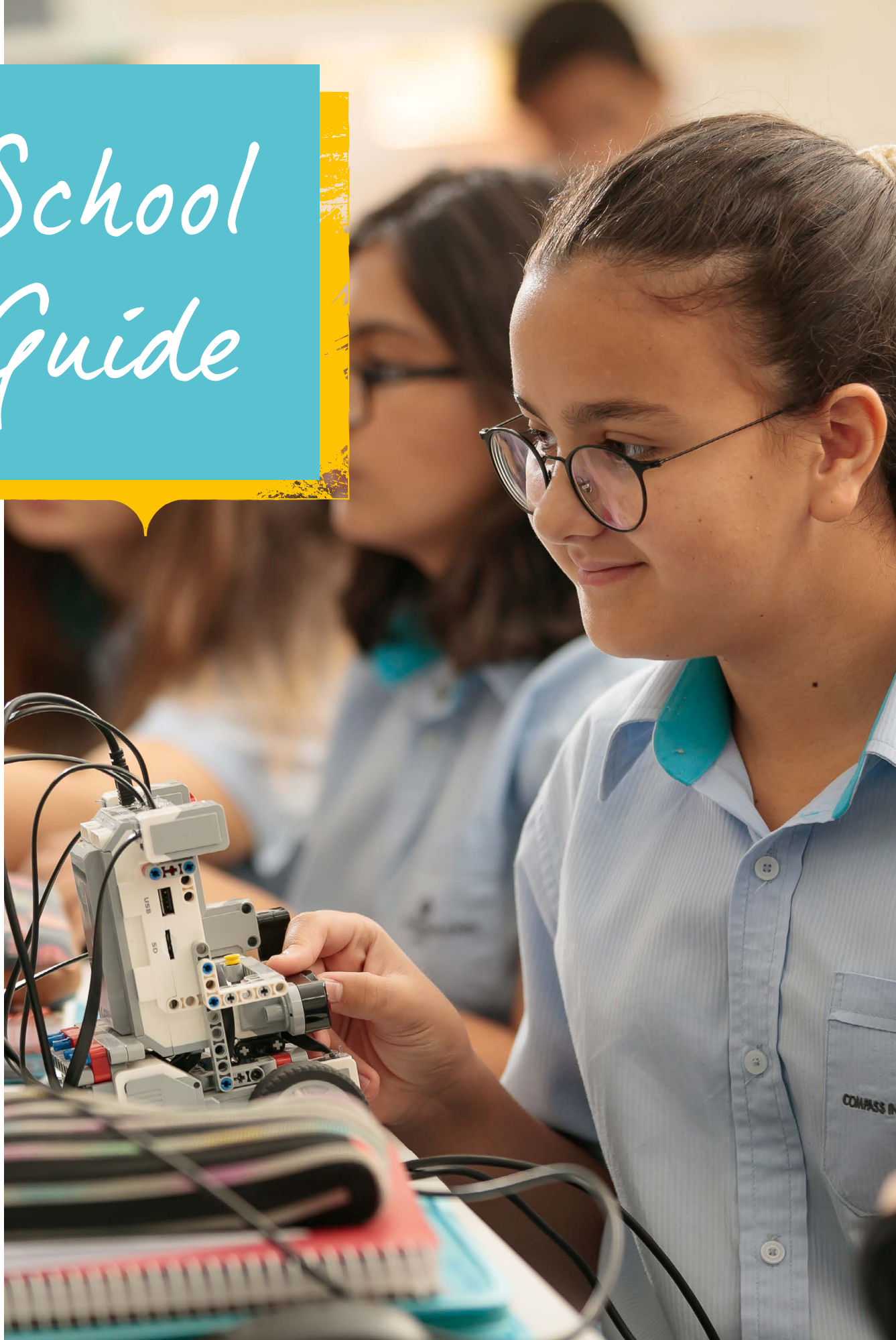


School Guide



COMPASS INTERNATIONAL SCHOOL
DOHA
A NORD ANGLIA EDUCATION SCHOOL

Welcome To Our School

At Compass International School Doha, we inspire all our students to *Be Ambitious*.

We offer an engaging curriculum in a warm, welcoming
and supportive environment to *meet the needs of every child*.

Our expert team blends opportunity, challenge and support to ensure
that *every child has a superior, personalised education*.

Across the *four campuses* we educate over 1900 students from over
70 different nationalities.

1. Message from our Executive Principal.....	3	6. Communication with our Compass Community	19
2. Who Are We?		Primary Communication Diary.....	19
Our Philosophy.....	4	Secondary Learning Guide.....	19
We Are Truly International.....	4	Homework.....	19
Senior Leadership Team Structure.....	5	Notice Boards.....	19
Our Facilities.....	6	Annual School Year Book.....	19
Campus Locations.....	6	Newsletters.....	19
3. Curriculum		Parent Workshops.....	19
Primary Curriculum.....	7	Website.....	19
Secondary Curriculum.....	8	Social Media.....	19
International General Certificate of		School Calendar.....	19
Secondary Education (IGCSE).....	8	School Events.....	20
A-Levels.....	8	Drama.....	20
International Baccalaureate Diploma		School Expeditions.....	20
Programme (IBDP).....	9	School Photographs for Marketing Purposes.....	20
Languages.....	10	Student Council.....	20
Physical Education.....	10	Eco Warriors.....	20
Music.....	10	House Teams.....	20
Duke of Edinburgh's International Award.....	11	House Points – Primary.....	20
Global Campus.....	11	House Points – Secondary.....	20
4. All You Need To Know		Primary Assemblies.....	21
Drop Off Arrangements.....	12	Parent Involvement.....	21
Timings.....	13	Lost Property.....	21
Finishing Times.....	14	Change of Contact Details.....	21
Primary End of Day.....	14	Invoicing and Tuition Fees.....	21
Secondary End of Day.....	14	Transferring or Withdrawing.....	21
Breaks, Snacks and Lunch.....	14	Health and Safety.....	22
Extra-Curricular Activities.....	14	7. Accreditations, Collaborations and Associations.....	
Equipment Required for School.....	15		
School Uniform.....	15		
Primary School Uniform.....	16		
Secondary School Uniform.....	16		
Uniforms (Image).....	17		
5. School Policy			
Absences.....	18		
Punctuality.....	18		
Regular Class Emails and Class Dojo.....	18		
Reports and Parent Teacher Consultations.....	18		
Behaviour.....	18		

Please find contact details on the back cover.



1. Message from our Executive Principal



A very warm welcome to Compass International School Doha. The purpose of this guide is to provide essential information about the school that should be of use to you. Please take some time to read through the information so that you will be better placed to support your child at our school. If you still have unanswered questions after reading the booklet, feel free to approach a member of our team or contact us at info.cisd@nais.qa.

