

Primary Years Programme Gr 1 - Gr 5 Parent Handbook



Table of Contents

OUR MISSION AND VISION	3
COVID-19 PROCEDURES	4
START AND END TIMES	5
ARRIVAL AT SCHOOL	5
ID BADGE	6
ATTENDANCE AND PUNCTUALITY	6
DROP OFF	6
LATE ARRIVAL	6
IN SCHOOL	7
LEAVING SCHOOL	8
GATE PASSES	8
EARLY PICK UP	8
SCHOOL BUS	8
YEARLY CLASS ORGANISATION	8
AFTER SCHOOL ACTIVITIES (ASA) & FIELDTRIPS	9
SCHOOL COMMUNICATION	9
BIWEEKLY NEWSLETTER	10
BOOKBAG	10
PRIMARY YEARS PROGRAMME (PYP)	14
SUBJECTS	14
EAL	14
ARABIC A	14
ARABIC B	14
ISLAMIC STUDIES	15
MORAL EDUCATION	15
UAE SOCIAL STUDIES	15
FRENCH	15
NUMERACY (MATHEMATICS)	15
LITERATURE (ENGLISH)	15

UNIT OF INQUIRY (incorporating many subjects including Science & Social Studies)	15
VISUAL ARTS, MUSIC AND DRAMA	16
CONTACT DETAILS	17

OUR MISSION AND VISION

OUR MISSION

At Fairgreen International School in Dubai, our mission is to provide an exceptional international education that embraces sustainability in all its forms.

OUR VISION

Our vision is to be an exemplary learning community that promotes purposeful and innovative solutions for a sustainable world.

OUR PILLARS

As a member of the Fairgreen International School educational family, you will have the opportunity to experience and bring alive the central pillars that drive our journey to educational excellence.

1. Academic Growth & Achievement
2. Sustainability
3. Character
4. Wellbeing
5. Innovation
6. International Mindedness
7. Social Responsibility



**ACADEMIC
GROWTH &
ACHIEVEMENT**

With individualized learning and inquiry-based teaching methods, Fairgreen students set and achieve their educational goals, guided by dedicated and caring teachers and staff.



SUSTAINABILITY

Students, teachers, parents and the entire Fairgreen community are committed to living a sustainable lifestyle by treading mindfully on our planet, supporting sustainable businesses, and being ambassadors of sustainable living.



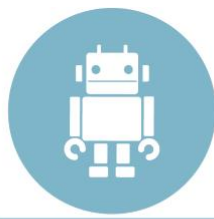
CHARACTER

Fairgreen students learn how to access the psychological, social, cultural and physical resources required to sustain their wellbeing, developing resilience and ethics, building essential life skills, and responding positively to adversity.



WELLBEING

The Fairgreen community takes a happy and healthy approach to physical, social, mental and emotional wellbeing by creating an environment where students feel safe and connected, learn good nutrition, and adopt fitness as a lifelong habit.



INNOVATION

From the early years, curiosity and imaginative thinking are cultivated as the building blocks to innovation, and Fairgreen's project-based approach encourages students to actively pursue creative solutions throughout their learning journey.



**INTERNATIONAL
MINDEDNESS**

With local and global contexts integrated into learning opportunities, Fairgreen students appreciate their position in a global classroom, learning the values of tolerance, open-mindedness, acceptance and respectful dialogue.



**SOCIAL
RESPONSIBILITY**

Fairgreen students are driven by their pledge to make the world a better, more peaceful place. Fairgreen offers a broad range of opportunities to make a meaningful impact, both locally and globally.

COVID-19 PROCEDURES

START AND END TIMES

We will stagger the start and end times of school so that we have fewer students gathering together on entry and on leaving the school. These timings have now been approved by KHDA. Please note these timings as they are different to last year.

