



**BRITISH  
INTERNATIONAL  
SCHOOL**

HANOI

A NORD ANGLIA EDUCATION SCHOOL



# Extracurricular Activities in Secondary (Years 7–12)

Term 3 / 2017 - 2018



Dear Parents

Extracurricular Activities (ECAs) in Term 2 will start on **Monday, 14th May 2018**. The activities will run through until **Thursday, 21st June 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 7-12 (excluding Year 11) will be asked to make choices from the list of activities below. Children in Years 7-12 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, 9th April at 9.00am 2018 until Tuesday 10th April 2018 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, 11th April 2018 at 9.00am until Thursday 12th April 2018 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, 13th April 2018 at 9.00am until 4.00pm**.
- After **Friday 13th April 2018 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.
- 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 20th April 2018**, 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.

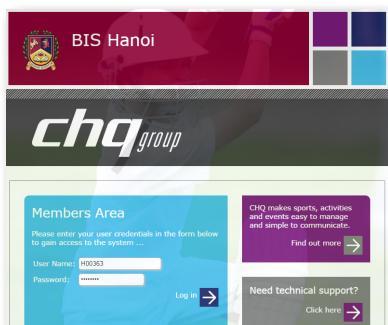
Please follow the instructions below to log on and select your desired activities.

### 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 3)**.

**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 16th April 2018 you should be able to see your activities by scrolling through to Monday 14th May 2018 (start of Term 3 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
Recreational Football	Years 6-9	15:05 - 16:05	14	45	Mrs Wild	Secondary Field	Sports	Both	Recreational football league - game play only. This ECA is suitable to those who have played for the school this year and want to continue playing during 'off' season and for those who haven't played before but are interested in doing so next year.
IGCSE Practical Support	Year 10 IGCSE Students (plus Y 9's)	16.15 - 17.15	N/A	N/A	Mrs Wild	Sports Hall & Secondary Field	Sports	Both	This session is aimed at those in Year 10 currently studying IGCSE PE and those in Year 9 who intend to study this course next year. Independent training and 1:1 coaching will be provided in your key sports in order to achieve high practical grades for the IGCSE.
Competitive Girls Volleyball	Years 10-13	15:05 - 16:05	5	20	Ms Fairbairn	Sports Hall	Sports	Girls	This session is invitation only for Varsity and Junior Varsity squad members and will prepare students for the new season in August.
Secondary Orchestra	Years 7-13	15:05 - 16:05	10	N/A	Mr Scott	Band Room	Performing Arts	Both	After the stunning Beauty and the Beast, secondary orchestra returns to learn some exciting new pieces from all corners of the orchestral repertoire and beyond! Open to all players of orchestral instruments who are currently in the Secondary School - all abilities welcome!
Spanish Conversation	Years 9-13	15:05 - 16:05	3	10	L Rojas	S310	STEAM	Both	Students who are already doing Spanish or have done some Spanish before and want to practice the language.
Trampolining	Years 5-8	15:05 - 16:05	4	8	Miss Upton	Sports Hall	Sports	Both	Trampolining beginners looking to advanced their skills. Enjoy learning a variety of different trampoline based skills and sequence the skills into a simple routine.
CAS: Teaching English to BIS staff	Year 12	15:05 - 16:05	4	16	M Tchakov	S208	Leadership and Service	Both	CAS - must have attended the ECA in term 2
Mindfulness	Years 4-8	15:05 - 16:05	5	20	Mr Wild and Ms Ha	Chill Out Chamber	STEAM	Both	Mindfulness is the practice of being kind to yourself. Learning how to tune into our minds and bodies in order to stay in the present moment with a curious kindness. Benefits to Mindfulness practice include, a greater appreciation of yourself and the world around you, the ability to develop resilience when things go wrong and an understanding that we do not need to be controlled by our emotions, but can choose to control them. Be kind to yourself and come along.
Beginners Pilates and Yoga	Years 7-12	15:05 - 16:05	2	12	Mrs Lovatt	Gym	Sports	Both	A relaxing and calming way to tone up and strengthen your muscles as well as improving your flexibility, all without sweating!
Baking	Years 7-12	15:05 - 16:05	10	15	Ms Hai Nguyen	Student Kitchen	STEAM	Both	Baking is not only fun and relax but also a productive form of self-expression and communication!
Maths Challenge	Years 7-9	15:05 - 16:05	2	24	Jennifer AuCoin	S102	STEAM	Both	This activity is for students who enjoy mathematical puzzles and challenges. Ideal preparation for those who are interested in attending next year's FOBISIA Secondary Maths Competition.
Celebrating the arts at BIS' website	Years 10-13	15:05 - 16:05	4	10	Ms Wilson	S214	STEAM	Both	Celebrating or things Literature and Art related in the development of school based website
Crochet Club	Years 5 - 9	15:05 - 16:05	4	14	Mrs Ower	P218	STEAM	Both	Crochet Club - Beginners will learn to crochet a classic granny square. Those with more experience will learn more complicated patterns. All our squares will be stitched together to make blankets for one of our community partners.
Community Arts	Years 7-12	15:05 - 16:05	4	N/A	Miss Goppert	C111	STEAM	Both	Community Arts strives to improve our school's surroundings by creating various Artworks for both inside and outside the school. In Term 1 we created the set for the secondary production and in term 2, we spray painted the outside of the chicken coop. Our project in term 3 will involve creating an Artwork for the library