The school is part of the Nord Anglia Education schools' network with over 60 schools worldwide. Being part of such a premium group of schools gives our community significant advantages that include:

- Recruiting outstanding teachers and support teams
- Investing in excellent training
- Regional and worldwide support and monitoring of the learning process
- Results that far exceed global and UK averages
- Curriculum enhancements including collaborations with The Juilliard School, UNICEF, and Massachusetts Institute of Technology (MIT)
- A Global Campus for connecting with thousands of teachers and students worldwide
- Being ambitious in our expectations for our students, communities and family of schools

As an international school with over 70 nationalities represented by our student body, we are keen to promote the highest educational standards in all that we do. In primary we follow the Early Years Foundation Stage (EYFS) and the International Primary Curriculum (IPC) alongside the key skills of literacy (English) and numeracy (Mathematics) within the English National Curriculum. Our Secondary Schools cater for students aged 11 to 18. In Key stage 3 (ages 11 to 14), we use the English National Curriculum as our foundation. In Key Stage 4 (ages 14 to 16), we offer IGCSE and GCSE courses. These are then followed by either the

International Baccalaureate Diploma Programme (IBDP) at our Madinat Khalifa Campus or International Advanced Level Programme (A-Levels) at our Themaid Campus in Years 12 and 13 (ages 16 to 18) in future years. The school is delighted to have been recognised as meeting the standards of the Qatar National Schools Accreditation (QNSA) through the Ministry of Education and Higher Education (MOE) Evaluation Institute. More recently, we were delighted to be the first school in the Middle East to receive full International Primary Curriculum accreditation.

Our new campus, Themaid, opened in September 2019, gives us a unique opportunity to deliver an outstanding curriculum in purpose built, world class facilities. Students from across all our campuses will also be able to access these enhanced facilities for the benefit of the whole Compass community.

Learning is a collaborative activity with children receiving help and support from a variety of places. Your continued interest, involvement and support are essential for the on-going development of your child and will be very much welcomed and appreciated by the school. We have an active Parent Teachers Association called Friends of Compass School (FCS). These willing volunteers work with our team to put on a range of social events from coffee mornings, film nights, family picnics and our annual Spring Fete. We encourage all families to join us at these events and welcome support from those who wish to support the FCS as volunteers.

I am very much looking forward to what promises to be a great school year ahead.

Kind regards,

Paul Holyome

Executive Principal

Compass International School Doha



2. Who Are We?



We are a private co-educational Reception, Primary and Secondary School set across four campuses in Doha, Qatar - Gharaffa, Madinat Khalifa, Rayyan and Theraid.

Our Gharaffa and Rayyan Campuses specialise in Early Years and Primary education for children ages 3 to 11. Our Year 6 children across all four campuses transition seamlessly into our Secondary School, providing they pass all assessments and entry criteria along with following the Compass Behaviour Policies at all times. Our Behaviour Policies can be found on our website under Parent Essentials.

Madinat Khalifa offers education for children aged 5 to 19. It offers both Primary and Secondary level education on the same campus, leading to the prestigious International Baccalaureate (IB) Diploma Programme in Years 12 and 13. Theraid offers Early Years, Primary and Secondary level education on the same campus, culminating with the AS and A-Level subject based qualification in Year 12 and 13.

Our school was founded in 2006 and became part of the Nord Anglia Education (NAE) family in September 2013. NAE is the world's leading premium international schools family with over 60 schools, based in 29 countries around the world. We offer personalised and inspiring learning to more than 66,000 students. We work closely with our family of schools across the world to share best practice in all areas of education. We are therefore able to offer the benefits of a small school environment with all the advantages of being a Global Campus.

Find out more about Nord Anglia Education via www.nordangliaeducation.com

Our Philosophy

Our Nord Anglia Education schools are united by our common philosophy, to 'Be Ambitious' for our students and staff. We are committed to helping your child achieve outstanding academic, social and personal excellence and we are committed to employing only the very best teachers and support team.

We believe that:

- ▶▶ There is no limit to what every student can achieve.
- ▶▶ Creativity and challenge help us become better every day.
- ▶▶ Learning should be personalised to each child.
- ▶▶ Unique, global opportunities enhance every student's learning experience.

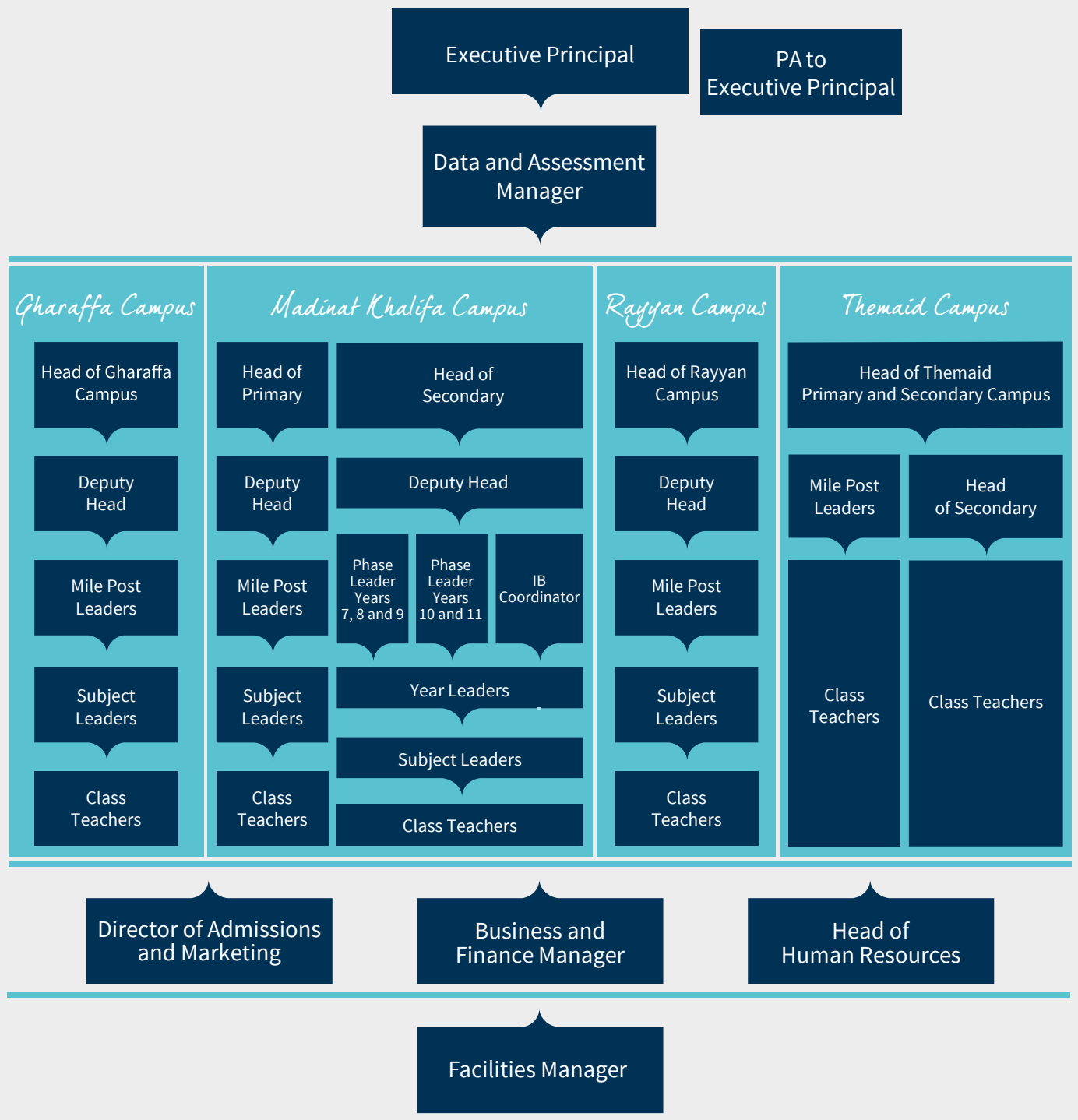
We Are Truly International

At Compass International School Doha we have over 70 different nationalities. We celebrate this diversity through our curriculum, regular assemblies, National Day activities and our annual International Week across our campuses. Our students learn about other countries, cultures and customs and will leave our school with a greater understanding and respect for their 'brothers and sisters' around the world. They really are Global Citizens.