The staggered start times are as follows;

- PreK and KG1 will start at 7:50am
- KG2, G1 and G2 at 8:00am
- G3 - G10 at 8:10am

In this way, ALL entrances can be used to increase the speed of entrance and decrease social mixing. Parents with students who span these groups and are not able to make return trips may drop their children together, with children going straight to classrooms from 7:50 a.m. onwards. Families should arrange for siblings to be dropped off at the youngest child's arrival time. Older siblings will be admitted to the classroom early.

Staggered departure times are:

- PreK - 1:30pm
- KG1 - 1:30pm
- KG2, G1 and G2 - 3:10pm
- G3 - G10 - 3:30pm

ARRIVAL AT SCHOOL

Grade 1 students and upwards will be directed from one of the entrance gates to classrooms. Children and parents should wash hands thoroughly before leaving the house and check their temperature is not 37.5°C or above. If it is, they should stay at home. No one with a temperature of 37.5°C or above is allowed on campus. Any child with a temperature of 37.5 C or above will go to the sports hall and will have their temperature checked again to see if they have cooled down. If their temperature is still above the required level, they will be taken to the specified isolation room (swimming pool changing room) and to be referred to Nurse Jane.

In the event of Covid-19 symptoms a member of school leadership, or the school nurse or doctor will phone a parent to arrange immediate pick up of the child. The parent will then take their child home, and the nurse will call Reception to log their exit. The child should undergo PCR testing and submit a negative result to the school before they can return to school.

All students and staff will have their temperature taken before entering the campus. All staff, all visitors and students from Grade 1 upwards will be required to wear masks at all times.

Unfortunately, parents of older students will not be allowed on campus unless there are exceptional circumstances. Parents of PreK, KG1 and KG2 students will be allowed on campus, with masks, but will be asked to drop off their children and not enter the building. Three separate entrances will be used:

1. The new entrance near Sustainable City field
2. Entrance adjacent to equestrian exercise area
3. Main entrance

Parents are always required to wear their ID badges when on the school premises. A visitor's pass can be obtained from the security staff when a valid EID, copy of passport or driver's license is presented. Access will not be granted without the ID Badge.

ID BADGE

How to obtain an ID Badge:

Please send an email to info@fairgreen.ae with the following:

- A clear high-resolution photo (head shot)
- Full name
- Clear copy of your Emirates ID
- Child's full name
- Child's grade
- Relation to the child

Three ID badges are given complementary per family.

For any additional ID badges, a charge of 50 AED per ID badge is levied. In case the ID badge is misplaced or lost, the cost of a new ID badge is 50 AED.

Please update us on info@fairgreen.ae when there has been a change with nannies or drivers.

ATTENDANCE AND PUNCTUALITY

Expected attendance in the Primary School is five days a week, Sunday to Thursday from morning registration at 8:00am, to 3:10pm for G1 and Gr2, and 8:10am to 3:30pm for Gr3 to Gr10.

Unexcused absences are recorded in each student's individual records and reports. Leave requests should always go through the appropriate member of staff for permission. The school will carefully consider a parent's request and take into account the child's current educational needs and attendance record.

Please see the Absenteeism Policy.

If your child is sick (absent), please notify the school before 7:30AM by sending an email to absence@fairgreen.ae or call 04 875 4999. Please note that if your child is absent for more than three consecutive days, a doctor's note is required and should be emailed to reception.

Students who show any signs of illness must not attend school and in the event of a positive Covid 19 test, school must be contacted immediately to enable contact tracing. Parents will be informed that if any member of the household has symptoms of Covid-19, they need to inform the school and refrain from sending their child to school.

DROP OFF

For children not arriving on the school bus, we kindly ask parents to drop off the children on time.

LATE ARRIVAL

If you are late to school please pass by the auditorium to sign in. You will not be able to take your child directly to class, someone from our staff will take your child/children to their class.

IN SCHOOL

All floors at the entrances will be marked with 2 meter markings. Students are on campus only for the duration of the school day – no after – school activities at this stage. Students must wash their hands before they enter the classroom: this is at the beginning of the day, after the break, after PE, before lunch, after using the toilet or any other time they enter the room, and when they leave the classroom.

