



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

Extracurricular Activities

Secondary (Years 7–13)

**Term 1
2019-2020**



Dear Parents,

Extracurricular Activities (ECAs) in Term 1 will start on **Monday 23rd September 2019**. The activities will run through until **Thursday 5th December 2019**. Extracurricular activities provide a great opportunity for your child to take part in an activity that falls outside the realm of the 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.

Students 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 in the brochure. Information on paid activities can also be found within the brochure. The sign up process tries 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.

Mr. Edward Westropp
ECA Programme Coordinator

Application guidelines:

- All activities (free and paid) need to be selected online via **CHQ**.
- You will be able to register your child for 1 activity during ‘**sign-up period 1**’, which will be from **Thursday 29th August at 9.00am 2019 until Friday 30th August 2019 at 5.00pm**. You will be able to make multiple choices but at this stage you will only be accepted a place on one activity. You will then be able to register your child for another activity if you wish to do so during ‘**sign up period 2**’ which will be from **Saturday 31st August 2019 at 9.00am until Sunday 1st September 2019 at 5.00pm**. 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 **Monday 2nd September 2019 at 9.00am until Tuesday 3rd September at 5.00pm**.
- After **Tuesday 3rd September 2019 at 5.00pm**, students who have signed up for an activity must commit to it for the whole of the 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 transferring money to the school as soon as the child’s activity is confirmed. Below are the BIS bank account details:

Bank name:	HSBC VIETNAM – HO CHI MINH BRANCH		
Bank address:	The Metropolitan, 235 Dong Khoi Street, District 1, HCMC, Vietnam.		
Account name:	BIS HA NOI		
Account No.VND:	091-255505-002	Account No.USD:	091-255505-102
SWIFT Code:	HSBCNVX	Bank code:	79617001

Please include in the transfer instructions “Name of ECA” and your child’s name and class.

- 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 1, by selecting a paid activity and paying the associated fees, you are agreeing to the school’s liability waiver and agree to pay the required fee. **Payments need to be made by Friday 13th September 2019**, 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.

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

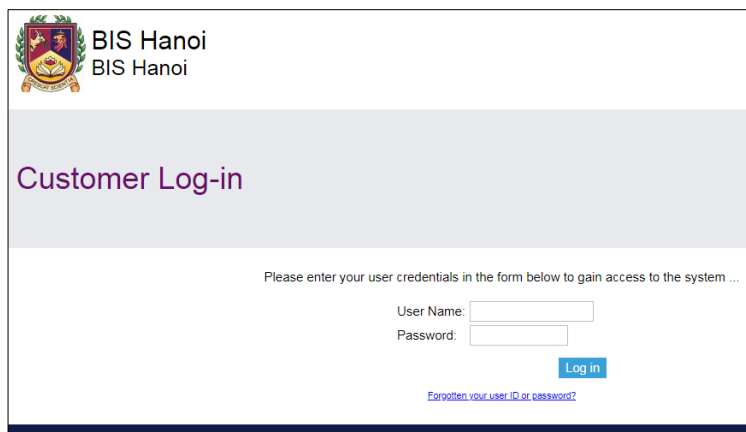
Log on using your child's school User name and Password. If your child is in the Primary school, their Password will be their Date of Birth, in the format DDMMYYYY. If your child is in the Secondary school, their password will be 'password' or their own personal password.

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 (2019-2020 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 **Tuesday 3rd September 2019** you should be able to see your activities by scrolling through to Monday 23rd September 2019 (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 NAME	YEAR GROUPS	TIME	MIN No.	MAX No.	TEACHER	Location	ACTIVITY DESCRIPTION
Advanced/Competitive Swimming	Year 05- Year 13	15:05 – 16:05	5	24	Ms Henney	Swimming Pool	Swimming for those who wish to refine the technical and physical aspects of multiple strokes as well as improve fitness and endurance in order to perform at a competitive level. To join this ECA you MUST be able to confidently swim 100m in ALL strokes.
Community Arts	Year 07- Year 13	15:05 – 16:05	10	20	Ms Goppert	S108	Creating the set design for this year's musical.
Fencing (Paid activity)	Year 04- Year 13	15:05 – 16:05	6	12	Mr Yong Hi Kim	Auditorium	The fencing club can help you to build strength and endurance. The students can learn basic skills, full of physical exercise for fencing. Each fencing session is a full-body workout. Also it is both a physical and mental sport and it is extremely stress reducing. Please join and have fun! Please note: Minimum number of children: 6 Total cost per student: 3,024,000 VND
Gymnastic club (Paid activity)	Year 02- Year 08	15:05 – 16:05	10	16	GymKraft	Sports Hall	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 = 2,970,000 VND
HIIT	Year 06- Year 13	15:05 – 16:05	4	20	Ms Evans	Fitness Room	Students will take part in high-intensity interval training to improve their full body fitness.
Homework club	Year 07- Year 09	15:05 – 16:05	2	30	Mr Trett	C313	Homework support session for any student in KS3.
Horrible Histories Club	Year 06- Year 09	15:05 – 16:05	4	10	Ms Black	S307	A club designed to show you the funniest, yuckiest and most gruesome bits of history in one bestselling series. Each week we will watch an episode on an area of choice, discuss the historical facts and complete a different activity. Travel back in time and experience history in all its gory glory...