Senior Leadership Team Structure



Compass International School Doha



2. Who Are We? (cont.)



Campus Locations

- ▶ **Gharaffa Campus** is found just off Waab Al Abareq Street; between Al Gharaffa Street and Al Luqta Street, near Qatar National Convention Centre, Sidra Hospital and Ezdan Mall.
- ▶ **Madinat Khalifa Campus** is located close to Landmark Shopping Mall and Dahl Al Hammam Park, just off Al Baihaqi Street.
- ▶ **Rayyan Campus** is situated near the Racing and Equestrian Club, between Frousiya and Al Qalah Streets.
- ▶ **Theraid Campus** is close to Education City and Sidra Hospital, between Dukhan Highway and National Day Ceremonial Road.

Our Facilities

Our campuses have specialist facilities including swimming pools, specialist rooms for science, music, art, ICT and languages, multi-purpose sports halls, sports pitches and play and picnic areas. Our classrooms are bright and welcoming and are equipped with the latest technology including interactive whiteboards, laptops and iPads.

Campus	Gharaffa	Madinat Khalifa	Rayyan	Theraid
School Address	PO Box 22463 Waab Al Abareeq Street, Building 55, Street 670, Zone 51 Doha, Qatar	PO Box 22463 Al Baihaqi Street, Building 34, Street 926, Zone 32 Doha, Qatar	PO Box 22463 Wadi al Ghusm Street, Building 14, Street 856, Zone 53 Doha, Qatar	PO Box 22463 Building 16, Street 1457, Zone 51 Al Theraid Doha, Qatar
School Tel.	(+974) 4034 9666	(+974) 4034 9888	(+974) 4034 9777	(+974) 4034 6800
School Nurse Tel.	(+974) 4034 9617	(+974) 4034 9806	(+974) 4034 9708	(+974) 4034 6807
Admissions Tel.	(+974) 4034 9601	(+974) 4034 9821	(+974) 4034 9702	(+974) 4034 6801
School E-mails	info.cisd@nais.qa admissions.cisd@nais.qa			
School Website	www.cisdoha.com			
Student School Timings	7.15 - 13.30 (Gates open 6.45 am)			
General School Timings	7.00 - 15.00			

3. Curriculum

Primary Curriculum

We follow the Early Years Foundation Stage (EYFS) approach from the United Kingdom (UK). This is a play-based provision, focusing on developing independence and early language and mathematics skills. The students direct their own learning under the supervision of our skilled Early Years educators. The indoor and outdoor classrooms interlink and children are allowed to free flow through to activities of their choice. There are dedicated and separate outdoor play areas for both Early Years 1 and 2. Our Outdoor Classroom is a key part of the Early Years offering at Compass. The Early Years departments are led by experienced and highly skilled UK trained Early Year specialists.

Our Primary Curriculum is based upon the highly respected International Primary Curriculum (IPC) and English National Curriculum for England and Wales 2014.

Compass International School Doha has been awarded accreditation for the International Primary Curriculum (IPC), a first for a school in the Middle East. Following a rigorous review and accreditation visit, Compass International School Doha was awarded the accreditation and praised for excellent practice in the areas of “international mindedness” and “rigorous children’s learning” along with teachers’ “high expectations of learning.”

At the end of each academic year, students are assessed against key criteria in all subjects. Maths and English are assessed using English National Curriculum goals and all other subjects are assessed using IPC criteria. You can find out more about the IPC at:

www.greatlearning.com/ipc

We organise an ‘Entry Point’ at the start of each IPC unit followed by an ‘Exit Point’ at the end of that unit. The Exit Point might take the form of an exhibition, an assembly or an invitation to come into class to see what the students have been learning. Parents are encouraged to come along to these events and to share their children’s learning and excitement.

Languages, Music and PE are taught by specialist teachers. At our Rayyan, Gharaffa and Madinat Khalifa Campuses, our international students have the opportunity to learn French from Year 1 and up. Our Themaid Campus offers Arabic as an Additional Language for our international students. We offer basic Arabic for non-native speakers as an Extra Curricular Activity (ECA) and we run the Nederlandse Taal en Cultuur lessen (NTC) approved Dutch Language



programme for Dutch first language speakers; at Gharaffa Campus for Primary students.

Our collaboration with MIT allows students to experience the STEAM (Science, Technology, Engineering, Arts, Mathematics) programme, the multi-disciplinary approach pioneered by MIT.

Our music curriculum has been designed in collaboration with the world renowned, Juilliard School, and gives a unique opportunity to learn about music through iconic works and regular connections with practicing musicians.

We offer Arabic Language, Islamic Studies and Qatari History taught in Arabic in line with the guidelines from the Ministry of Education and Higher Education for Qatar. This curriculum slightly reduces the amount of IPC and specialist tuition and must be followed by our Qatari students.

One of our key priorities is to ensure that all students have a strong grasp of the English language as soon as possible. We have an active English as an Additional Language (EAL) department, who can assist children starting with no English at all. We have very close links with local providers who can provide after school and holiday English classes for children of all ages.

3. Curriculum (cont.)

Secondary Curriculum

In Years 7 to 9, we draw our learning programmes from the English National Curriculum, which is excellent preparation for the IGCSE course for Year 10 to 11 (ages 14 to 16).

The curriculum builds on children's knowledge, gives them the tools and confidence to critique what they hear and see, and to embark on their own learning outside the classroom.

The English National Curriculum encompasses English, Maths, Science, History, Geography, Information Communication Technology, Music, Art and Design, Physical Education and Modern Foreign Languages.



International General Certificate of Secondary Education (IGCSE)

We follow the Cambridge and Edexcel IGCSE Examination Courses in Years 10 and 11. The International General Certificate of Secondary Education is an international version of the GCSE exams.

These externally assessed examinations test the skills of students in all the major subject areas. The courses of study are based on a well-structured and valued curriculum, which has been developed by some of the world's finest educators.

The IGCSE exams are built on a number of core subjects with all students required to take English, mathematics and science. Beyond this, students are offered a number of options for additional subjects.

These include: Arabic, Art and Design, Business Studies, Dutch, Economics, French, Geography, History, ICT, Islamic Studies, Music, Physical Education, Psychology, Spanish.

A-Levels

At Compass International School, Theraid campus, we are proud to teach both Cambridge and Edexcel International AS and A Level qualifications. Every year thousands of students with International AS & A Levels gain places at leading universities worldwide. International AS & A Levels are accepted across 195 countries. They are valued by top universities around the world including those in the UK, US (including Ivy League universities), Europe, Australia, Canada and New Zealand. Students can be confident that their International AS & A Level qualifications are accepted as equivalent, grade for grade, to UK AS & A Levels by leading universities worldwide.