Staggered playtimes will occur within the play spaces: initially, it may be too hot for outdoor play so the Sports Hall, Auditorium and empty classrooms will be used. Additional cleaning services will take place in between sessions. No assemblies or large gatherings will take place. Assemblies will be conducted via video messages as required.

Grade 1 – Grade 5 will eat lunch in their classrooms. Parents will be able to order packed lunches from the cafeteria, which will be delivered to the classroom by SwissCanonica (Our caterers) See section Cafeteria

Classrooms will have tables separated 1.5m apart and not facing each other. Additional cleaning service will take place in between sessions.

Most lessons will take place in the students; homeroom. Specialist teachers will visit those classrooms. Special considerations may be given to STEM, Art, and Science lessons for students to visit those rooms. Once a space is used, it will be cleaned/fogged with disinfectant before another class is admitted.

When students are moving around the building, they need to adhere to the following expectations. It would be helpful if parents went through these expectations. Teachers will constantly reinforce these.

They include:

- Maintain social distancing using the stickers where applicable.
- Everyone washes or sanitises their hands before moving to another section of the school.
- Keep on the right when moving up and down the stairs and through the hallways.
- Stay 2 meter apart in the hallways and on the stairs.
- Children must wash hands after using the toilet.

Use of materials:

Classrooms and use of materials

- Cleaning staff will maintain the sanitising of the classroom and materials.
- Soft toys and pillows/cushions/blankets have been removed from classrooms.
- No playdough/plasticine/clay will be used.

- Each classroom will have a box/space of materials needing to be sanitised.

Morning break play times will be staggered so that spaces will be thoroughly cleaned between these group play times. For the first few weeks, play may be indoors due to the high temperatures.

LEAVING SCHOOL

At the end of the day, students will wash their hands before lining up to be taken outside. Dismissal will be 3:10pm for Grade 1 & Grade 2, and 3:30pm for Grade 3 to Grade 10. Pick up point will be the same as drop off locations in the morning. Parents are not permitted to enter the campus unless collecting a KG2 child.

GATE PASSES

Parents of students in Grades 3-5 who live in The Sustainable City and Layan may apply for a gate pass which will allow the student to go home on their own. An email request should be sent to the teacher and the administration info@fairgreen.ae.

EARLY PICK UP

Although we understand emergencies may occur, you will not be able to collect your child from the classroom. A member of staff will pick up your child and bring him or her to the reception area.

SCHOOL BUS

Children departing on the bus will gather in the cafeteria following social distancing protocols. Each bus group will be gathered in different areas. The school bus provider, Maverick, will test the temperature of all students before they board the bus. They will also require all students to use hand sanitiser before boarding and exiting the bus. Although the schedule is staggered, students arriving by school bus will go straight to their homeroom classes as teachers will be onsite and in their homerooms from 7:50am. KG2 students who have an older sibling, and children who are departing on the bus, will be kept in their homeroom by either the teacher or teaching assistant until 3:30pm.

WHAT TO BRING TO SCHOOL

Students will bring only a clean water bottle, three face masks, and their packed lunch if they have not ordered lunch from the cafeteria. They will also bring some basic stationery items with them each day. In your child's school bag please send in a labeled pencil case, which includes the following.

Stationery requirements:

- HB Pencils
- A pencil sharpener
- A set of colored pencils
- A glue stick
- An eraser
- A ruler
- 2 x highlighters pens
- Pens
- Blunt tipped scissors

YEARLY CLASS ORGANISATION

Each year, students moving up to the next class level will be distributed with an even spread of gender, age and nationalities in each class. It also helps to ensure that new students can easily make friends and existing students can connect with other students to expand their social network.

