

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

Our expert staff will blend opportunity, challenge and support to ensure that *every child has a superior education*.

Across the *three campuses* we educate around 1600 students from over *70 different nationalities*.

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1. Message From The Executive Principal



Welcome to Compass International School Doha. We hope you find this School Guide a useful source of information to help you understand how we do things here and what makes us the right choice for your child.

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 our Primary School (Early Years – Year 6), 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 School caters for students aged 11-18. In Key Stage 3 (ages 11-14), we use the English National Curriculum as our foundation. In Key Stage 4 (ages 14-16), we offer IGCSE and GCSE courses. These are then followed by the International Baccalaureate Diploma Programme (ages 16 - 18). We run our Primary and Secondary curriculum programmes alongside specialised courses for our local Qatari students. The school is delighted to have been recognised as meeting the standards of the Qatar National Schools Accreditation through the Ministry of Education, Evaluation Institute.

As part of the Nord Anglia International Schools' network, we are able to access some of the unique features offered by our family of over 50 schools worldwide. Most significant of these advantages is the support for students and staff through the Global Campus.

Students from Year 4 (aged 8) and above can benefit from access to the Nord Anglia Global Classroom, where they are able to view and share work with students from around the world. Last year, two of our students were selected to have their short stories published in the Nord Anglia Anthology. The Global Classroom

offers a range of face-to-face programmes for students through our growing list of expeditions, access to our Expedition Centre in Tanzania or mountaineering in Switzerland. More recently, the Global Classroom has offered a select group of musicians the chance to travel to New York to form the Global Orchestra and Global Choir. Last year, students joined this musical event in America. We are the only International Schools' Group to have a formal partnership with The Juilliard School in New York, arguably the most prestigious school of performing arts in the world. Our global links with leading educational providers also includes our unique collaboration with Massachusetts Institute of Technology (MIT). This partnership offers unique learning opportunities for our students.

Central to our work with students is the relationship with parents. We want to make sure that you feel involved in your child's education and engaged in the life of the school. We have an active Parent Teacher Association and Community Group. These willing volunteers work with our staff to put on a range of social events from coffee mornings, film nights, family picnics and the Great Spring Fete. We encourage all families to join us at these events and welcome support from those who wish to support the PTA as volunteers.

If after reading this guide you have suggestions for additional information or if you have any further questions about the life and work of our school, please do not hesitate to contact us at info.cisd@nais.qa

Kind Regards,

Dr Terry Creissen OBE MBA MA FCIM FRSA

Executive Principal

Compass International School Doha



2. Who Are We?



We are a private co-educational primary and secondary school set across three campuses in Doha, Qatar - Madinat Khalifa, Gharaffa and Rayyan.

Compass Gharaffa and Rayyan specialise in the education of children from age 3 – 11. Children from Compass Gharaffa and Compass Rayyan usually transfer for Year 7 to our Madinat Khalifa campus, subject to meeting the entry criteria. 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 Diploma Programme.

Our school was founded in 2006 and became part of the Nord Anglia Education family in September 2013. Nord Anglia is one of the world's leading premium International School Organisations with over 50 schools across 44 locations in 24 countries, educating a total of 49,000 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'.

You can find out more about Nord Anglia Education via www.nordangliaeducation.com

Our Philosophy

Our Nord Anglia 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 staff.

