.	MAX No.	TEACHER	VENUE	ACTIVITY GROUPING	GENDER SPECIFIC	ACTIVITY DESCRIPTION
Korean Reading Club	Years 2-6	15:05 - 16:05	2	10	Ms. Jinny Jung	Library	STEAM	Both	"Children will read different types of Korean books and develop their understanding & reading skills."
Mother Tongue Japanese	Years 2 - 6	15:05 - 16:05	4	15	Ms. Brooke-Smith	Library	Languages	Both	Keeping up with mother tongue language by self-study, reading and fun games. Study materials should be prepared by themselves
Junior Choir	Years 4 - 6	12:30 - 13:00	10	un-limited	Ms. Carroll	Music Room	STEAM	Both	Let's start a Primary Choir - do you love singing? Come and join the Primary Choir, choose songs and get the opportunity to perform during the year. Please note: this activity will take place during lunchtimes.

# WEDNESDAY

ACTIVITY	YEAR	TIME	MIN No.	MAX No.	TEACHER	VENUE	ACTIVITY GROUPING	GENDER SPECIFIC	ACTIVITY DESCRIPTION
Early Years Yoga	Year 1	15:05 - 16:05	6	10	Ms. Bea	E106	Sports	Both	Strengthen your body and calm your mind by learning kid-friendly yoga poses!
Junior Drama Club	Year 1	15:05 - 16:05	4	15	Miss. Hunt	New yr 1 classroom TBC	Arts	Both	Drama games and activities based around a story.
Reading Club	Year 1	15:05 - 15:55	8	12	Ms. Catherine	EYFS	STEAM	Both	Come and take time to quietly read your favourite book. Have the chance to talk about what you have read with your friends. Every week we will choose a different place in the EYC to read our books.
Primary Pop Band	Years 2-6	15:05 - 16:05	0	Unlimited	Miss Rea	Band Room	Arts	Both	Have you always wanted to be a popstar? Now is your time! I need pianists, guitarists, ukelele players, percussions, singers, violinists - all instruments! All abilities! If you don't play an instrument yet, that's ok, you can learn with our Primary Pop Band!
Junior Athletics	Years 2-6	15:05 - 16:05	4	16	Mr Vu	Primary Field	Sports	Both	Children will learn and develop a range of athletic disciplines, including: distance running, sprinting, throwing and jumping.
Tennis Club <i>(Paid Activity)</i>	Years 1-6	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.  <b>Please note: Minimum number of children =4/The cost per student term 2 = 1,048,000VND</b>
Middle Drama Club	Years 3-6	15:05 - 16:05	4	20	Miss. Loveday	P303 / Auditorium	Arts	Both	An opportunity to develop drama skills. We will work on voice projection, creating characters and devising a story.
Primary Global Challenge Activities	Years 3-6	15:05 - 16:05	6	20	Ms. Tong	P116	STEAM	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.
Competitive Swimming	Years 3-13	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.
Golf <i>(Paid activity)</i>	Years 3-13	15:05 - 16:05	8	12	Bradley Wright (PGA Pro)	Long Bien Golf Course	Sports	Both	Receive top tuition from a PGA professional, including skills for all abilities, ranging from grip to club swing, or putting to driving.  <b>Please note: Minimum number of students =8. The cost per student term 2 = 3,248,000VND</b>
Code Club	Years 4-6	15:05 - 16:05	6	10	Mr. Driver	ICT Suite	STEAM	Both	Designed to help young people learn Scratch programming by making games and animations. The projects gradually introduce coding concepts to allow young people to build their knowledge incrementally. Run with the help of MIT software and the Scratch website.
Poetry Club	Years 5-6	15:05 - 16:05	4	10	Mrs. Lee	P202	STEAM	Both	Come and learn a range of poetry techniques and explore a variety of poems.
Primary FOBISIA Athletics	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.
Primary FOBISIA Football	Years 5-6	15:05 - 16:05	6	24	Mr. Atkinson	Secondary Field	Sports	Boys	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
Brass Club	Years 5-8	15:05 - 16:05	0	14	Mr. Scott	C323	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.
Garden Club	Years 5-9	15:05 - 16:05	10	20	Mr. Labelle and Mr. Halpin	P224/ Garden	STEAM	Both	Join the Garden Club to learn how things grow! Also learn to care for chickens, advertise garden sales and look awesome in a cool green garden T shirt!
Beginners Running	Years 6-13	15.05-16.05	5	12	Ms. Witton	Vincom Village	Sports	Both	This club aims to build up speed and stamina. Come along with your mental toughness and prepare to challenge yourself each week. The aim is to be running 5km by Easter.
Strategy and Board Games	Years 6-13	15:05 - 16:05	6	20	Mr. Schofield	S316	STEAM	Both	Developing teamwork, communication and logic skills through strategy and puzzle games.
Conversation Club	Parents	15:05 - 16:05	4	25	Ms. Wilson & Ms. Hull	Library	Community	Both	A conversation club for parents to come and practise English at school with a teacher and other members of the school community. We will discuss a range of topics including those related to school and education, and, other areas of interest (current affairs, culture, travel).

# THURSDAY

ACTIVITY	YEAR	TIME	MIN No.	MAX No.	TEACHER	VENUE	ACTIVITY GROUPING	GENDER SPECIFIC	ACTIVITY DESCRIPTION
Gymnastic club <i>(Paid activity)</i>	Year 1	15:05 - 16:05	10	16	GymKraft	EYC Softplay Room	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.  <i>Please note: Minimum number of children =10/ The cost per student in Term 2 = 2,640,000 VND</i>
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.  <i>Please note: Minimum number of children =8/ The cost per student Term 2 = 2,168,000 VND</i>
Film Club	Years 2-6	15:05 - 16:05	6	20	Mr. Callan	P220	STEAM	Both	Do you love watching films? We will be watching films, making predictions about what might happen and having interesting discussions about the plot and characters.
Primary Orchestra	Years 3-6	15:05 - 16:05	4	un-limited	Mr. Scott	C323	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
Intermediate Swimming	Years 3-8	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.