A lot of attention is being put into making sure each student is placed in the right group according to the requirements mentioned above. Decisions are made in collaboration with both the class teacher and a member of the Senior Leader Team, therefore, parent requests unfortunately cannot be entertained.

AFTER SCHOOL ACTIVITIES (ASA) & FIELDTRIPS

Until further notice field trips and after school activities are being suspended for the time being.

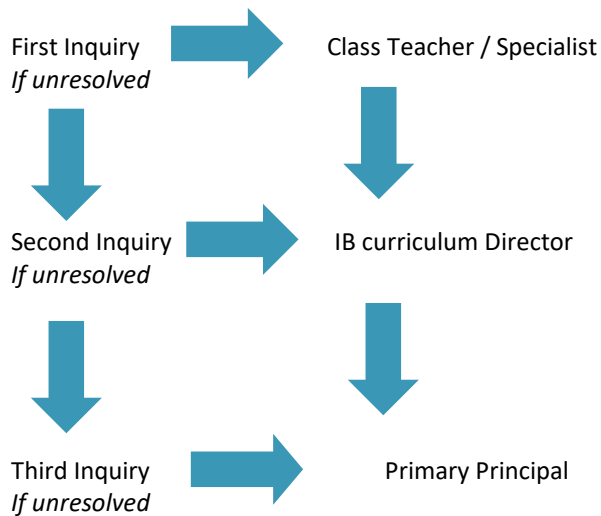
Please understand that the situation created by Covid-19 is one that is constantly changing and requires us to be agile and adaptable.

SCHOOL COMMUNICATION

We believe a good Parent Teacher Partnership is necessary for maximum child success. We have several ways of communicating with our parents. Throughout the Covid-19 restrictions, meetings can only be held via Zoom. If a meeting is needed, please send an email to the teacher and book an appointment. There will also be formal opportunities to meet with your child's class teacher such as parent/teacher/student conferences. These will be held at the end of each term.

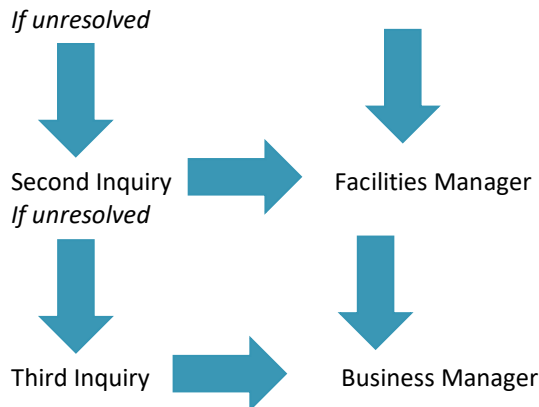
When making inquiries to the school it is vital that we ask all parents to follow the flowchart below. In most instances we have found the best person to speak with is the class teacher or the specialist. If you have other concerns regarding school cafeteria, school buses, uniform etc. then please send an email to our Receptionist, Sara Shaban, who will be your first point of contact. info@fairgreen.ae Please see the second flowchart.

Academic/Educational Matters



Parent School Communication Procedure regarding Operational Matters





EMAIL

While we encourage parents to send emails to our teachers for preferred communication, teachers are not always able to respond to emails immediately, especially when with the children throughout the day. If you need to convey an urgent message to the teacher, please call the school reception at tel: 04 875 4999

BIWEEKLY NEWSLETTER

You will be receiving a biweekly newsletter containing information about the Unit of Inquiry, Language, Mathematics, Science and other important information including important dates, field trips and activities. Another great platform used is See Saw which allows you to follow your child's learning journey.

BOOKBAG

A Bookbag is used for Daily Readers, Library books, but also any work and papers students may have worked with in school. Please do make it a daily habit to check your child's bookbag or school bag. If any documents need to be signed please have them signed and sent back to school the next day.