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

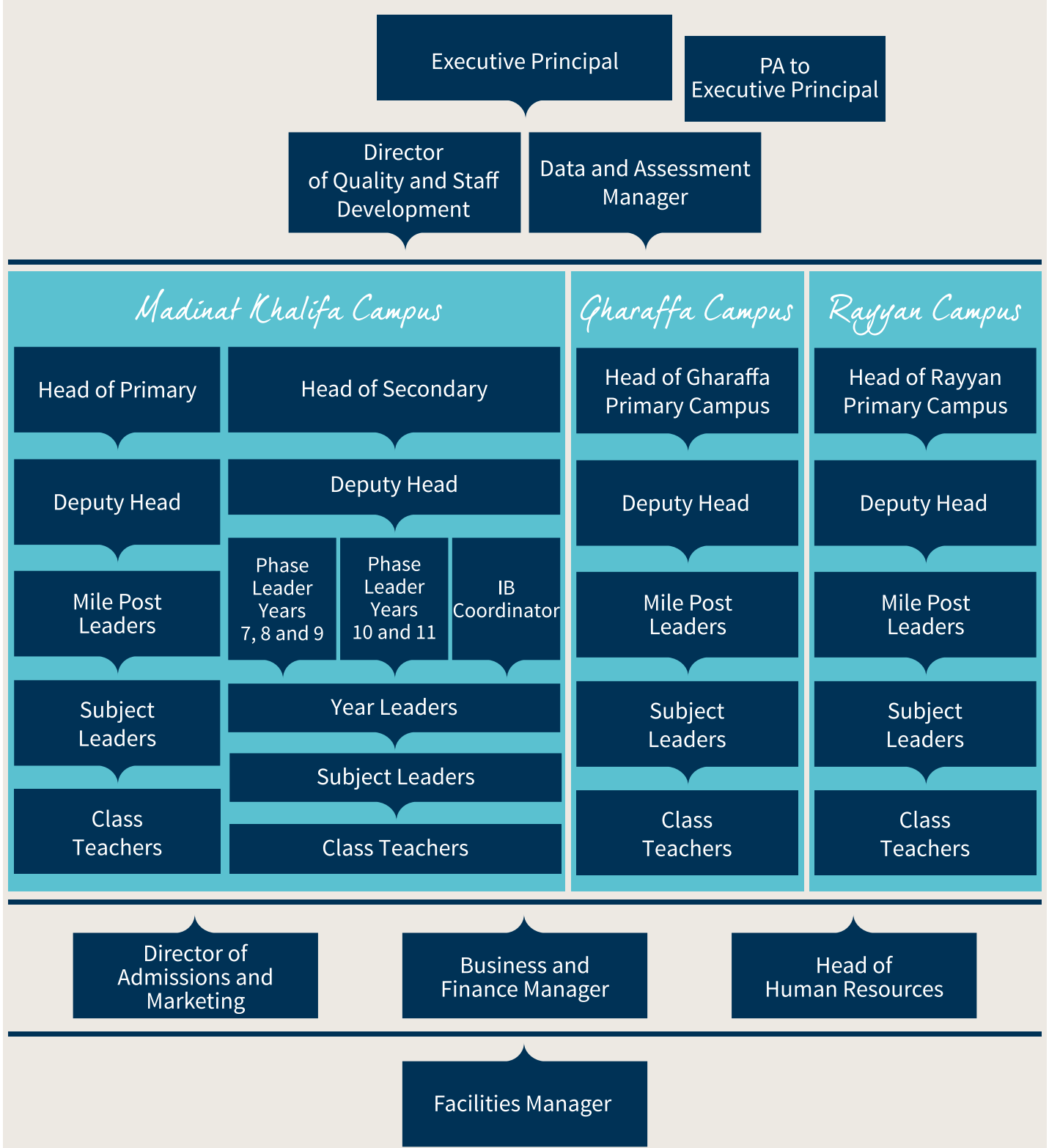
At Compass International School Doha we have over 70 different nationalities. We celebrate this diversity through our curriculum, regular assemblies, National Day activities and our annual International Day event. Our students learn about other countries, cultures and customs and will leave our schools 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 | Gharaffa | Madinat Khalifa | Rayyan |
|---------------------------|---|--|---|
| School address | PO Box 23479 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 23479 Waadi Elghusn Street, Building 14, Street 856, Zone 53 Doha, Qatar |
| School phone number | 4034 9666 | 4034 9888 | 4034 9777 |
| School nurse phone number | 4034 9617 | 4034 9806 | 4034 9708 |
| Admissions phone number | 4034 9601 | 4034 9821 | 4034 9702 |
| School E-mail | info.gh@nais.qa | info.mk@nais.qa | info.ry@nais.qa |
| School website | www.cisdoha.com | | |
| General School timings | 7.00 - 15.00 | | |
| Student School timings | 7.15 - 13.30 (Gates open 6.45) | | |

Campus Locations

All three of our campuses enjoy excellent locations and easy accessible locations in Doha.