The reasons a student chooses to opt for a subject at AS or A Level should be a deep interest in the subject and maybe a need to study the subject for entry to their chosen university and degree course.

Our Theraid campus offers a wide range of AS and A Level courses from Physics to Economics to English literature, amongst many others. Our staff are very happy to discuss AS and A Level courses with students and their parents and to advise on University entrance. Students will normally choose to study four or five AS Levels in year 12, with the examination for these subjects taking place at the end of year 12. Students may then wish to continue with all or some of these courses in year 13 to complete the full A Level course.

International Baccalaureate Diploma Programme (IBDP)

In Years 12 and 13 (ages 16 and above) at our Madinat Khalifa Campus, students may apply to study for the International Baccalaureate (IB) Diploma Programme. This two-year course is a balanced academic programme, building confidence and leadership as well as broadening the students' understanding of world cultures.

The IB Diploma Programme presents a variety of challenges for the student. For the full diploma, students must study six subjects, complete an Extended Essay, complete the Creativity, Activity, Service (CAS) section, and study a "Theory of Knowledge" course which promotes critical thinking and analysis. This globally recognised course prepares students for entry to the world's finest universities.

As well as the six subject groups, the IB requires students to complete an Extended Essay. Students must research a topic of their choice and write an essay of up to 4,000 words that demonstrates writing proficiency and independent thought.

The CAS section requires students to complete 8 learning outcomes, re-enforcing their feeling of responsibility to a wider community and fostering empathy, collaboration and compassion.

The Theory of Knowledge course challenges students to look at how and why knowledge is gained, bolstering their critical thinking abilities and enabling them to analyse and reflect on situations in all areas of life.

▶ **Group 1** **Studies in English Language and Literature**

Language A: English Language and Literature (HL/SL)

▶ **Group 2** **Language Acquisition**

Spanish ab initio (SL) or French ab initio (SL)
Spanish B or French B

▶ **Group 3** **Individuals and Societies**

Business Management (HL/SL) or Geography (HL/SL) or History (HL/SL) or Psychology or Economics

▶ **Group 4** **Sciences**

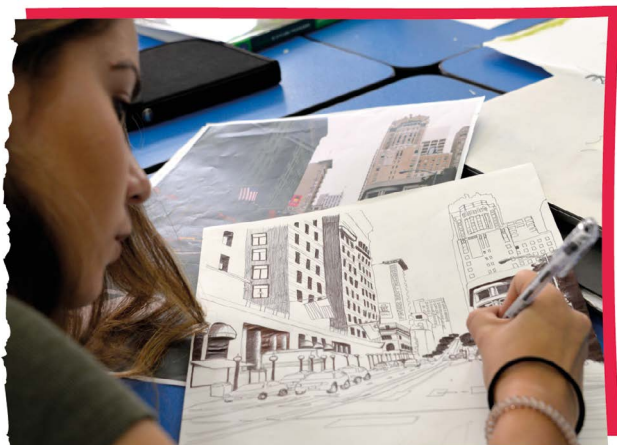
Biology (HL/SL) or Chemistry (HL/SL) or Physics (HL/SL)

▶ **Group 5** **Mathematics**

Mathematics Analysis and Approaches (HL/SL) or Mathematics Application and Interpretation (HL/SL)

▶ **Group 6** **The Arts**

Visual Arts (HL/SL) or a subject chosen from Groups 1 to 5



School-supported self-taught (SSST) is at an additional cost. Parents must organise and pay for own tutor. If a student opts to choose SSST (which is a SL Literature Course) they do not choose a subject from Block 2.

3. Curriculum (cont.)

Languages

At Compass International School Doha, we offer French from Year 1 through to IBDP and Spanish from Year 7 to IB for international students at Rayyan, Gharaffa and Madinat Khalifa Campuses.

At our Rayyan Campus, we run a French/English Bilingual Programme in Years 1 to 6, where children are taught the core subjects in dual language French and English. They follow the same IPC curriculum as their peers with the added language dimension and additional intensive French lessons to boost their skills.

At our Theraid Campus, we offer Arabic language for both native and non-native speakers.

Qatari Nationals and other native Arabic speakers study Arabic in line with the Ministry of Education and Higher Education guidelines.

Our Dutch and Belgian population are able to follow the fully accredited LanguageOne Dutch Programme, offered at our Gharaffa Campus for Primary. We also offer the Dutch language and culture as an extra-curricular option as part of the LanguageOne Programme for all native Dutch speakers.

Physical Education

Our Physical Education (PE) and Sports programmes are an important and compulsory part of our curriculum and include games, netball, football, basketball, gymnastics, athletics, dance and swimming amongst others.

We have our own specialist teachers and coaches for sport and swimming alongside specialist coaches from our local partner organisations to lead lessons. Teachers will be in touch with further details about which day students will need kit / costumes for their PE and swim days so please make sure that the relevant kit / costume is in school on the right day. We will be entering squads into local and regional competitions and we are often invited to send teams to competitions.



Music

In Primary, students have weekly Music lessons and the opportunity to take part in musical activities as part of their IPC units. In addition, students following the International Curriculum stream may have additional music lessons. We follow the prestigious music curriculum from The Juilliard School.

In Secondary, students in Years 7 to 9 have weekly class-based music lessons. From Year 10 onward, music is an optional subject. All students can choose to take up a musical instrument and enjoy private music tuition as a paid after-school activity. Please contact the school office for more information.

There are numerous after school musical activities, termly concerts and an annual school productions. Our students attend concerts and enjoy visits from The Juilliard School Curriculum Specialists throughout the year.



International Award



The Duke of Edinburgh's International Award is the world's leading youth achievement award, operating in over 140 countries and territories around the globe. The names of individual operating authorities often differ from nation to nation, but the Award and its unique reputation with employers, policy makers and leaders in society remain unchanged and consistent.

To date, over 8 million young people have started their Award and begun their journey to a brighter future. The Award is available to all young people aged 14 to 24. It is voluntary, non-competitive, enjoyable and balanced, and requires sustained effort over time. The Award encourages young people to design their own programme of activities, set their own goals and challenge themselves to achieve their aims.

There are three levels to the awards, Bronze, Silver and Gold. Each level of the Award has four sections, these include: community service, physical recreation, skills development, the adventurous journey and a residential project.

At Madinat Khalifa, 2018/19 was a successful year for the Duke of Edinburgh's International Award with 49 students receiving an Award. 33 students received the Bronze Award, 16 students received their Silver Award and six students took part in the Gold Award for the first time.

The Duke of Edinburgh's International Award will be open for new registration for the Bronze, Silver and Gold Level in September 2019 at both Themaid and Madinat Khalifa Campuses and offered as a weekly Extra-Curricular Activity (ECA).

Global Campus



Our Global Campus will give your child access to explore the world through our safe, online, in school and international experiences. They will have the opportunity to learn by collaborating and learning with students from over 60 schools in 29 countries on a daily basis, bringing our students together on expeditions, performances and in the virtual world of the Global Classroom. They will be able to take part in competitions and challenges and to share ideas with friends across the world.

Learn more about our Global Campus online at:
<https://www.nordangliaeducation.com/our-schools/doha/compass-international-school/learning/global-campus>

Watch the video at:
<https://www.youtube.com/watch?v=5s88TINwEk8>



4. All You Need To Know

Drop Off Arrangements

Early Years students should be escorted to their classroom for drop off.

