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FRIENDS OF FOBISIA MEMBERSHIP PACK

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FOBISIA

ESTABLISHED IN 1988

FOBISIA Chair | Mr. Anthony Rowlands | anthony.rowlands@bisvietnam.com
FOBISIA CEO | Mr. John Gwyn Jones | ceo@fobisia.org

RE INVITATION TO APPLY FOR FRIENDS OF FOBISIA MEMBERSHIP FOR YOUR SCHOOL

FOBISIA is strengthening its connections with independent and other schools in the UK, as well as British international schools beyond Asia, through the Friends of FOBISIA network, so that such schools can also enjoy some of the benefits of being part of the Federation's growing family of members.

The relationships forged through the Friends of FOBISIA will assist to equip teachers and students (and their families) looking to move into Asia with the knowledge and support they need to flourish. Similarly, it will provide meaningful connections for FOBISIA's Member School community seeking to move out of the region, especially for those returning to the UK.

The Friends of FOBISIA network creates a broader platform to promote the work the Federation does to support its Member Schools in Asia, and to enrich the British connected communities of global citizens.

Membership is open to either a UK school (Independent or state) or a British school overseas (beyond Asia). The school must meet the same expectations as full FOBISIA Member Schools with respect to standards and, as such, will need to have been fully accredited or inspected by a recognised inspection agency. The Head or Principal is the official representative of the school (and the primary contact).

To apply for membership of FOBISIA, please prepare a **Letter of Introduction**, which is an official letter from the Head of School (max. one A4-page) on the official school letterhead. In that letter please:

- Demonstrate the relationship between the school and British education in the UK and how it aligns with FOBISIA's values.
- Outline the reasons for wanting to become a Friend of FOBISIA, and how it will enrich your school community as well as FOBISIA; and
- A commitment to FOBISIA's Code of Professional Conduct.

Please also include either evidence of membership of a British Association (e.g. AoBSO, COBIS, HMC) and/or confirmation letter of the most recent successful inspection/accreditation from the relevant inspection agency and email them, along with your **Letter of Intent**, to FOBISIA (To: info@fobisia.org):

- **Initial Application**

www.fobisia.org

39/4 Todsamon Clubhouse Building, M Fl, Soi Lasalle 39/1,
Sukhumvit 105, Bangna, Bangkok, Thailand, 10260

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Upon receiving the Letter of Introduction and evidence of membership or accreditation, FOBISIA HQ will circulate our member schools with your expression of interest in becoming a Friends of FOBISIA member as well as submit the documentation to the FOBISIA Membership Committee for its approval.

As Friends of FOBISIA are officially recognised as members of the Federation, you are required to sign FOBISIA's Professional Code of Conduct. Once the FOBISIA Membership Committee is confident that the school aligns with FOBISIA's values and is willing and able to meet FOBISIA's Code of Conduct, your status as a Friend of FOBISIA will be confirmed and you will be issued with the Friends of FOBISIA certificate and badge.

Becoming a Friend of FOBISIA provides the following opportunities for your school:

- Opportunities to attend the Annual FOBISIA Leadership Conference, space permitting.
- A listing on the FOBISIA website; in FOBISIA's termly newsletter for Member Schools, THE FOBISIAN; and in FOBISIA's Membership Handbook & Directory.
- Use of the FOBISIA "Friends of FOBISIA" badge for marketing purposes consistent with guidelines
- Opportunities to participate in networking and professional development events and activities, space permitting.

The fee to become a Friend of FOBISIA is 500 pounds per year. A Friend of FOBISIA school is offered a three-year membership. This is renewable upon review of the membership towards the end of the third year of membership.

Should you have any further queries, please do not hesitate to contact me. We look forward to receiving your application.

Yours sincerely,



Martin Towse
Chair, FOBISIA Membership Committee

www.fobisia.org

39/4 Todsamon Clubhouse Building, M Fl, Soi Lasalle 39/1,
Sukhumvit 105, Bangna, Bangkok, Thailand, 10260



Friends of FOBISIA Application

Friends of FOBISIA Information:

Name of School:

Address:

Telephone:

Email Address:

Company Billing Name:

Billing Tax ID:

Accounts Contact person:

Accounts' email address:

Head of School Information:

Head of School Name:

Date of Appointment:

Head's email:

Head PA's Name:

Head PA's email:

In applying to become a Friends of FOBISIA Member, please add your comments to the statements below:

1. In submitting my school's application to become a Friend of FOBISIA member, I believe that we would benefit from

2. If we become members of Friends of FOBISIA, I feel our school would bring value by

3. Please provide either confirmation of an inspection/accreditation from a recognised Inspectorate agency (Please attach a copy of Certificate with the application form) and /or your membership to a school association e.g HMC, AoBSO, COBIS etc.

Signature

Signed by Head of School

Name of Head of School

Date of Signature

DD

MM

YY



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Code of Conduct for Friends of FOBISIA Member Schools

In being admitted to the Federation, the following expectations must be met by Friends of FOBISIA Member Schools.