- ▶▶ Gharaffa campus can be found just off Waab Al Abareeq Street; between Al Gharaffa Street and Al Luqta Street, near the Qatar National Convention Centre and Ezdan Mall.
- ▶▶ Madinat Khalifa campus is located close to Landmark Shopping Mall, just off Al Baihaqi Street.
- ▶▶ Rayyan Campus is situated just off the Equestrian roundabout, between Frousiya and Al Qalah Streets.

Our Facilities

Our campuses have specialist facilities including swimming pools, specialist rooms for science, music, art, ICT and languages, multi-purpose sports halls, sport 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.

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 classrooms and outdoor areas interlink and children are allowed to free flow through to activities of their choice. There are dedicated and separate outdoor play areas for EY1 and EY2. Outdoor provision 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 National Curriculum for England 2014.

At the end of each academic year the students will be assessed against the criteria set in this curriculum for English and maths. Other subjects are grouped into themes and studied together through our exciting International Primary Curriculum (IPC). You can find out more about the IPC at: www.greatlearning.com/ipc

We organise an 'Entry Point' at the start of each IPC theme and then an 'Exit Point' at the end of that theme. 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 all our campuses, students have the opportunity to learn French depending on which year group they are in, while our secondary students have the option to study Spanish. 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.

Our collaboration with MIT will see students experiencing the STEAM (science, technology, engineering, visual 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 also 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 has slightly reduced amounts of IPC and specialist tuition but 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, including specialist staff 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 the Secondary School (Junior High), we draw our learning programmes from the English National Curriculum, which is excellent preparation for the IGCSE course for Year 10 to 11 (ages 14-16).

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 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. The International General Certificate of Secondary Education is an international version of the GCSE exams, which form part of the globally recognised British Curriculum.

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. All students are required to take Mathematics, English and Science.

Beyond this, they 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

International Baccalaureate Diploma Programme (IBDP)

At age 16 and above (Years 12 and 13), students can apply to study for the International Baccalaureate Diploma Programme (IBDP). 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 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 IBDP 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: Language and Literature – HL/SL
- ▶▶ SSST Language

Group 2:

Language Acquisition

- ▶▶ French B – HL/SL
- ▶▶ Spanish B – HL/SL
- ▶▶ Spanish ab initio – SL

Group 3:

Individuals and Societies

- ▶▶ Business Management – HL/SL
- ▶▶ Geography – HL/SL
- ▶▶ History – HL/SL
- ▶▶ Psychology – HL/SL

Group 4:

Sciences

- ▶▶ Biology – HL/SL
- ▶▶ Chemistry – HL/SL
- ▶▶ Physics – HL/SL
- ▶▶ Sports Exercise and Health Science (SL only)

Group 5:

Mathematics

- ▶▶ Mathematics – HL
- ▶▶ Mathematics - SL
- ▶▶ Mathematical Studies -SL

Group 6:

The Arts

- ▶▶ Visual Arts – HL/SL

Subjects are 'blocked together' to enable the school timetable to be created. Therefore, certain subjects cannot be chosen together.

3. Curriculum (cont.)

Languages

At Compass International School Doha we offer French from Year 1 through to IBDP and Spanish from Year 7 to IBDP.

At our Rayyan Campus, we run a French/English Bilingual Programme in Years 1 to 4, where children are taught the core subjects in dual language French and English. They follow the same curriculum as their peers with the added language dimension and additional intensive French lessons to boost their skills.