Year 1 to Year 6 students assemble in the playground and will be escorted to their classroom by their class teacher.

Years 7 to 11 students must wait under the outside covered area until school starts at 7.15, then students must go to their Form classroom for registration. International Baccalaureate (IB) students may go directly to the IB suite when they arrive at school.

Gharaffa Campus

Please use the main front entrance for drop off.

Please use the 'safe bay' between the two lines of traffic, so children can disembark from their vehicles into a traffic-free zone. Only school buses can park in the area next to the school perimeter wall. Children should not be leaving the school premises without an adult. Security have been instructed to stop any unaccompanied children from leaving the school site.

Parking areas are situated at the front, side and rear of the school.

Madinat Khalifa Campus

Front Entrance

Before and after school - This is the drop off point for cars and pedestrian access only into our school grounds. Buses do not use this entrance.

Side Entrance

Access for vehicles only, NO pedestrian access.

Before school - This is a drop-off zone for cars and school buses. Vehicles enter through the gate into the layby, drop-off and then exit through the second gate. Cars cannot be left unattended in this area.

After school - Only school buses use this entrance, cars are not allowed to drive through. Parents or drivers need to park and enter the school on foot through the front entrance.

Rayyan Campus

Parents who wish to park and bring their child into school can use the front or rear entrance.

There is also a 'drop off' system at the back gate for parents or drivers who wish to drop their children off at the gate and go.

Please help us to keep your child safe by following the instructions of our security team who do a wonderful job organising the parking at the start and end of the day.

Themaidd Campus

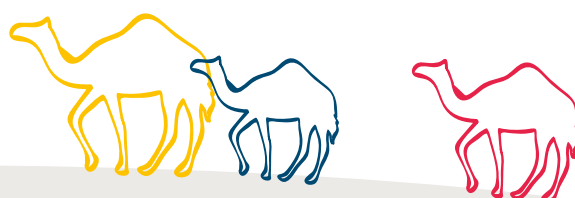
There will be a one way drop off system in place for parents who want to drop or collect their children quickly and go. After school, drivers may use the pick-up lane once the children are outside. If you would like to come into school, you must park outside the gates.

Early Years - Classes start at 7.20 am. Parents may take the children directly to class at 7.10 am. Classes finish at 1.20 pm and children should be collected from class by an adult.

Primary - Before 7.15 am, primary students should go to the library, then proceed to class at 7.15 am. Primary students will be dismissed from the classroom. Parents who arrive early should wait in Reception until 1.30 pm when classes finish. Late children will wait in the library.

Secondary - Students arriving before 7.15 am should make their way to the canteen, then use the stairs to go to class at 7.10 am. They will leave from the canteen door at 1.30pm and should be off site by 1.40 pm latest.

No taxis are allowed on site and all drivers must have an ID. If you make alternative arrangements for your child to be collected by another parent, you must inform the school beforehand. If you have any issues with transport, please contact main reception.



Timings

Gharaffa and Rayyan

Early Years

- 7.15 In classroom
- 13.20 End of school day
- 13.30 ECAs start for Early Years 2
- 14.30 ECAs end

Years 1 and 2

- 7.15 In classroom
- 7.20 Registration / Lessons begin
- 9.30 Lessons
- 11.30 Break
- 12.00 Lessons
- 13.30 End of school day
- 13.30 ECAs start
- 14.30 ECAs end

Years 3 to 6

- 7.15 In classroom
- 7.20 Registration / Lessons begin
- 9.30 First break
- 10.00 Lessons
- 12.00 Break
- 12.30 Lessons
- 13.30 End of school day
- 13.30 ECAs start
- 14.30 ECAs end

Madinat Khalifa

Years 1 to 6

- 7.15 In classroom
- 7.20 Registration / Lessons begin
- 9.30 Lessons
- 11.30 Break
- 12.00 Lessons
- 13.30 End of school day
- 13.30 ECAs start
- 14.30 ECAs end

Years 7 to 13

- 7.15 Registration / Form Time
- 7.30 Lesson 1
- 8.30 Lesson 2
- 9.30 Break
- 10.00 Lesson 3
- 11.00 Lesson 4
- 12.00 Lunch break
- 12.30 Lesson 5
- 13.30 ECAs start
- 13.30 School finishes Year 7 - 11
- 13.30 ECAs start
- 13.30 IBDP Lesson 6
- 14.30 ECAs end

Themaïd

Early Years

- 7.20 In classroom
- 13.20 End of school day
- 13.30 ECAs for Early Years 2
- 14.30 ECAs end

Primary

- 7.15 School Starts
- 7.20 Lessons begin
- 9.00 First break
- 11.30 Second break
- 13.30 End of school day
(14.30 on ECA days)

Secondary

- 7.15 In classroom
- 7.20 Lessons begin
- 9.30 First break
- 12.00 Second break
- 13.30 End of school day
(14.30 on ECA days)

4. All You Need to Know (cont.)

Finishing Times

School finishes at 13.20 for Early Years, 13.30 for Years 1 to 11 and 14.30 for our IBDP students. It is very important that your child is collected on time. Students should only be in school after 13.30 if they are attending an ECA and then they need to be collected on time at 14.30. Students may not stay in school while their sibling is attending an ECA. Arrangements must be made for all children to be collected at the correct time.

Primary End of Day

All Primary Class teachers will escort their class out of the classroom at 13.30. Parents should collect their child from the class room. Primary students will not be allowed to leave the school campus without the supervision of an adult or designated older sibling.

Please be advised that parents are responsible for the supervision of their children after dismissal at 13.30, unless they are attending an ECA. The latest a student can stay after school, if not attending an ECA, is 13.40. If the student is attending an ECA, the latest pick up time is 14.40.

Secondary End of Day

All Secondary and IBDP students make their own way out of school after classes finish for the day. They should then go to the designated area where parents have agreed to meet them.

Please be advised that parents are responsible for the supervision of their children after dismissal at 13.30 at Madinat Khalifa and Themaïd, unless they are attending an ECA. The latest a student can stay after school, if not attending an ECA, is 13.40. If the student is doing an ECA, the latest pick up time is 14.40.

At Themaïd, parents must sign a permission form to allow their children to leave the site at the end of the day.

Breaks, Snacks and Lunch

We have two break sessions per day, these are supervised by our duty staff. At Gharaffa, Madinat Khalifa and Rayyan, please bring a healthy snack and lunch to school. At Themaïd there is a school cafeteria serving healthy snacks, meals and drinks. Alternatively students can bring their own a healthy snack and lunch to school. We operate a strict NUT FREE Policy. Please do not pack any glass containers or bottles as these could break and cause an injury.

Please ensure that your child's lunch box is kept cool with an ice pack and that the box is clearly labeled with their name. If your child has forgotten their lunch, please deliver it to the School Reception and it will be sent to your child's class. It is essential that a clean, re-fillable water bottle be sent every day. Water bottles can be replenished at school.

During outdoor recreation, sport or learning activities, we expect students to wear school hats and we operate a strict "No Hat, No Play" Policy when PE, break and sport permits. Students without hats will be asked to sit under the shade during Break.