Humanities Academic Competitions	Year 10- Year 13	15:05 – 16:05	2	10	Ms Barnard	S316	Academic competitions with essays, photography, investigations, report writing for world leading universities and professional bodies such as The Royal Geographical Society, London.
Italian cookery club	Year 08- Year 13	15:05 – 16:05	5	10	Ms Davis	KS3 kitchen	Learning how to make classic Italian dishes.
Mindfulness	Year 07- Year 13	15:05 – 16:05	4	15	Ms Lozano	C306	Mindfulness is the practice of bringing one's attention to the present moment, experiencing and observing our thoughts and feelings without judging them. In these sessions we will be doing meditation and learning strategies to cope with stress.
Model United Nations	Year 07- Year 13	15:05 – 16:05	10	28	Ms Price	S206	Model United Nations (MUN) is a simulation of the United Nations. The students work on researching and exploring solutions to some of the world's most challenging problems. The skills they develop include: research, public speaking and develop a greater understanding of global politics.
Presentation and Public Speaking Skills	Year 07- Year 13	15:05 – 16:05	4	12	Mr Wheeler	S202	This ECA will give the students the chance to develop and practice the skills needed to give an effective oral presentation. There will be a focus on presentation structure, using visual aids, body language and signposting language in addition to other functional vocabulary and language tips and tricks.
Stock Market	Year 09- Year 13	15:05 – 16:05	2	20	Mr Graham	S308	Exploring technical and fundamental analysis of stocks using an interactive investment platform.
Table tennis	Year 04- Year 13	15:05 – 16:05	4	20	Mr Callan	Sports hall	Children will learn the rules of playing table tennis and play against one another.
Upcycling	Year 05- Year 13	15:05 – 16:05	10	20	Ms Fitzpatrick, Ms Miller	S108	Join us to upcycle old uniform into new items to sell at the International Fair
Varsity Basketball (Parents need to arrange for transportation)	Year 11- Year 13	15:05 - 17:00	8	16	Mr Webb	Hard Courts	Training for the Hanoi Athletic Conference fixtures and tournament.
World Scholar's Cup	Year 07- Year 09	15:05 – 16:05	4	10	Ms Wilson	S214	For those students who want to take part in this international competition of debate, curriculum learning and essay writing! Students learn about a variety of academic and global topics, which are then tested through debates, essays and attendance at national and international World Scholar events. Sign up if you think you can argue your way to the top of the world!

Yoga	Year 09- Year 13	15:05 – 16:05	4	16	Ms Peters	Chillout Chamber	Yoga and relaxation session for those who wish to find relaxation, build up strength or simply switch off their minds.
Secondary Production (Monday AND Thursday)	Year 07- Year13	15:05 – 16:05	10	100	Ms Loveday	P303, P302, Auditoriu m	Rehearsals for this year's secondary production. You must have taken part in auditions to sign up for this ECA. Please note this begins 9th September.
Production Orchestra (Monday AND Thursday)	Year 07- Year13	15:05 – 16:05	10	100	Mr Scott	Auditoriu m/C323	Senior Orchestra for the school show.

TUESDAY

ACTIVITY NAME	YEAR GROUPS	TIME	MIN No.	MAX No.	TEACHER	Location	ACTIVITY DESCRIPTION
SSA Basketball Junior (paid activity) (Parents need to arrange for transportation)	Year 05- Year 08	15:30- 17:00	6	15	SSA	Sport halls	Primary & Secondary students who would like to get basketball coaching with VBA approved coaches and players The cost per student in Term 1 = 2,430,000 VND