HOMELEARNING

At Fairgreen, we believe that education should not be restricted to the school. Our approach to home learning is supported by educational research. We believe home learning can increase self-discipline, develop personal responsibility for students' learning and develop students as autonomous and responsible learners. The amount of home learning we expect in PYP is relatively small, again based on research, but we do expect children to read a range of genres at home as well as at school.

HOME LEARNING TIMINGS GUIDELINES

For Grade 1-3 an average of 20 minutes reading and numeracy concepts every day and or unit research. For Grade 4-5 an average of 30 minutes reading and/or numeracy and/or other learning as appropriate every day. These are guidelines only, and actual home learning may differ from grade to grade and day-to-day.

ELECTRONIC DEVICES

At Fairgreen, we take a balanced approach to the use of technology. We will seek to prepare our children with the skills and attitudes they need in order to flourish in global society. In reality, this will mean periods where we intentionally disconnect from technology and experience the richness of life through our own senses not through a camera lens and enjoy the social interactions that are as much as ever, the cornerstones to a successful and happy life.

We also stress the importance of young people using technology in an effective and ethical manner. In terms of use of devices, based on best research, we have decided on the following:

All students enrolled in **Grades 3 through to Grade 5** will be required to bring a fully charged iPad on a daily basis, as part of their normal school routine. We propose the following specifications for the iPad to ensure a consistent learning setup and a rich experience for students:

- Required for students - iPad 10.2 (Wifi, 128 GB the new 7th generation iPad)
- Optional Items - Apple Pencil, Keyboard, iPad Cover options, Apple Care

Fairgreen advocates that parents purchase the AppleCare protection package for your child's iPad. Although we will educate and promote safe and responsible iPad care, accidents can happen. The AppleCare program will allow you to quickly have damaged iPads repaired, avoiding discord over any damage and preventing surprise repair costs.

We strongly recommend that you purchase your child's device from this source to avail of two key benefits:

- You will receive educational prices from an authorized source
- The device will be enrolled in the school's Device Enrolment Program (DEP) which will help in the provision of all required content and school provided applications needed for their learning.

BEHAVIOUR

Our behaviour policy is based on the principles of restitution.

Restitution - A working definition: Restitution is a process for helping students to become increasingly self-directed. Mistakes are regarded as being an important part of the learning process. Building a safe learning environment for students provides a place for both making mistakes and learning from mistakes.

Fairgreen International School has a very detailed behaviour policy, with clear expectations for students which is available for parents on our website.

In brief summary, some key points are listed below.

- Being careful and safe
- Being honest
- Listening to others
- Taking care of property
- Being kind and helpful
- Looking after our planet

SCHOOL PROPERTY

We are very proud to offer students a great green learning environment, while we teach students about sustainability, recycling, reusable energy, waste etc. Whether we are teaching students here at Fairgreen School, the surrounding areas or outside on a school trip we still care for our environment and would like to keep good care of it. Therefore, students who deliberately damage school property or when on a school trip will be sanctioned and charged. This includes but are not limited to library books, text books, school materials, school furniture, walls, outside area, or any other school property or equipment. Students who cause such damage will be responsible to cover all cost to repair or replace.

UNIFORM

All students are expected to be properly groomed for school and to wear the school uniform daily unless otherwise stated by the class teacher. Girls should tie long hair back off their faces and only small stud earrings are permitted. Comfortable and flexible shoes for PE, play and activities is what we expect from our students day to day at Fairgreen. These need to be all one colour in either black or white; or green and blue to match the Fairgreen logo.

The School uniform must be purchased from our school store:

- ❖ Khaki shorts or skirts
- ❖ Fairgreen Polo Shirt
- ❖ PE Uniform
- ❖ The Fairgreen Cardigan
- ❖ The Fairgreen Cap
- ❖ The Fairgreen Swimwear

NB: Make sure your child's uniform is labeled including jackets, caps etc.

UNIFORM STORE

The Uniform shop is open on Monday and Thursday from 8:00am - 3:00pm.