Extra-Curricular Activities

A wide range of afterschool Extra-curricular Activities (ECA) are offered each term including football, arts and crafts, music, fencing, chess, sailing, basketball, golf, horse riding, cricket, tag rugby, funky fitness, taekwondo, swimming squads and splash time, Lego, choir, dodgeball, maths catch up, Islamic Studies, French Club, Spanish Club, Danish Club, Story Club, Mad Science etc.

Our on-site ECA clubs run from 13.30 until 14.30. They are available to book within the first week of each term. Details will be communicated to parents at the start of each term. If the child is picked up late for a maximum of three times, the student will be removed from the scheduled ECA.

Places are offered on a 'first come, first served' basis and we will operate a wait list for the more popular clubs. We cannot guarantee your child a place on a particular ECA. However, we will try to ensure that everyone gets the opportunity to experience every activity they wish to, at some point in the school year.

Most of our activities are complimentary except where an external provider is contracted for activities such as fencing, golf, judo, taekwondo, sailing or musical instrument tuition. The additional charge will be paid directly to the supplier.

Equipment Required for School

Early Years and Primary

For Early Years, Years 1 and 2, the school will provide stationery equipment for students. From Years 3 to 6, students will be expected to bring their own stationery equipment to school to encourage independence and organisational skills.

They will need the following:

- ▶▶ Pencil case
- ▶▶ Two HB pencils
- ▶▶ Coloured pencils
- ▶▶ Two erasers
- ▶▶ A pencil sharpener
- ▶▶ A pair of scissors
- ▶▶ 15cm ruler
- ▶▶ School bag
- ▶▶ Book bag
- ▶▶ Cooler box for lunch
- ▶▶ Re-fillable water bottle

Equipment will need to be replaced as and when needed. Please remember to label your stationery with permanent marker pen.

Secondary

Your child is expected to come to school equipped and ready to learn. As an absolute minimum they must come with the following:

- ▶▶ A pencil case with their name on it that is big enough to hold everything below:
- ▶▶ Blue or black pens for normal writing
- ▶▶ Other coloured pens for emphasis
- ▶▶ Pencils (HB and 2B pencil is a good mix)
- ▶▶ Pencil sharpener
- ▶▶ Eraser
- ▶▶ Ruler

Your child will find they get more out of their lessons if they get used to carrying and using a wider range of tools to help them learn. We would suggest that they may find the following useful:

- ▶▶ Protractor
- ▶▶ Compasses
- ▶▶ Glue stick
- ▶▶ Small scissors with rounded tips
- ▶▶ Scientific calculator (Casio fx-83 recommended for Years 7-11)
- ▶▶ Highlighters (at least three different colours)
- ▶▶ Coloured pencils
- ▶▶ USB memory stick (4Gb or more)

Correcting fluids are not allowed in school.



School Uniform

Uniforms are available for purchase from **Uniform Mart**.

Telephone: (+974) 4469 1459

E-mail: info@uniformmart.net

Website: www.uniformmart.net

Opening hours:

Normally open Saturday to Thursday 10.00 to 19.00.
Please call before visiting.

All of our students are expected to wear the official school uniform. They help our students identify closely with the pride of being part of Compass International School Doha.



4. All You Need to Know (cont.)

Primary School Uniform

- ▶▶ Formal blue shirts (with school logo)
- ▶▶ Grey trousers/shorts/skirts. Shorts and skirts must be knee length or longer
- ▶▶ Plain black closed-toed sandals or shoes (not trainers)
- ▶▶ Official school caps to be worn from the start of the Academic Year; alternate caps are not allowed
- ▶▶ Trainers are not allowed to be worn to school, except as part of the PE uniform

Physical Education Uniform

- ▶▶ Compass polo shirt (dry fit)
- ▶▶ Navy blue Compass shorts (dry fit)
- ▶▶ Navy blue tracksuit bottoms for winter months
PE plimsolls/trainers
- ▶▶ **Girls** – One piece, navy blue swimming suit, swimming cap, flip-flops or similar
- ▶▶ **Boys** – Navy blue swimming shorts/trunks, swimming cap, flip-flops or similar

Changing for Swimming and PE

At **Gharaffa, Rayyan and Themaïd**, Early Years and Primary wear their PE kit to school for PE lessons and remain in kits all day.

At **Madinat Khalifa**, Years 1 to 6 wear their PE kit to school for PE lessons and remain in kits all day.

Students may come to school with their swimming suit underneath their uniform when they have swimming lessons at 7.30am. Changing rooms are located next to the swimming pool.

On swimming days, please bring a long t-shirt cover-up to preserve modesty when walking between the changing room and the pool.

At Themaïd, Primary students wear their PE uniform to school on PE days and do not change. On swimming days, children in Early Years 1 through Year 2 may wear their PE kit to school. Students in Year 3 through Year 6 should wear full school uniform and change in the changing rooms.

- ▶▶ **No jewellery** is to be worn on PE days at any campus.

Secondary School Uniform

Years 7 to 11

- ▶▶ Black, flat, formal shoes (no trainers, plimsolls, basketball shoes, sandals, open-toed shoes or high heels, please). *If you wear alternative shoes for medical reasons, you must provide a medical note to our School Nurse. Permission from your parents is not sufficient, a formal medical note is required.*
- ▶▶ Smart, tailored grey trousers/shorts/skirts. Skirts should be worn as designed, to knee length or longer and not rolled-up or otherwise shortened. Leggings, cropped or tight fitted trousers and jeans of any kind are not allowed.
- ▶▶ Formal blue shirt or blouse with the school logo.
- ▶▶ Official school jumper is the only approved outdoor wear for cooler weather. Students are not allowed to wear heavily patterned coats, informal coats or alternate hooded sweatshirts.
- ▶▶ T-shirts and other underwear worn under school shirts and blouses should be plain white, and tucked into, skirts or trousers.
- ▶▶ Navy blue school cap with logo. Branded sports caps or those of an alternative colour are not allowed, nor should they be brought to school.

Physical Education Uniform

- ▶▶ Navy sports shorts
- ▶▶ Blue school PE t-shirt
- ▶▶ **Girls** – One piece swimming suit and swimming cap (navy blue)
- ▶▶ **Boys** – Swimming shorts / trunks and swimming cap (navy blue)
- ▶▶ PE plimsolls / trainers / flip-flops for swimming



CISD Uniforms



Early Years

Years 1 to 6

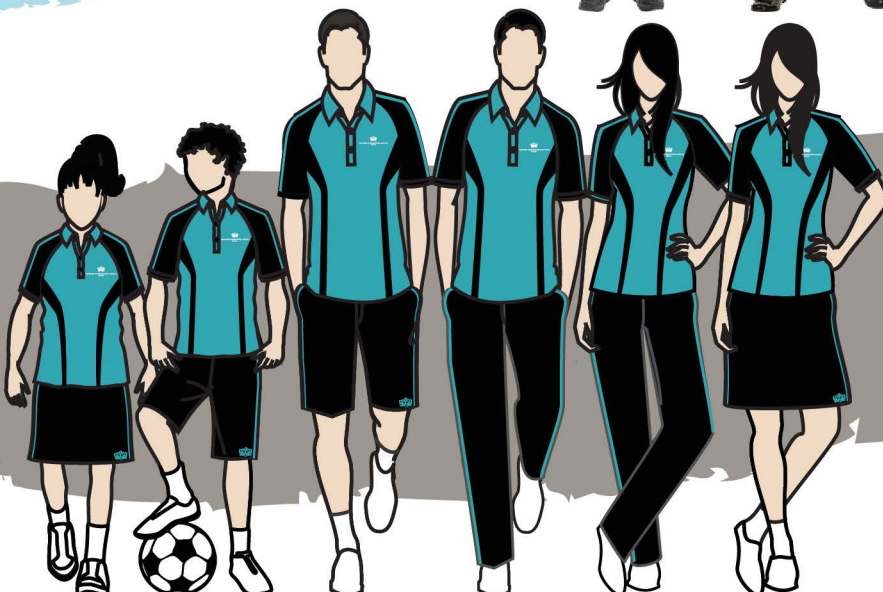
Years 7 to 11

Years 1 to 11
with full sleeve option

Tie and Accessories

Winter Wear

PE Uniform



►► Make sure all of your child's uniform and equipment is clearly labelled with their name. This keeps lost items to a minimum and saves confusion.