- Communication with FOBISIA HQ, FOBISIA Member Schools and other FOBISIA Members must be conducted in an open, clear, and co-operative manner.
- Friends of FOBISIA Member Schools must comply with the letter and spirit of all applicable laws, rules, regulations and requirements of Singapore, their country of residence and any other country within which they operate, as well as the FOBISIA Constitution and By-Laws.
- Friends of FOBISIA Member Schools must promote professional standards within the international education industry.
- The FOBISIA membership status of a Friend of FOBISIA Member School must be correctly described on all publicly available materials at all times, and that upon the cessation of FOBISIA membership (whether because it has been cancelled, has lapsed or otherwise), all representation of the association with FOBISIA will also cease.
- Friends of FOBISIA Member Schools must act in the best interests of FOBISIA's membership.
- Friends of FOBISIA Member Schools must safeguard confidential information in relation to FOBISIA or FOBISIA Members which they may have obtained by virtue of their association with FOBISIA. They must ensure that such information is used only for the purpose intended and not in an unprofessional or unlawful manner (including to procure a personal or business advantage).
- Friends of FOBISIA Member Schools must avoid actual or perceived conflicts of interests at all times. For the purposes of this section, a "conflict of interest" is considered to exist in a situation where the individual has or is perceived to have competing professional or personal interests preventing them from acting in the best interests of FOBISIA and FOBISIA Members.
- Friends of FOBISIA Member Schools must have adequate provision for child protection/safeguarding where they are working directly with children.

Friends of FOBISIA Member Schools agree to accept all decisions of the FOBISIA Board as final and binding.

Signature: _____

Name: _____

Date: _____



Friends of FOBISIA Membership FAQs

1. What is FOBISIA?

FOBISIA is a registered society in Singapore with its HQ located in Thailand. It is a not-for-profit Federation of British international schools in Asia. FOBISIA is the premier Federation in Asia supporting and promoting high-quality British-style international education.

2. How is FOBISIA governed?

FOBISIA's governance is defined by its constitution and by-laws. FOBISIA has an elected Board that oversee the Federation's Governance; FOBISIA has its HQ in Bangkok, Thailand

3. What is FOBISIA's Mission?

It is FOBISIA's Mission to deliver value for our members by ensuring high quality British-style international education through shared professional development, student enrichment and mutual support between Member Schools in the region.

With more than 30 years of shared history, the FOBISIA family is a diverse and inclusive community of global citizens. As a growing Federation, FOBISIA prides itself on the provision of quality British-style international education while maintaining the highest standards of professional conduct. All Member Schools are either accredited or working towards accreditation with leading institutions. FOBISIA is more than a group of schools; it is about what members can bring to the Federation and the way they work together that makes it unique. FOBISIA Member Schools are all committed to bringing value, maintaining standards and living the ethos of the Federation for the benefit of all.

4. What is the 'Friends of FOBISIA' network?

FOBISIA is strengthening its connections with independent and other schools in the UK, as well as British international schools beyond Asia, through a Friends of FOBISIA network, so that such schools can also enjoy some of the benefits of being part of the Federation's growing family of members. The relationships forged through the Friends of FOBISIA will assist to equip teachers and students (and their families) looking to move into Asia with the knowledge and support they need to flourish. Similarly, it will provide meaningful connections for FOBISIA's Member School community seeking to move out of the region, especially for those returning to the UK.

By its very nature, the British international education space is characterised by a degree of transience. Its teaching and student communities tend to move around within Asia (often between Member Schools), and beyond, especially back to the UK. Similarly, there is a steady supply of new and established teachers seeking to experience working in British international schools overseas, including in Asia and elsewhere.

The Friends of FOBISIA network creates a broader platform to promote the work the Federation does to support its Member Schools in Asia, and to enrich the British education experience and learning outcomes elsewhere; ultimately in the spirit of developing connected communities of global citizens.

5. What are the benefits of becoming a 'Friend of FOBISIA'?

Becoming a Friend of FOBISIA provides the following opportunities for schools:

- Opportunities to attend the Annual FOBISIA Leadership Conference, space permitting.
- A listing on the FOBISIA website; in FOBISIA's termly newsletter for Member Schools, THE FOBISIAN; and in FOBISIA's Membership Handbook & Directory.
- Use of the FOBISIA "Friends of FOBISIA" badge for marketing purposes consistent with guidelines; and
- Opportunities to participate in networking, professional development, and student enrichment events, space permitting and on a case by case basis.

6. Who can become a 'Friend of FOBISIA' and how do they go about it?

There is not a long list of criteria that qualify a school to become a Friend of FOBISIA, however the school must be either a UK school (Independent or state) or a British school overseas (beyond Asia). The school must meet the same expectations as full FOBISIA Member Schools with respect to standards and as such will need to have been fully accredited by a FOBISIA-approved inspectorate. The Head or Principal is the official representative of the school (and the primary contact).

In order to become a Friend of FOBISIA, a school must firstly meet the above criteria and secondly send a Letter of Introduction to FOBISIA. The Letter of Introduction should:

- Be on official school letterhead.
- Demonstrate the relationship between the school and British education in the UK and how it aligns with FOBISIA's values.
- Outline the reasons for wanting to become a Friend of FOBISIA, and how it will enrich the school community as well as the FOBISIA; and
- A commitment to FOBISIA's Code of Professional Conduct.

Upon receiving the Letter of Introduction, FOBISIA HQ will liaise with FOBISIA's Membership Committee and upon their agreement, arrange a virtual meeting with the Head of School and an identified representative of FOBISIA. As Friends of FOBISIA are officially recognised as members of the Federation, they are required to sign FOBISIA's Professional Code of Conduct. Once the FOBISIA Membership Committee is confident that the school

aligns with FOBISIA's values and is willing and able to meet FOBISIA's Code of Conduct, their status as a Friend of FOBISIA is confirmed and they are issued with their Friends of FOBISIA certificate and badge.

7. Is there a limit on how many schools can be a 'Friends of FOBISIA' member?

will ultimately cap the number of schools that can join the Friends of FOBISIA network at not more than 20% of its school membership.

8. Is there a membership fee and how long is a membership term?

A Friend of FOBISIA school is offered a three-year membership. This is renewable upon review of the membership towards the end of the third year. The fee to become a Friend of FOBISIA is 500 GBP (950 SGD) per year, charged at the start of each year.