# MONDAY

ACTIVITY	YEAR	TIME	MIN No.	MAX No.	TEACHER	VENUE	ACTIVITY GROUPING	GENDER SPECIFIC	ACTIVITY DESCRIPTION
Student Mentor Team	Year 7 - 9	15:05 - 16:05	5	20	Mr Trett and Miss Stevenson	C121	Leadership and Service	Both	This activity is an exciting opportunity to receive leadership and mentor training for any students in year 7 and 8. The Student Mentor Team will provide support and guidance to other students, help new students settle in and be responsible for designing and running a dedicated mentoring room.
Discover French	Years 7-13	15:05 - 16:05	5	20	Ms Ajenjo	S. 320	Languages	Both	To practice or discover French language and culture
Real Life English	Years 7-10 and 11PIB	15:05 - 16:05	10	16	Ms Mackay	S202	Academic	Boys	We practice our English speaking skills for everyday life at school.
Bushcraft and Outdoor Skills Club	Years 5-8	15:05 - 16:05	6	20	Mr Carroll	School Garden	Leadership and Service	Boys	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.
100 words club	Years 5-8	15:05 - 16:05	4	16	Ms Hull	Library	Academic	Both	Do you love creative writing? Join a community of schools around the world writing and commenting weekly! Each week students around the world write 100 words on different prompt - it could be a picture, it could be a question. Then we will upload our writing and look at what other students in other countries have done. Winning schools get to be a part of the 100 word challenge online showcase.
Gymnastic club (Paid activity)	Years 2-8	15:05 - 16:05	10	16	GymKraft	Sports 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 3 = 1,980,000 VND</b>
Robotics Club	Years 4-10	15:05 - 16:05	8	12	Mr Toner	C123	STEAM	Both	Robotics with Mr Toner. COme and build and programme drones, rasperry pis, lego mindstorms and pi3 robots
Running Club	Years 6-13	15:05 - 16:05	4	12	Mr Witton	Sports Hall	Sports	Both	Improve stamina and fitness while running.. Students should be able to run 5km without stopping.

# TUESDAY

ACTIVITY	YEAR	TIME	MIN No.	MAX No.	TEACHER	VENUE	ACTIVITY GROUPING	GENDER SPECIFIC	ACTIVITY DESCRIPTION
Mother Tongue Japanese	Years 2-13	15:05 - 16:05	2	10	Mrs. Kaori Brooke-Smith	Library	Academic	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
Conversation Club (Sign up by emailing to Primary/Secondary Office)	WARNING: Not defined!	15:05 - 16:05	4	25	Ms Willson	Library	Leadership and Service	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).