5. School Policies

Absences

Please contact the relevant school office: **Gharaffa:** (+974) 4034 9666, **Rayyan:** (+974) 4034 9777, **Madinat Khalifa:** (+974) 4034 9888, **Themaïd:** (+974) 4034 6800, as soon as you can, if your child is unexpectedly absent from school due to illness or other unplanned events. If your child is absent due to illness, please send a note or medical certificate once they return to school.

Absences should be explained so that the follow up procedures can take place. Good attendance and time keeping leads to high achievement.

If your child is absent for a planned event, please write in advance to the Head of School or Campus, so that they are aware and can follow the necessary procedures. Taking students out of school during term-time is highly discouraged.

Punctuality

Students are expected and required to arrive on time for registration and lessons, and we ask that you ensure they arrive and are collected in good time. If your child arrives at school after registration, they will be required to go to the school reception desk before class to sign the 'Late Book.' Parents are expected to do this for the younger students.

Leaving Early for Medical or Appointments

If your child is required to leave school early for essential appointments, we would ask that you follow the procedures outlined below:

- ▶▶ Please inform the class teacher in advance by telephone, email or in person.
- ▶▶ Report to the school reception when you come to collect your child and sign the log out book. You will receive an Exit Pass, which should be handed into the Security Office, at the main gate, upon departure.

Regular Emails and Class Dojo

We use our Communication Diaries and email as the preferred method of communication. Your child's class teacher will be in touch regularly via email. Whole school communication, will be sent by the school secretary using our iSAMS (school database) email system.

Our Class Dojo system is used throughout our Primary schools to communicate what our students are doing in class during the day via Class Story.

Reports and Parent Teacher Consultations

Parent meetings are held termly throughout the year. We also provide two interim and one full end of year written report.

Behaviour

Good behaviour and discipline are key foundations for good education. Without a happy and orderly atmosphere effective teaching and learning cannot take place. We expect the highest standards of behaviour throughout our school. Courtesy, good manners and consideration for others, together with self-discipline and a proper respect for authority, are encouraged at all times and are important if we are to make our school a true, caring community. We place great emphasis on praising our students for politeness and kindness to others. We find that children are naturally well behaved with praise, kindness and encouragement. As part of our Class Dojo system, students who show exceptional or improved behaviour are rewarded with Dojo house points.

Our school Behavior Policy for both Primary and Secondary, is found on our website under Parent Essentials.

We respect every child and treat them with such and in return expect the same. Any serious behavioural concerns will always be discussed with parents. All students are expected to make a full contribution to the school and support the positive endeavours of all its members. Rules are essential for the benefit of all and we try to keep these as simple as possible. They are:

- ▶▶ Students should behave in a responsible manner and are expected to do what they are told, when they are told, whilst under our care.
- ▶▶ Consideration, courtesy and respect should be shown at all times.
- ▶▶ Everyone should always try to understand other people's point of view.
- ▶▶ Students are expected to make it as easy as possible for everyone to learn, whether this takes place inside or outside the classroom.
- ▶▶ Students should show friendship, kindness and care toward others.
- ▶▶ Students should be sensible and quiet when in school.
- ▶▶ Students should speak politely to each other and to adults.
- ▶▶ Students should be silent whenever they are required to be.
- ▶▶ Students should take pride in their appearance.
- ▶▶ Students should remember that the school's reputation depends on the way they behave.
- ▶▶ Students should make every effort to attend every day and be punctual.

6. Communication With Our School Community

Primary Communication Diary

Every Primary student is issued with a Communications Diary and a folder. The book is for teachers and parents to communicate. Please check your child's Communication Diary each day for any notes written by the class teacher. In the same way, you can write any messages or concerns you wish to communicate to the school. The students should use this book to record homework, personal reminders and include the 'Reading is Fun' section. Please sign the diary daily so that you are aware of your child's homework requirements.

The School Folder is for school letters, documents, homework or reading books. Please check the folder daily and ensure that the Communications Book is placed in the folder every day.

Homework

Homework is a valued part of the learning experience. It encourages children to think about what they have learned at their own pace, and to absorb it by completing exercises and tasks that apply this knowledge. It prompts them to think independently, and to build an understanding of how to adapt knowledge to other subjects and situations. It also helps to develop a solid work ethic, which will serve them well in later life.

Please check your child's learning diary to see what homework has been set. In the Secondary School, we use an on-line system called "Show My Homework" and, for the IB Diploma Programme students, we use Managebac.

Notice Boards

The school notice boards are situated outside the main front gate and, in some cases, in the pick up areas. Please keep an eye on the boards for general school information and upcoming events.

Newsletters

We send out regular newsletters to all four of our campuses. These newsletters include whole school news, information on events, important reminders as well as highlighting our whole school or individual achievements.

If your child has a particular success out of school, maybe in sport or music, it would be lovely to hear from you and to celebrate their success through our website and other social media pages.

Parent Workshops

Regular parent workshops and presentations are held on various child development and curriculum based themes throughout the year.

Website

Our website provides parents with regular news blogs, calendars, photographs and important dates. Please access the 'Parent Essentials' section in the top right hand corner of our website. Our website can be found at www.cisdoha.com and we would encourage you to visit it regularly.

Social Media

Please like and follow us on our Social Media pages:



@CISDOHA



@compassdoha



@CISDOHA



[Compass International School](#)

You will find all our latest photo albums, news, videos, events and happenings.

School Calendar

We produce a termly school calendar of important dates including activities and events, class assemblies and much more. The calendar will be emailed to you and will also appear on the school website under the 'Parent Essentials' section.

School Events

We hold many school events throughout the year, which quite often require children to dress-up in costume and bring in food contributions. The events are enormous fun and bring the whole school community together to learn and share. Please try to become involved and share your child's enthusiasm. Events include International Week, Qatar National Day, Book Week, school productions, Sports Week and more. When contributing food, please ensure food is nut free due to allergens amongst our students.



6. Communication With Our School Community (cont.)

Drama

We produce a drama production on each campus, for Primary and Secondary throughout the year. In addition to this, there are many opportunities for children to perform and showcase their work through talent showcases, assemblies and other presentations.