WEDNESDAY

ACTIVITY NAME	YEAR GROUPS	TIME	MIN No.	MAX No.	TEACHER	Location	ACTIVITY DESCRIPTION
Art club for beginner	Year 05- Year 08	15:05- 16:05	2	12	Ms Dung Hoang Thanh, Ms Trang Nguyen	P326	If you want to draw and paint a beautiful painting but you have no idea how to do it, this club is for you. You will learn how to draw and use many different art materials to create your own masterpiece.
Baking club	Year 07- Year 09	15:05- 16:05	8	16	Ms Hai Nguyen	Student's kitchen S210	An opportunity for students to work together and develop their own skills in baking.
Creative Writing	Year 07- Year 09	15:05- 16:05	5	15	Mr Grace	S205	Whether you are a keen writer or have never written anything previously, this ECA will introduce you to a variety of creative methods to inspire you to write a wide variety of texts. We will focus on reading short stories with the view to entering our own short stories into writing competitions in the UK.
Cross Stitch Club	Year 05- Year 08	15:05- 16:05	6	12	Ms Hong, Ms Trang Chu	Class 3B - P202	This activity is great for the students' minds and keeping their hands and fingers flexible. Students can create their own sewing of their favorite patterns on coloured fabric using needle and thread, then that can be used as bookmarks or put in frames for decorations or gifts.
Crossword Club	Year 07- Year 09	15:05- 16:05	4	15	Mr Young	S219	Students will learn how to solve crosswords, developing their English language skills and understanding of synonyms. We will also look are creating our own crosswords.
Dungeons and Dragons	Year 07- Year 13	15:05- 16:05	4	14	Mr Westropp	C320	Dungeons & Dragons is a fantasy tabletop role-playing game. Students will devise their own characters and use their imaginations to work with each other to solve mythical problems.
Gardening BIS Coop ECA	Year 06- Year 09	15:05- 16:05	6	12	Mr Loft	C212	Taking part in the Gardening and BIS Coop ECA means you will be growing and harvesting vegetables from our garden, helping to look after our chickens and enjoying team work outdoors.
Geographical Debating Club	Year 10- Year 13	15:05- 16:05	4	20	Mr O'Callagan	S314	Students will discuss controversial current and future geographical issues that shape our modern world. Pupils will be expected to bring laptops for preliminary research into the issues presented and to prepare persuasive arguments for their chosen side of the debate.
Golf Academy (Paid activity)	Year 03- Year 13	15:05- 16:05	8	15	Ms Stevenson	Long Bien Golf Course	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 = 3,960,000VND

iGCSE and IB Art Studio	Year 11- Year 13	15:05- 16:05	1	20	Ms Goppert, Ms Miller	S106	IGCSE and IB Students will have an opportunity to build up their body of work by taking these extra workshops in Term 1.
Japanese Calligraphy art (For Japanese students only)	Year 02- Year 12	15:05- 16:05	3	8	Mrs Miki	Primary Science Room C127	Calligraphy art a traditional art originally from China. Generally, we use brush and ink to write characters. Japanese learn basic calligraphy at elementary school. Students should have syodou kits.
Junior Orchestra	Year 03- Year 09	15:05- 16:05	4	50	Mr Scott	C323	Orchestra for less advanced players
Learning basic Korean	Year 09- Year 13	15:05- 16:05	5	10	Ms Unju Song	S321	Any secondary school students who want to learn basic Korean and Korean culture can join us.
Martial Arts	Year 05- Year 13	15:05- 16:05	5	15	Mr Roe	Upstairs Balcony (Sports Hall)	An opportunity for students to practice self-defence techniques, get fit and learn about local culture.
Silver Crest Awards	Year 07- Year 13	15:05- 16:05	4	16	Mr Forsythe	C209	CREST awards is a challenging international STEM project recognised by the British Science Association. This is a one-year duration project that will be entered at the end of this school year to the UK (where it will be judged). If the entry fulfills the requirements, an award will be rewarded. This award is proven to help in UCAS applications, college CVs, and science grade improvements!! (Recommended for students interested in science / STEM or still thinking about their future). Students need to bring VND520,000 for entry into the competition. They will be informed in the first session when they need to pay this.
Scrabble Club	Year 05- Year 08	15:05- 16:05	6	16	Ms Hull	Library	Build spelling, vocabulary and social skill, all while enjoying some friendly competition in Scrabble Club.
Singer-Songwriting Club	Year 07- Year 13	15:05- 16:05	4	16	Mr Yardley	Music Room and Practice rooms	A music club for students to prepare for acoustic performances of covers and to eventually write their own songs. At least some basic ability to play an instrument or sing is needed, as is a willing to perform and get involved.
Teaching English to BIS staff	Year 12	15:05- 16:05	4	16	Mr Tchakov	S208	Excellent CAS activity. Term one - teaching theory and practice. Terms 2-3 teaching staff. Students MUST commit for the full School year to count as CAS experience.