# WEDNESDAY

ACTIVITY	YEAR	TIME	MIN No.	MAX No.	TEACHER	VENUE	ACTIVITY GROUPING	GENDER SPECIFIC	ACTIVITY DESCRIPTION
3v3 Basketball	Years 7-13	15:05 - 16:05	12	42	Mr Langford	Sports Hall	Sports	Both	3V3 Basketball will provide opportunities for students to develop gameplay and move beyond the basic fundamentals of basketball. Students will begin to exploit space with great effectiveness!
Brass Band	Invite Only	15:05 - 16:05	4	N/A	Mr Scott	C323	Performing Arts	Both	Brass club returns with some exciting new music and even more shiny new instruments. All current and new brass players welcome - let's have a blast!
Girls Tech Club	Years 4-8	15:05 - 16:05	4	20	Mr Allison & Ms Hendry	C123	STEAM	Girls	We will be using 3D Printing, robots and other tech tools to create and make things.
Competitive Swimming	Years 5 - 13	15:05 - 16:05	6	24	Mrs Wild	Pool	Sports	Both	Competitive Swimming for those who wish to represent BIS in competitions. To join this ECA you must be able to confidently swim 100m in a range of strokes.
Weather-Tech Team	Year 7-13	15:05 - 16:05	2	10	Jim Schofield & James Forster	S314	STEAM	Both	"We need some budding Geographers (Secondary) who are excited about weather and digital learning, to help us to choose the best place in our school and set-up this digital kit. This will allow us to accurately measure weather in the local area and create our own webpage to share this information with our wider school community, using the website <a href="https://www.wunderground.com/">https://www.wunderground.com/</a> . If you are interested in being part of the team, and developing your Digital Capability and Critical Thinking / Action Taking skills, please sign up"
Pitch Perfect meets Karaoke plus Glee	Years 7-13	15:05 - 16:05	2	n/a	Jennifer 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.
Secondary Recycling Club	Years 7-13	15:05 - 16:05	4	15	Ms Orchard	C211	STEAM	Both	To learn about the importance of recycling and how we want to improve and implement these in school
Handmade Club	Years 7-11	15:05 - 16:05	6	12	Ms Hong Tran	S219	Arts	Both	Children will learn how to make some lovely handmade items and be happy with their more and more skillful hands.
Japanese Calligraphy art	Years 2-13	15:05 - 16:05	3	15	Mrs. Miki Funayama	Request: Art Room due to the usage of chacoal ink	STEAM	Both	Calligraphy art is one of traditional art originally from China. Generally, we use brush and ink to write characters. Japanese learn basic calligraphy at elementary school. Students who don't have syodou kits, teacher will order from Japan which will cost 600,000 VND.
Card Game Club	Years 7-11	15:05 - 16:05	4	24	Mr Russell	S103	STEAM	Both	Have fun playing the card games that you love such as Ti�n, T�n, Rummy and Trumps or learn to play some classics such as Hearts and Spades. Whatever type of game you prefer, there will be an opportunity to play it at Card Game Club.
Cooking ECA	Years 9 and 10	15:05 - 16:30	6	8	Ms Mackay	student kitchen	STEAM	Both	Are you the next Gordon Ramsay? Hopefully not... We always have fun and learn new skills in a friendly environment. Everybody is welcome, all skill levels. Our menu comes from around the world. If you join us on our world food tour, you choose where you want to taste next!
Running and Running Fitness	Years 7-13	15:05 - 16:05	5	24	Mr Dean	Meet by the Secondary Pitch	Sports	Both	This club is for keen runners or athletes who want to develop their fitness. You should be able to run 3km non stop already.
Model United Nation	Years 7-13	15:05 - 16:05	8	30	Ms. Price and Mr. Kelly	S206	Leadership and Service	Both	Model United Nations (MUN) is a United Nations (UN) simulation which gives students the opportunity to research, present and debate on some of the world's most challenging problems.
Board & Card Games	Years 6 - 13	15:05 - 16:05	4	16	Mr Agass	S318	Academic	Both	Learn new board games and make new friends
Golf (Paid activity)	Years 3-13	15:05 - 16:05	8	15	Mr Bradley	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 in Term 3 = 2,436,000VND</b>
Sci-fi Film Club	Years 7-13	15:05 - 16:05	6	20	Mrs Vaughan	Theatre	STEAM	Both	Sci-Fi Film club, an opportunity to watch Sci-Fi's great movies.
Global Goals UNICEF	Years 7-13	15:05 - 16:05	4	12	Mr. Duckett	Library	Leadership and Service	Both	Students will make contributions to the sustainable development initiatives designed by our team of students travelling to New York. This is an excellent way to learn about thoughtful, well structured charity events designed to have the most impact possible. The task we undertake will be related to the global goals.
Garden Club	Years 4-8	15:05-16:05	10	24	Mr. Kev & Mr. Labelle	P224/ Garden	Garden	Both	Do you enjoy Nature? Curious about how plants grow? Want to learn more about the meaning of 'organic' and 'sustainability'? Join us in our green garden! The more you KNOW, the more you GROW!