Qatari Nationals and other native Arabic speakers study Arabic in line with the Ministry of Education and Higher Education guidelines and we offer Arabic for non-native speakers as part of our enrichment programme.

Our Dutch and Belgian population are able to follow the fully accredited LanguageOne Dutch Programme, overseen by our cross school Dutch Co-ordinator. We also offer the Dutch language and culture as an extra-curricular option as part of the LanguageOne Programme for all native Dutch speakers throughout Qatar.

Physical Education

Our PE and Sport 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, we invite in 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 a lot of local and regional competitions and we are often invited to send teams to competitions.



Music

In Primary, students have the opportunity to take part in musical activities as part of their IPC themes. In addition students following the International Curriculum stream have additional music lessons.

In Secondary music, students in Years 7-9 have weekly class-based music lessons. From Year 10, 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 production. The students will attend concerts and will have musicians visit them in school too.



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 Campus, we celebrated our first cohort of Bronze Level participants who officially passed and received their certificates this year, making it the first six students to be awarded during the 60 year celebrations. They are already excited about the challenges of the Silver Award.

The Duke of Edinburgh's International Award will be open for new registrations at Bronze and Silver Level in September and offered as a weekly 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 42 schools in 15 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: <http://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 should be escorted to their classroom. Year 1 to Year 6 students should assemble in the playground and will be escorted to their classroom by their class teacher. Year 7 to Year 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. IBDP students can go directly to the IB suite when they arrive at school.



Madinat Khalifa Campus

There are dedicated drop off areas, as well as parking facilities for all of our parents.

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. You will need to park and enter the school on foot through the front entrance.

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.

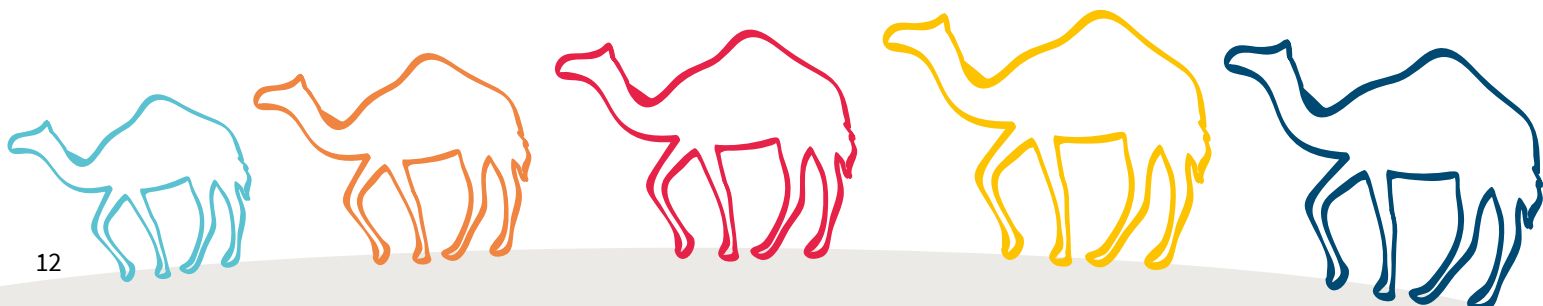
Parking areas are situated at the front, side and rear of the school.

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 staff who do a wonderful job organising the parking at the start and end of the day.