During the first week before school starts and a couple of weeks into the new academic year the uniform store will have extended working hours. Communication will be sent out prior to the dates.

HOUSE SYSTEM

Each student is allocated a house color and during sports days the students will come to school in either of these colored shirts:

IGNIS
FIRE

TERRA
EARTH

AQUA
WATER

CAELI
AIR

CAFETERIA

School lunch can be provided to children from Pre-K to Grade 10. If parents wish to purchase meals, SwissCanonica offers a variety of healthy packed meals throughout the week.

G1 to Grade 5 will eat their purchased or packed lunch in their classroom. If you wish to purchase meals this is done through SwissCanonica.

An email will be sent out with a link for parents to be able to order hot meals every day. The rate is 20 AED/meal inclusive of VAT. If you require assistance, please contact SwissCanonica's Team directly at fairgreen@swisscanonica.ae

HEALTHY EATING

All students will have a 20 minute break time in the morning and 50 minute lunch break daily. Please make sure they have plenty of food and drinks provided. Parents are requested to ensure all foods sent to school are healthy.

Items not permitted in school are sugary snacks, chocolate related foods, fizzy drinks, donuts, candy, cakes etc. We are also a **pork free school**.

Fairgreen International School carries a **nut free environment** due to severe nut allergies. please do not send in **nuts, sesame seeds, peanut butter, or any other foods containing nuts.**

Please note some foods that contain sesame and or pine nuts are Hummus, Zaatar and pesto.

Please provide your child with a spoon or fork if needed and a lunch box and water bottle that are easy to open and close by the child. Leak proof food containers are recommended. Make sure all items sent to school are labeled. Sharing food is not permitted due to allergies and diet restrictions.

A healthy diet for students is very important!

- ❖ It helps to improve their concentration, learning and behaviour.
- ❖ Promotes proper physical growth and development.
- ❖ Builds up their strength.
- ❖ Promotes resistance to infection.
- ❖ Gives plenty of energy.
- ❖ Helps them to establish healthy eating habits for life.

BIRTHDAYS

This is a time for your child to feel extra special and celebrate their birthday with classmates. What we do at school:

- ❖ Make your child feel extra special on their birthday
- ❖ Have a set period of time for your child to enjoy their class celebration
- ❖ Sing 'Happy Birthday'

LOST PROPERTY

Lost property is located at the reception on the ground floor and will be stored there until the end of each half term. Lost property is given away to local charities if not claimed. Students are reminded to check the lost property in advance. For any valuable Items that may have been misplaced whilst at school, please speak to Reception as these items are kept securely until they are claimed.

Please make sure all items are labelled with your child's name.

PRIMARY YEARS PROGRAMME (PYP)

The IB PYP is designed for students aged 3-12. It focuses on the development of the whole child as an inquirer, both in the classroom and in the world outside. It is a framework guided by six transdisciplinary themes of global significance, explored using knowledge and skills derived from six subject areas, as well as transdisciplinary skills, with a powerful emphasis on inquiry.

THE IB LEARNER PROFILER

The IB Learner Profile is a collection of research-supported attributes across the entire IB continuum. These attributes are, in effect, the personalisation of the IB aims and philosophy. The attributes we will therefore encourage and attempt to develop in our students are:

- Reflective
- Balanced
- Knowledgeable
- Open-minded
- Inquirers
- Risk-takers
- Communicators
- Caring
- Principled
- Thinkers

SUBJECTS

All PYP schools follow the IB curriculum framework. The PYP acknowledges the importance of traditional subject areas such as Language, Maths, and Science, whilst encouraging an interdisciplinary approach to learning through the combination of many subject areas. For a broader understanding we have separated the subject areas below for a quick overview of the different strands.

EAL

We offer our students support with English as an additional language. This is taught in small groups or on a one-on-one basis, supporting non-native English speakers in order for the students to improve their English skills and participate fully in the classroom activities without excessive difficulties/struggle.