Educational Visits

Every class enjoys school educational visits throughout the year. All visits will be communicated well in advance to allow parents to plan. These visits are eagerly anticipated and always enjoyed!

House Teams

On joining Compass, all students in school are placed into a House, these are: North (red), South (blue), East (green) or West (yellow). Families are usually placed in the same house, but this is not guaranteed. During the year, the students attend house meetings, participate in house competitions and work on a variety of projects to gain house points. Every week, the house totals are called out in assembly. House shirts can be purchased from school in the first week of the new academic year.

House Points - Primary

These are awarded throughout the year for outstanding presentation of work and homework; making a positive contribution in lessons; exceptional effort; showing leadership skills; achieving individual target grades demonstrating the IPC Personal Goals; exemplary behaviour and manners; and, being a good friend.

House Points - Secondary

House points will be logged electronically. House points can be checked in one of two ways:

- I. Download a QR Tag Reader from your App store to scan the QR code which each student will paste into their Communication Diary.
- II. Bookmark the URL shown in the sticker which is pasted into the diary. You can also use this site to check how many IB Learner Profile nominations your child has and why teachers have nominated them.



Primary Assemblies

Assemblies are a big part of our school life and are linked to class topics, events or activities. Throughout the year, each class takes a turn to organise and present an assembly to which parents are warmly invited. Our assemblies are also a means of celebrating cultural events.

Student Council

We run a successful Student Council with class representatives chosen by their peers to represent class interests. It is a way for our students to be heard and to take action in our school. It introduces our students to the formal meeting process and encourages them to develop responsibility and initiative.

Eco Warriors

Eco Warriors are a group of children that are selected by fellow classmates to promote an environmentally friendly and safe environment for our school and community.

School Photographs for Marketing Purposes

The school takes photographs for use in classroom displays, promotional material, the school website and social media sites. All photographs are taken with respect and in line with cultural sensitivities.

In the school agreement form, parents agreed to their child's photographs used for marketing purposes. If you **do not** wish for your child to be photographed, please inform the Admissions Office.

Parent Involvement

We run a 'Friends of Compass School' (FCS) parent committee at each campus. The Compass community is very strong at our schools and we encourage our parents to become involved either as an FCS member, a class representative, a volunteer to help with listening to reading or joining us for school trips. It is very much a two-way partnership at Compass and we welcome your suggestions, thoughts and help. Please, contact your school Secretary for more information.

Invoicing and Tuition Fees

Any fee-related enquiries should be addressed directly to our Finance Department. Please email info.cisd@nais.qa for further email.

Our Finance office is located at our Theraid Campus and can be contacted by calling the main school office at Theraid on 4034 6800.

Transferring or Withdrawing

As soon as you are aware that you will be leaving Qatar and wish to withdraw your child from Compass International School Doha, please contact our Admissions Office. You are required to complete a Withdrawal Form, so that we can make the necessary arrangements and inform the Ministry of Education (MOE). Contractual obligations will be overseen by our Finance Office.

Students who wish to transfer to one of our other campuses are required to submit a Transfer Request Form, available from our Admissions Office. Please note, whilst we will try to accommodate your request, it may not always be possible due to availability.

Please be advised that at the end of Year 6, acceptance into our Secondary Schools at Madinat Khalifa and Theraid is not guaranteed. Students will be required to meet the right academic level and adherence to our Behaviour Policy in order for them to access the secondary curriculum. Whilst almost all of our students will successfully meet these academic standards, those requiring specialist support may not be suited to the high standards required by Compass International School Doha Secondary School.

Lost Property

If a pupil finds something that someone has lost, please hand it into the Reception. If a pupil has lost something, they should inform their class teacher and check with reception. Items that have the owners name clearly labelled are easy to return. Please make sure you label all belongings.

Health and Safety

Each campus has a 'First Aid Unit' with full-time, qualified nurse on hand should your child require medical assistance.

The School Nurse visit classes throughout the year to speak about health issues and we invite local nursing students to come in to run health day activities and promotions. A qualified first aider is in attendance during school trips.

Parents will receive a Health Form as part of the admissions process. Please ensure that this is completed and returned to the school office before the start of the school year. Please also ensure that we have a copy of your child's health and vaccination records.

If your child visits the nurse during the school day and receives treatment, you will receive a call from the nurse to inform you and their visit and treatment will be recorded on our health and safety system.

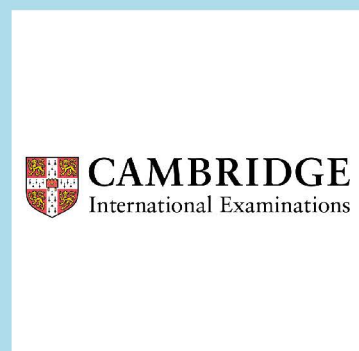
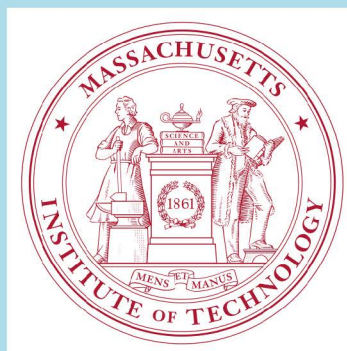
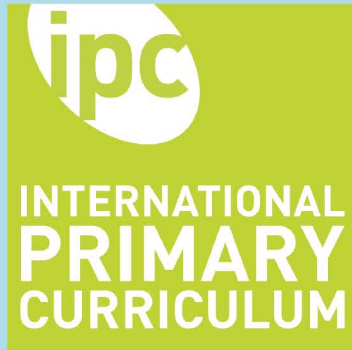
For students who are too unwell to stay at school, parents will receive a phone call from either the nurse or the school secretary. Your child will remain in bed in the nurses' office until you are able to collect them. If for any reason your child meets with a medical emergency that requires treatment, which the school nurse cannot provide, you will be contacted immediately and informed which hospital your child has been taken to. The school's hospital link is the Hamad Hospital.

Please do not send your child to school if they are unwell or have been given fever reducing medication.

Change of Contact Details

Please notify the school immediately of any changes to your address, passport and/or Qatar ID, telephone number and email. It is essential that we have updated emergency contacts for your child. As our main direct communication with you is via email, please ensure that you inform the school office of your preferred email contact details for all school communication.

7. Accreditations, Collaborations and Associations



Our Values



NORD
ANGLIA
EDUCATION



Ambitious

Courage

Integrity

Respect

Openness



Be Ambitious



Gharaffa Campus

Waab Al Abareeq Street, Building 55,
Street 670, Zone 51
Doha, Qatar

General Enquiries: +974 4034 9666
Email: info.cisd@nais.qa

Madinat Khalifa Campus

Al Baihaqi Street, Building 34,
Street 926, Zone 32
Doha, Qatar

General Enquiries: +974 4034 9888
Email: info.cisd@nais.qa

Rayyan Campus

Wadi al Ghusm Street, Building 14,
Street 856, Zone 53
Doha, Qatar

General Enquiries: +974 4034 9777
Email: info.cisd@nais.qa

Themaïd Campus

Building 16, Street 1457, Zone 51
Al Themaïd
Doha, Qatar

General Enquiries: +974 4034 6800
Email: info.cisd@nais.qa

 @CISDOHA

 @CISDOHA

 @CompassDoha

 Compass International School

www.cisdoha.com