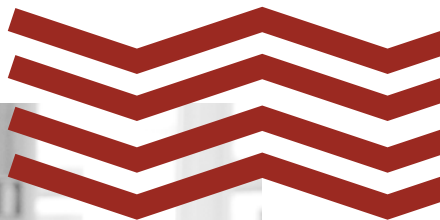


# NEW STUDENT HANDBOOK



2024-2025  
SCHOOL YEAR

# Welcome to EAB!

I am thrilled to welcome you to the American School of Brasília (EAB) and to introduce myself to the EAB community, as its new Head of School. I am super excited to be part of our school's team and eagerly looking forward to meeting each of you.

One of the things that attracted me most to EAB is its legacy of serving families of Brasília with great dedication for over 60 years. EAB's rich history, its depth of experience, and its commitment to excellence have made our school a top choice for families in Brasília.

There are many things to love about EAB. I expect that you will especially appreciate our diversity and the opportunity it affords to learn from so many different people. I also expect that you'll love the outstanding teachers and instructional assistants on our team. Over half of our teaching team is from the United States, Canada, New Zealand, Australia, and the United Kingdom. Our Brazilian teachers have worked in the very best private and public schools in Brazil prior to coming to EAB. Every single member of our team is committed to serving our students' diverse needs within an environment that promotes a well-rounded education of each child in our care.

Most of all, I think you'll love the warmth and welcoming attitude of the EAB community. As stated in our mission, EAB challenges students to be learners who inspire other learners to be curious, principled, and bold thinkers. While academic excellence is essential, it is equally important that our students grow to be balanced global citizens who positively impact the world through excellence in academics, activities, arts, leadership, and service. Our service-learning programs, athletic offerings, and robust arts programs are just a few of the many ways we help our students grow.

We invite our families to contact me or any member of the EAB team to learn more about the diverse ways in which EAB can serve your family. It is a true pleasure to welcome you to EAB with the same spirit and energy with which this community has welcomed me! I am sure that you'll be as excited as I am to be part of the EAB family!

Sincerely,



**DR. CHARLIE  
SCHLEGEL**  
*HEAD OF SCHOOL*





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# NEW STUDENTS: GETTING READY FOR SCHOOL CHECKLIST

Welcome to the American School of Brasília (EAB) community! Here are some important reminders to help you start the school year strong.



## CHECKLIST

### BY JUNE

- Turn in all required documentation to the Admissions Office (CPF numbers, documented blood type, immunization forms, transcripts)
- Sign 2024-2025 School Contract

### BY JULY

- Pay the first invoice and application fee
- Purchase school supplies (**see list**; laptops are required for students in Grades 6-12)
- Purchase EAB Uniform (see page 25)
- Confirm your attendance at New Family Orientation Event

### BEFORE THE FIRST DAY

- Classroom assignments for Lower School students will be shared and Upper School students will be able to access their schedules on PowerSchool.
- Confirm your email address, local address and phone numbers with Admissions, so it's reflected in our system
- Ensure you know which entrance (main or back) to drop off your children
- Email the Lower and/or Upper School secretaries with the names of anyone, in addition to the parents, who are authorized to pick up your children

# IMPORTANT INFORMATION



## REQUIRED DOCUMENTATION

To finalize your child's enrollment, all students must submit their most recent school records to the Admissions office by the end of July. The required documents vary based on the type of school your child previously attended:

- For students coming from Brazilian schools: Please submit the "Declaração de Transferência" and the original "Histórico Escolar."
- For students coming from schools outside of Brazil:
  - Grades 1-9: Submit the final report card from the last completed school year (June 2024 or January 2025 if joining mid-year).
  - Grades 10-12: Provide the original high school transcript or report cards from Grade 9 onwards to ensure they count toward high school records.

Optional documentation includes verified transcripts via apostille or consular seal. Please refer to the **attached letter** for further details.



## CONTRACT AND PAYMENT

To begin attending classes, the school contract must be electronically signed by the parent responsible for billing. If tuition is billed directly to an Embassy, a second signature from the Embassy representative may also be required. Please note, the contract must be signed prior to submitting payment.

Each student is required to pay an application fee of R\$550. Tuition fees vary by division, and additional charges apply for International Priority or Guarantee students.

The billing cycle runs from July 2024 to June 2025, with payments due monthly. This includes an enrollment fee (equivalent to one month's tuition) and eleven monthly tuition payments, totaling twelve payments for students enrolled year-round. Students who join after the school year begins will be billed for the months they attend, along with the enrollment fee.