THURSDAY

ACTIVITY NAME	YEAR GROUPS	TIME	MIN No.	MAX No.	TEACHER	Location	ACTIVITY DESCRIPTION
BIS Dance Company	Year 06- Year 13	15:05- 16:05	5	5	Ms Bevan	C302	For all dance enthusiasts! Any age. Any style. Improve your dance technique, learn choreography skills and build dynamic performances for performing arts events. Keen beginners welcome.
BISCON Enterprise	Year 07- Year 13	15:05- 16:05	5	20	Mr Croft	S105	Students in KS3 who are interested in learning more about Business, Economics and Enterprise. Students in KS4 and KS5 who are currently studying Business and Economics and would like to develop their leadership skills in this subject area. BISCON ECA will provide students with opportunities to develop and support whole school Business Enterprise activities.
College Essay Writing*	Year 13	15:05- 16:05	8	-	Ms Price	S206	Students in year 13 applying to university in the USA will be approached to join this ECA.
Core IB Support	Year 12, Year 13	15:05- 16:05	-	50	Ms Graham	library	Students can choose to drop in to receive additional support on CAS/EE/TOK. Students may also be invited to attend to catch up on any incomplete work.
Japanese Beginners	Year 07- Year 13	15:05- 16:05		20	Ms Kaori	C216	CAS Activity - Join us for the Japanese ECA to get some basic conversation skills. Parents are also welcome to join.
Newsletter Translation into Korean	Year 12, Year 13	15:05- 16:05	4	10	Ms Seyoung An	C319	CAS Activity - service and creativity: Students will translate an important news article from school newsletter into Korean so that Korean community can get updated news on a regular basis.
Production Orchestra (Monday AND Thursday)	Year 07- Year 13	15:05- 16:05	-	-	Mr Scott	Auditorium/C 323	Senior Orchestra for the school show.
Robotics	Year 07- Year 13	15:05- 16:05	5	10	Mr Toner, Mr Duckett	Makerspace	Using robotics, Micro:bits, 3D printers, electronic circuitry to create many fun projects. You bring the ideas, we offer the expertise to make them reality. Time to get creative!
Running club	Year 07- Year 13	15:05- 16:05	4	12	Mr Dempsey	School Grounds	Develop your fitness through weekly running and see how your stamina increases throughout the term.
Secondary Production (Monday AND Thursday)	Year 07- Year 13	15:05- 16:05		-	Ms Howarth	Auditorium	Rehearsals for this year's secondary production. You must have taken part in auditions to sign up for this ECA. Please note this begins 9th September.
Secondary Production Lighting/Sound	Year 07- Year 13	15:05- 16:05	2	6	Mr Casey	Auditorium	A club where you will learn to control the lighting system in the auditorium and support the performing arts

							faculty to produce the secondary production with lighting and sound.
Tennis Club (Paid Activity)	Year 07- Year 09	15:05- 16:05	3	5	Mr Thuong	Hardcourt	Students will discover and develop basic tennis strokes such as forehand and backhand ground strokes, volleys and serves. Please note: Minimum number of children =4/The cost per student in Term 1 = 1,179,000VND.
Tet assembly preparing	Year 07- Year 12	15:05- 16:05		20	Ms Phuong Pham	S303, S304	Students will practice some performances for Tet Assembly.
The Future	Year 07- Year 10	15:05- 16:05	4	20	Mr Prior	S107	A chance to research and discuss emerging technologies. Each student will be asked to research and then present a significant technological advancement that they believe will be shape the world in the coming decades. Students need to bring their laptop and be prepared to explain the one new technology they have chosen at the end of each session.

The following activities WILL NOT BE OPEN FOR SIGN UP. They are however being include here so that parents are aware of some of the other ECAs that are available to students. If you are interested in your child taking part in these ECAs then please ask your child to speak to the teachers that are leading the activities.

Monday

Activities	Year Group	Time	Teacher	Description
JV Girls Volleyball Team	Year 10-12	15:05-17:00	Ms Fairbairn	Volleyball practice and fixtures for girls in Y10-10
Junior Varsity Boys Volleyball	Year 10, Year 11	16:00-17:00	Mr Petricca	Volleyball practice and fixtures for boys in Y10-11
Secondary Production	Year 07- 13	15:05-17:00	Ms Loveday	Rehearsals for this year's secondary production. You must have taken part in auditions to sign up for this ECA. Please note this begins 9th September.
Varsity/JV Boys Volleyball	Year 10-13	15:05-17:00	Mr Vu Nguyen	HAC Volleyball Team
Production Orchestra	Year 07- 13	15:05-17:00	Mr Scott	Senior Orchestra for the school show.
English language lunch club	Year 11-13	12:30-13:15	Ms Davis	Come and practice your English language speaking skills over lunch - great preparation for oral exams.