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
- 9.00 First Break
- 9.30 Lessons
- 11.30 Lunch Break
- 12.00 Lessons
- 13.30 End of school day
- 13.30 ECAs start
- 13.30 School buses depart
- 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 Lunch Break
- 12.30 Lessons
- 13.30 End of school day
- 13.30 ECAs start
- 13.30 School buses depart
- 14.30 ECAs end

Madinat Khalifa

Years 1 to 6

- 7.15 In classroom
- 7.20 Registration / Lessons begin
- 9.00 First Break
- 9.30 Lessons
- 11.30 Lunch Break
- 12.00 Lessons
- 13.30 End of school day
- 13.30 ECAs start
- 13.45 School buses depart
- 14.30 ECAs end

Years 7 to 13

- 7.15 Registration / Form Time
- 7.30 Lesson 1
- 8.30 Lesson 2
- 9.30 Break time
- 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 Lesson 6 for IB students
- 13.45 School buses depart
- 14.30 ECAs end, school finishes

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 cannot 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 and stand in allocated areas in the school playground. Parents should collect their child from the class teacher. 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 13.45. If the student is doing an ECA, the latest pick up time is 14.45.

Secondary End of Day

All Secondary and IBDP students can 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 the students 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 13.45. If the student is doing an ECA, the latest pick up time is 14.45.

Breaks, Snacks and Lunch

We have two break sessions per day, these are supervised by our duty staff. Please bring 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 caps.

Extra-Curricular Activities

A wide range of afterschool activities 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, Mandarin Club, Danish Club, story club, Mad Science and many more.

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.

Places are offered on a first come first served basis and we will operate a wait list for 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 clubs are free of charge but where an external supplier is contracted for activities such as fencing, golf, judo, taekwondo, sailing or musical instrument tuition an additional charge is made and 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

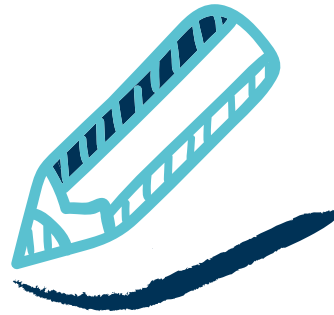
Your child is expected to come to school equipped and ready to learn. As an absolute minimum they must come with the following:

- ▶▶ 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.



Bus Services

Compass School does not operate our own bus transport service, but we do work with Tri Logistics, who provide a daily transport service to our school.

The arrangement is private between parents and Tri Logistics and payment should be made to Tri Logistics direct.

For details of bus routes, compound pickup /drop off times please refer to our website:

<http://www.nordangliaeducation.com/our-schools/doha/compass-international-school/parents-essentials/bus-transportation>

Tri Logistics Contact Details:

Telephone: (+974) 5046 5379 or 5516 8162

E-mail: compass@trilogistic.com

Website: www.trilogistic.com

School Uniform

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

Telephone: (+974) 4469 1459 or 4411 5929

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 sandals or shoes
- ▶▶ Official school caps to be worn from the start of the Academic Year
- ▶▶ Trainers are not allowed to be worn to school, unless 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 and Rayyan**, Early Years 1 to Year 6 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.



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.
- ▶▶ Although the school fleece is preferable, you are allowed to wear a plain navy blue cardigan or jumper inside the school building. You may also wear the school fleece or an appropriate coat in a plain dark colour outside at break time in the cooler months. You are not allowed to wear a heavily patterned coat, an informal coat or a hoodie.
- ▶▶ 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 should not be brought to school.

Physical Education Uniform

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

CISD Uniforms



Nursery - KG2

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 Policy

Absences

Please contact the relevant school office: **Gharaffa:** 4034 9666, **Rayyan:** 4034 9777 or **Madinat Khalifa:** 4034 9888, 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, so that they are aware and can follow the necessary procedures. We do not encourage you to take your child out of school during term-time.

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 Other 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 or email.
- ▶▶ 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 Class Emails and 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 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.

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 pupil 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.

Secondary Learning Diary

Secondary students are issued with a School Learning Diary per term. This diary is a key tool of communication between parents and teachers. Please check your child's diary regularly to see homework that has been set out by the teachers. Parents should sign the diary on a weekly basis.

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 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.

Newsletters

We send out regular newsletters to all three of our schools. 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](#)



[@CISDOHA](#)



[@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 'Essential Parent' section.