# THURSDAY

ACTIVITY	YEAR	TIME	MIN No.	MAX No.	TEACHER	VENUE	ACTIVITY GROUPING	GENDER SPECIFIC	ACTIVITY DESCRIPTION
Intermediate Swimming	Years 3-8	15:05 - 16:05	4	20	Ms Willson	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.
Recreational Table Tennis	Years 7-13	15:05 - 16:05	2	16	Mr Langford	Sports Hall Gallery	Sports	Both	Primary Table Tennis will offer a range of fundamental Table Tennis skills, from push shots to drives!
HAC MS Volleyball	Years 7-13	15:05 - 16:05	6	20	Mr Vu	Sports Hall	Sports	Both	This ECA will consist of training for the HAC MS Volleyball teams. Focusing on converting fundamental volleyball skills into attacking and defending tactics.
HAC JV and V Boys Volleyball	Years 10-13	16:15 - 17:15	6	20	Mr Vu	Sports Hall	Sports	Boys	This ECA will consist of training for the HAC JV and V Volleyball teams. Focusing on converting fundamental volleyball skills into attacking and defending tactics.
Parent and Admin Staff Choir	All parents	15:05 - 16:05	8	No	Miss Rea	C321	Performing Arts	Both	Our first BIS parent & staff community choir! All parents, male and female, are welcome (and encouraged!) to join. We will learn some singing techniques, a range of songs, but most importantly - share the joy of singing! All abilities welcome, no experience is just as valuable as lots of experience!
EAL additional support	Years 7-13	15:05 - 16:05	6	16	Tchakov	S208	STEAM	Both	Invite only - for students not receiving EAL support in lessons
Green club	Years 7-13	15:05 - 16:05	4	15	Ms Bradford	C212	Leadership and Service	Both	Help to plan and deliver a Green Campaign in school culminating in Green Week activities and assembly in June. Hopefully we will link up with Mr. Kev Halpin and a local charity.
Woodwork	Years 7-13	15:05 - 16:05	4	14	Mr Lovatt	C209	STEAM	Both	Learn how to use tools like saws, hammers and knives to make amazing creations from wood!
Tennis Club (Paid activity)	Years 7-9	15:05 - 16:05	4	10	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 in Term 3 = 786,000VND (Approx.)</b>
Netball	Years 6-8	15:05 - 16:05	10	15	Ms Crombie	Netball Court	Sports	Both	An opportunity to learn the skills of netball and play fun, social games.
Secondary Drama Club	Years 7-12	15:05 - 16:05	4	N/A	Miss Loveday	P303	Performing Arts	Both	Continuing on from Term 2, Secondary Drama are preparing for a performance on Wednesday 20th June at 6 pm. This ECA is only open to existing members, however, everybody is welcome to come and watch the show.
KOTO ECA	Year 12	15:15 - 17:30	8	12	Mr Toner	KOTO	Leadership and Service	Both	CAS KOTO Service project. See Mr Toner for info
Photography	Years 7-10	15:05 - 16:05	2	10	Mr Harrison	C115/ Darkroom	Art	Mixed	Join this ECA if you have a keen interest in any aspect of Photography. Learn how to use both digital and analogue cameras and pick up some skills using the darkroom, studio lighting and Adobe Photoshop. This ECA will include a small amount of photography homework and the opportunity to begin your own digital photography portfolio.
Word Games Club	Years 5-13	15:05 - 16:05	4	20	Mr Minchin	S319	STEAM	Both	Word Games are fun, relaxing and they build your vocabulary and confidence. If you'd like to learn how to play some traditional English word games such as Scrabble, Bananagrams, Tell Me and Boggle (as well as make some new friends) then come along. This activity is designed to be both highly educational and, of course, highly addictive!
Frisbee	Year 7-13	15:05 - 16:05	9	20	Mr Westropp	Primary field	Sports	Both	Working on skills - both freestyle and match play. Deploying the skills in a game situation.
Varsity Boys Basketball	Years 10-12	15:15-16:30	6	14	Mr Webb	Sports Hall	Sports	BOYS	Junior Varsity and Varsity Basketball training for the 2018/19 season