Tuesday

Activities	Year Group	Time	Teacher	Description
U15 FOBISIA	Year 09-11	15:05-17:00	Ms Petricca	Preparation for the U15 Fobisia games in Phuket on November 19th
Senior Choir	Year 07-13	12:30-13:25	Ms Howarth	Singing is being prescribed to people to make them forget their worries and feel good about themselves. Need that in your day? Join the choir!
JV Girls Volleyball Team	Year 10-12	15:05-17:00	Ms Fairbairn	Volleyball practice and fixtures for girls in Y10-10

Wednesday

Activities	Year Group	Time	Teacher	Description
Middle School Girls Basketball	Year 7-9	16:00-17:00	Ms Petricca	HAC Basketball Team
Flute Choir	Year 04-Year 13	12:50-13:25	Ms Howarth	For anyone who has played the flute for 1 year or more
Open Dance Studio	Year 02-Year 13	12:50-13:25	Ms Bevan	Come and use the dance studio to learn and practise your own routines as soloists or in small groups. Miss Bevan will be here to give you tips and ideas.
DOE International Award Bronze	Year 10	15:05-17:00	Mr Airdrie	The World's best Leadership Training Programme. Over 8 million participants aged 14-24 from 140 different countries and nationalities. Participants explore their own strengths in Skills, Physical activities and Service as well and exploring Vietnam in two adventurous journeys. Participants are taught how to look after themselves in the countryside, cook, put up tents, first aid and navigation skills, before putting these into practice. "The World's best Leadership Training Programme. Cost: TBC approximately 11,000,000 vnd SIGN UP WILL BE IN SCHOOL

DOE International Award Silver	Year 11-13	15:05-17:00	Mr Airdrie	"The World's best Leadership Training Programme. Over 8 million participants aged 14-24 from 140 different countries and nationalities. Participants explore their own strengths in Skills, Physical activities and Service as well and exploring Vietnam in two adventurous journeys. Participants are taught how to look after themselves in the countryside, cook, put up tents, first aid and navigation skills, before putting these into practice. As the sessions finish after the school bus has left, participants will need to arrange their own transport home after the ECA. Cost: TBC approximately 16,000,000 vnd. SIGN UP WILL BE IN SCHOOL
DOE International Award Gold	Year 12-13	15:05-17:00	Mr Airdrie	The World's best Leadership Training Programme. Over 8 million participants aged 14-24 from 140 different countries and nationalities. Participants explore their own strengths in Skills, Physical activities and Service as well and exploring Vietnam and South Korea in two adventurous journeys. Gold Standard is the ultimate level of the International Award and holders of the Gold Award are held in high esteem. As the sessions finish after the school bus has left, participants will need to arrange their own transport home after the ECA. SIGN UP IS BY INVITATION ONLY. Cost: TBC approximately 70,000,000 vnd.

Thursday

Activities	Year Group	Time	Teacher	Description
Eco Schools (secondary)	Year 7-13	12:35-13:25	Ms Greenwood	Work towards a more sustainable BIS. Have a say in the environmental management policies of the school. Help the school achieve a Green Flag award. Develop skills in collaboration, teamwork, management and communication. Some of the group will form the Eco Committee that will meet half-termly.
Year 6 & 7 Morning Swimming	Year 06, Year 07	07:30-08:30	Ms Petricca, Mr Petricca	An opportunity to develop and refine swimming technique before school starts in the morning.

Friday

Activities	Year Group	Time	Teacher	Description
Senior Brass Group	Year 7-13	12:50-13:25	Mr Scott	Brass Band welcoming anyone who plays a brass instrument.
Years 8, 9 & 10 Morning Swimming	Year 8-10	7:30-8:15	Ms Petricca	An ECA looking at improving your swimming technique, diving skills and speed over the four different swimming strokes.
JV Girls Volleyball Team	Year 10-12	15:05-17:00	Ms Fairbairn	Volleyball practice and fixtures for girls in Y10-10
Junior Varsity Boys Volleyball	Year 10,11	15:05-16:05	Mr Petricca	Volleyball practice and fixtures for boys in Y10-11