

NANJING INTERNATIONAL SCHOOL

Strategic Policies

Nanjing International School – an Inclusive Learning Community
Inspiring International Mindedness, Personal Excellence, Creative Thinking

Students demonstrating personal excellence are inquirers, knowledgeable, thinkers, communicators, principled, open-minded, caring, risk-takers, balanced and reflective.

The Board oversees the governance of the school on behalf of parents who are all members of this non-profit association.

The Objectives of NIS are:

- To operate as a non-profit association of parents
- To challenge students to develop intellectually, physically and emotionally to their fullest potential
- To be authorized and accredited by the IB so the education is internationally transferable
- To provide a supportive learning atmosphere underpinned by personal attention and state-of-the-art facilities
- To serve as a bridge between the international community and the host community of Nanjing, as well as a resource for facilitating a family's transition to China
- To operate in accordance with Chinese laws and local authorities' regulations and directives

The NIS Board determines general policy guidance to the operations of NIS to include the academic calendar, the curriculum, the budget, tuition fees and finances of NIS. It appoints a School Director, creates a development plan for present and future NIS facilities. To this end, the Board has established specific "Strategic Policies" that serve as a foundation for school governance. The Director is responsible for translating these policies into specific procedures, rules and/or regulations.

A. Our exemplary International Baccalaureate programmes shall be designed, reviewed and assessed to promote personal excellence for all NIS students

As part of the policy:

1. A challenging, engaging and coherent written curriculum and review cycle that addresses the needs of all learners shall be maintained.
2. A comprehensive plan for assessing student learning shall be an integral part of the academic programme.
3. Educational programmes and their implementation shall reflect the principles of enduring understanding, inquiry and an emphasis on educating the whole child.
4. The school shall encourage students to be happy and fulfilled individuals.
5. The International Baccalaureate emphasis on service education shall be supported and maintained.
6. The use of technology to support student learning shall be supported and maintained.
7. Accredited status with the Council of International Schools, a reputable US accrediting agency shall be maintained.
8. The School year shall consist of no less than 180 attendance days for students. Attendance days include both on campus and distance learning

B. Inclusion, with emphasis on diversity, shall be respected and developed within the NIS community.

As part of the policy:

1. A diverse student body shall be accepted without discrimination.
2. A diverse student body shall be maintained in the classroom with no more than 30% of any one national group within the school.
3. A diverse student body shall be admitted based on the School's capacity to meet the educational needs of the applicant.
4. An inclusive educational programme shall be in place to develop students intellectually, physically, socially and emotionally to their fullest potential.
5. A diverse Board shall require representation from different nationalities and competencies in its membership.
6. A diverse staff shall include a teaching faculty where no one nationality constitutes a majority

C. Quality international and local staff members shall be recruited and retained who consistently support, promote and apply the School mission.

As part of the policy:

1. All staff shall meet expected standards of performance as part of an appraisal system with emphasis on professional growth.
2. Staffing shall support the educational plan and promote appropriate achievement for each student.
3. The school shall offer a competitive salary and benefits package to attract and retain quality staff.
4. The school shall encourage staff to be happy and fulfilled individuals.
5. The Board shall approve any changes to the salary and benefits package for staff.

D. The School's learning environment shall be safe, secure, healthy, environmentally sustainable and supportive of the School mission.

As part of the policy:

1. The school shall develop and maintain state-of-the-art facilities.
2. The school shall aspire to be an environmentally conscious campus through student community action and use of new and developing technologies.
3. The school shall have clear Child Protection procedures

E. Financial planning and resource allocation procedures shall be adequate to ensure the short and long-term financial security of the School.

As part of the policy:

1. Financial statements shall be approved in accordance with International Financial Reporting Standards.
2. An independent firm shall, on an annual basis, audit the School's financial statements for approval by the Association membership.
3. The Board shall approve an annual budget for the School before the end of May each school year for the following academic year.
4. NIS shall make every attempt to maintain operating reserves equal or no less than **20%** of anticipated budget expenses.
5. Financial procedures shall be maintained in a Financial Handbook, which is to be reviewed annually by the Board Finance Committee.

F. Institutional development and community engagement shall support the School's mission.

As part of the policy:

1. The School shall be a resource for the school community to connect across cultures and perspectives.
2. The School community shall have opportunities to use its campus facilities within a determined schedule beyond the school timetable.
3. The Parent Teacher Association (PTA) welcomes, connects and supports parents/guardians, teachers/staff and students at NIS in the spirit of promoting a collaborative and inclusive school community. The PTA operations are guided by a constitution – the PTA constitution – which is approved by the Board.

G. The Board, in collaboration with the Administration, shall establish specific processes for planning and criteria for measuring achievement of the School's mission.

As part of the policy:

1. Annually the Board shall develop and/or review the School's long term plan and goals to realize the School's mission.
2. The Board shall ensure that an appropriate and regular risk management process is in place.
3. The Board and Director shall be evaluated annually.