



19 June 2015

RE: ORIENTATION DAY FOR YEAR 7 STUDENTS

Dear Year 7 Parents and Students

I hope that you have enjoyed the transition events at the school in June. These are designed to give Year 6 pupils a good idea of what lessons and life in the Secondary school will be like. In particular, Transition Day was an enjoyable opportunity to experience exciting lessons and explore the environment further.

We aim to make settling in as easy as possible and organise events next term to help support this process. Please find in the enclosed programme information regarding preparation for the new school year, including our orientation day, uniform, buses, lunch cards, Extra-Curricular Activities (ECAs) and school communication. There is an ice-breaking activity for pupils to get to know their form tutors and to welcome those Year 7 students who are joining us at BISS Puxi for the first time. Pupils will be allocated form tutors and **will be placed with the same class that they currently share**, with the addition of those completely new to the school community. We will place a list of each form group in the reception area of the school on Orientation Day.

ORIENTATION DAY: FRIDAY 21 AUGUST

Orientation Day is an opportunity for parents and students to meet their new class teachers, to look around the secondary school, to ask any questions, arrange bus routes, sort out uniform, meet other people – students, parents and staff – and generally get prepared for the start of term on Monday 24 August.

The Orientation Day will be from 9:00am-12:30pm. On arrival you will be given a more detailed programme of the day. If you cannot attend the Orientation Day please let us know and we will try our very best to make other arrangements to see you and make sure that you are ready to start. We are delighted to talk to as many people as possible – that is our aim, but if you need a longer discussion about something specific, it is probably best to make a separate appointment, so we can make sure we have time to talk with you properly. The best person to get in touch with is Ms. Suya Yan, PA to the Head of Secondary. She can be contacted via telephone during the school holiday on 5226 3211 or via email at sy-yan@bisspuxi.com.

Students do not need to wear uniform for Orientation Day – sensible clothes are fine.

SCHOOL UNIFORM

The uniform shop, which is located in the Primary school, is open from Monday 10 August, from 9:00am to 3:30pm. Buying uniform before Orientation Day is highly recommended as it will be very busy on 20 and 21 August!

On the day itself we will be supplying uniform from the primary school sports hall, on the second floor of the primary campus. This allows us to serve lots of people quickly. We will be open between 8:00am and 4:00pm on Thursday 20 August, and again between 8:00am and 4:00pm on Friday 21 August. We highly recommend that you buy black school shoes before you come to China, as they can be quite difficult to source here.



Enclosed with this letter is our outline of uniform required and expectations about appearance; I hope that this is helpful when purchasing clothes and other items. Appearance is more formal in the Secondary setting – this is our way of helping students as they progress into their school careers and prepare for adulthood. It instils pride, gives our students a sense of identity and promotes our ethos of being the best that we can be. Please pay close attention to our expectations in terms of items of jewellery, make-up, hair styles and nail varnish.

SCHOOL BUSES

If you would like to reserve a seat for your son or daughter on one of our school buses, please email us at schoolbus@bisspuxi.com or contact 5226 3211 ext. 1503 as early as possible. We will need to know your local contact details in Shanghai as soon as you know them (such as detailed address, home number and local mobile etc.). Please kindly send the above information by 31 July 2015, if possible, as this will allow us to have timings for buses worked out for the first day of the new term. Our school bus monitor will phone you to discuss pick up and drop off points before the start of term.

LUNCH CARDS

School lunch cards can be purchased in our dining hall on Orientation Day. Pupils are allocated a smart card and parents are asked to credit the card at the start of the term; a minimum start up balance of 500RMB is required. This can be topped up during the school term.

EMAIL SUBSCRIPTION SERVICE

It is very important that you subscribe to our newsletter service, as we use this to send important information during the school year. You can do this by going to our school website and choosing Parent Essentials and then Subscribe. You will then receive a confirmation email – please verify your details to ensure that you receive school news.

We hope that this information helps; we should be able to answer any further questions that you have on Friday 21 August. However, should you require any further assistance before term starts, please feel free to contact Ms. Suya Yan, PA to the Head of Secondary. She can be contacted via telephone during the school holiday on 5226 3211 or via email at sy-yan@bisspuxi.com

We hope you enjoy your upcoming school holidays after a very busy and exciting Year 6 and we look forward to seeing you at the start of the new school year.

With best wishes

Mr Andrew Lancaster
Head of Secondary School