ARABIC A

Arabic A is mandatory for all students registered in the school under an Arab passport. Grades 1-3 are offered 6 lessons per week, Grades 4-6 are offered five lessons per week and grades 7-12 are offered 4 lessons per week. The above is a requirement from the Ministry of Education.

ARABIC B

Arabic B is mandatory for all students in Grades 1-9 registered in the school under any nationality other than Arabic nationalities. Grades 1-9 are offered four lessons per week. From Grades 10-12, Arabic B is optional.

ISLAMIC STUDIES

Islamic Studies is mandatory for all Muslim students from Grade 1 to Grade 12, and is conducted in Arabic or English depending on the students' Arabic class (A or B).

MORAL EDUCATION

UAE Moral Education is mandatory and is taught as a stand-alone lesson from Grade 1 to Grade 12.

UAE SOCIAL STUDIES

This is mandatory from Grade 1 to Grade 9 and is integrated into the curriculum.

FRENCH

French is taught to all students from Grade 1 twice a week.

NUMERACY (MATHEMATICS)

There are five essential elements used in the PYP programme; knowledge, concepts, skills, attitudes and action. All of the above will be integrated during mathematics as they will in other subjects too. These elements will help students gain a greater overall understanding and love of mathematics. The students will achieve a solid foundation specifically in the following areas of mathematics:

- Data handling
- Measurement
- Shape and space
- Pattern and function
- Number

LITERATURE (ENGLISH)

Students learn to develop language within meaningful and enjoyable contexts. They are able to make connections, apply their learning, and transfer their conceptual understanding to new situations. This progressive conceptual development, together with an enjoyment of the process, provides the foundation for lifelong learning.

The strands of written, oral and visual language are described separately and are represented by four continuums below.

- Oral Language: Speaking and Listening
- Visual Language: Viewing and Presenting
- Written Language: Writing
- Written Language: Reading

UNIT OF INQUIRY (incorporating many subjects including Science & Social Studies)

During the Unit of Inquiry, students will be taught a range of subjects combined together. Students will learn how to recognize, examine, be aware and communicate their ideas or provide explanations using their own social & scientific experiences.

Science:

- Living things

- Earth & Space
- Materials & Matter
- Forces & Energy

Social Studies:

- Human systems and economic activities
- Social organization and culture
- Continuity and change through time
- Human and natural environments
- Resources and the environment

Personal, Social and Physical Education (PSPE strands)

During PSPE students will learn to adopt a positive attitude to learning, develop and apply strategies for critical and creative thinking, engage in inquiry, make connections, and apply new learning and skills in different contexts. In order to become successful lifelong learners, it is necessary for students to feel empowered by their learning, to value and take responsibility for their learning, to demonstrate resilience and to develop independence.

Below are the three strands:

- Identity
- Active living
- Interactions

VISUAL ARTS, MUSIC AND DRAMA

The PYP recognizes that not all learning can/should be supported solely through language, and that arts as a medium of inquiry also provide opportunities for learning, communication and expression. Learning about and through arts is fundamental to the development of the whole child, promoting creativity, critical thinking, problem-solving skills and social interactions.

These are the areas of assessment.

- Responding
- Creating

Information and Communication Technologies (ICT)

ICT is integrated across the primary years and it

- Provides opportunities for rapid feedback and reflection
- Provides opportunities to enhance authentic learning
- Provides access to a broad range of sources of information
- Provides students with a range of tools to store, organize and present their learning
- Encourages and allows for communication with a wide-ranging audience
- Documents the learning, making it available to all parties

CONTACT DETAILS

Fairgreen Reception

971 4 875 4999

info@fairgreen.ae

Admissions

971 4 875 4999 ext. 3510

admissions@fairgreen.ae

Accounts

971 4 875 4999 ext. 3540

accounts@fairgreen.ae

We sincerely hope your child has a learning experience full of discovery, fun and awe. Welcome to the Fairgreen family!