Annual School Year Book

At the end of the academic year, we produce our annual School Year Book. This is a wonderful publication that chronicles the full year of our schools news, events and activities.

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 Day, Qatar National Day, Book Week, school productions and our annual Sports Days.

6. Communication With Our School Community (cont.)

Drama

We produce 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 contests, 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 for the year. These visits are eagerly anticipated and always enjoyed!

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 your school agreement form (contract) you will have been given the opportunity to opt out of having your child's photograph used for marketing purposes. If you do NOT wish your child to be photographed please inform the Admissions Office.

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

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

House Teams

On joining Compass, all students in school are placed into a school house, these are: North (red), South (blue), East (green) or West (yellow). Families are usually placed in the same house. 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 t-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; exemplary behaviour and manners; and, being a good friend.

House Points - Secondary

Student's 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 special cultural events.

Parent Involvement

We run a 'Friends of Compass School' (FCS) social committee at each campus. The parent community is very strong at our schools and we would encourage you 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.

Lost Property

If a pupil finds something that someone has lost, please hand it into the school 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.

Change of Contact Details

Please notify the school immediately of any changes to your address, telephone number or 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.

Invoicing and Tuition Fees

Any fee-related queries should be addressed directly to the Accounts Assistant in our Finance Department, please e-mail: finance.mk@nais.qa.

Our Finance office is located at our Madinat Khalifa campus and can be contacted by calling the main school office at Madinat Khalifa on 4034 9852.

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. Contractual obligations will be overseen by our Finance office.

Students who wish to transfer to one of our other Doha schools 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 available places and different admissions criteria in our sister schools.

Please be advised that at the end of Year 6 transfer to Secondary School at Madinat Khalifa is not guaranteed. Students will be required to meet the right academic level 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 Madinat Khalifa Secondary School.

Health and Safety

Each campus has a 'Nurses Room' with full-time, qualified nurses on hand should your child require medical assistance.

The school nurses 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.

You 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, you 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.



7. Accreditations and Associations



**Qatar
National Schools
Accreditation**



Juilliard



8. Key Dates 2018-2019

Autumn Term 2018

| | |
|---|------------------------------------|
| Wednesday, 29 August | First Day of Autumn Term |
| Sunday, 28 October - Thursday, 1 November | Half Term Break |
| Tuesday, 18 December | Qatar National Day - School Closed |
| Thursday, 20 December | Last Day of Autumn Term |
| Sunday, 23 December - Thursday, 3 January | Winter Break |

Spring Term 2019

| | |
|---|--------------------------|
| Sunday, 6 January | First Day of Spring Term |
| Sunday, 10 February - Thursday, 14 February | Half Term Break |
| Thursday, 28 March | Last Day of Spring Term |
| Sunday, 31 March - Thursday, 11 April | Spring Break |

Summer Term 2019

| | |
|-----------------------------------|---------------------------------------|
| Sunday, 14 April | First Day of Summer Term |
| *Sunday, 5 May | *Holy Month of Ramadan Expected Start |
| Sunday, 2 June - Thursday, 6 June | Half Term Break |
| *Tuesday, 4 June | *Eid al Fitr |
| Thursday, 27 June | Last Day of Summer Term |

**These dates are subject to change in line with official holidays in Qatar or Ministry of Education regulations.*

Parents are advised not to make travel plans at times when the dates of holidays may change. Compass International School Doha reserves the right to make amendments to these dates as and when necessary and will endeavor to give as much notice as possible.

Be Ambitious



Gharaffa Campus

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

General Enquiries: +974 4034 9666

Email: info.gh@nais.qa

Madinat Khalifa Campus

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

General Enquiries: +974 4034 9888

Email: info.mk@nais.qa

Rayyan Campus

Waadi Elghusn Street, Building 14,
Street 856, Zone 53
Doha, Qatar

General Enquiries: +974 4034 9777

Email: info.ry@nais.qa

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