Please allow up to 48 hours after the first payment for the Business Office to clear a new student for attendance. Clearance is necessary before a student can begin classes.

For any financial inquiries, feel free to contact the Business Office at [businessoffice@eabdf.br](mailto:businessoffice@eabdf.br).



### TECH TRAINING

All Upper School students (Grades 6-12) are required to bring a laptop computer with a charger to school every day. Please note that iPads are not allowed due to compatibility issues with apps, Windows, and internet usage. Tech training will be provided during the New Family Orientation, and students must bring their laptops to this event. If you are unable to attend, tech training can be scheduled at a later date for those arriving after the orientation.



### LOWER SCHOOL CLASS PLACEMENT

Once you have signed the school contract and completed the first payment, your Lower School child (K3 to 5th Grade) will receive their classroom placement the week before the first day of school.



### MIDDLE AND HIGH SCHOOL SCHEDULES

After signing the school contract and making the first payment, Upper School students (Grades 6 to 12) will be

able to access their schedules on PowerSchool a few days before the first day of school.



### NEW FAMILY ORIENTATION EVENTS

We host two New Family Orientation events each year, scheduled for Saturday, August 3, 2024, and Tuesday, January 14, 2025. During these events, we warmly welcome all new families, students, and parents to our school. The day includes introductions from the Head of School and the Admissions team, sessions with division principals (Lower School, Middle School, High School), counselor meetings, a campus tour led by student ambassadors, and tech training for Upper School students.



### EAB UNIFORM

Please ensure you purchase the official EAB uniform before the first day of school. Uniforms are mandatory for all EAB students during school hours. For more details, please refer to the EAB Uniform section on page 25.



### SCHOOL SUPPLIES

At EAB, we strive to make the start of the school year as smooth as possible. Most school supplies and curriculum materials are included in your tuition and will be provided by the school. However, there are a few items that students will need to bring from home.

For a complete list of required supplies, please refer to the **attached document**, which outlines the needs for each division.



### TRANSPORTATION

For outsourced transportation services (bus/van), we are

aware of the following companies which have been serving EAB families for several years. Please note that while these companies are familiar to our community, EAB is not affiliated with or liable for their services.

- BSB Transportes: (61) 99989-7552 / (61) 99217-7764  
bsbtransportes@uol.com.br
- Transcassimiro: (61) 3244-0787 / (61) 99983-6929

For families affiliated with the US Embassy, please reach out to the CLO office for information regarding bus services, as the embassy coordinates this transportation for its students.



# IMPORTANT DATES

**FIRST DAY OF SCHOOL:** MONDAY, **AUGUST 5**, 2024 AT 8:00 AM

## SCHEDULE FOR FIRST WEEK OF SCHOOL

K3	<ul style="list-style-type: none"><li>• Half day all week (8:00 am - 12:00 pm)</li><li>• On Wednesdays, the start time is 9:00 am</li></ul>
K4	<ul style="list-style-type: none"><li>• Half day on Monday and Tuesday (8:00 am - 12:00 pm)</li><li>• Full day on Wednesday (9:00 am - 3:00 pm)</li><li>• Full day on Thursday and Friday (8:00 am - 3:00 pm)</li></ul>
K5	<ul style="list-style-type: none"><li>• Half day on Monday (8:00 am - 12:00 pm)</li><li>• Regular schedule for the rest of the week (8:00 am - 3:00 pm).</li><li>• Please note that on Wednesdays, the start time is always 9:00 am.</li></ul>
LOWER SCHOOL (GRADES 1-5) AND UPPER SCHOOL (GRADES 6-12)	<ul style="list-style-type: none"><li>• Half day on Monday (8:00 am - 12:00 pm)</li><li>• Regular schedule for the rest of the week (8:00 am - 3:10 pm).</li><li>• Please note that on Wednesdays, the start time is always 9:00 am.</li></ul>

**FIRST DAY OF SCHOOL IN SEMESTER 2:**  
WEDNESDAY, **JANUARY 15**, 2025 AT 9:00 AM



# 2024-2025 SCHOOL CALENDAR

## JULY 2024

S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

## AUGUST 2024

S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

AUG 5: First Day of Classes  
AUG 10: Welcome Back BBQ  
AUG 17: Play & Learn Saturday\*\*

## SEPTEMBER 2024

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

SEP 6: School Holiday  
SEP 7: Brazilian Independence Day  
SEP 14: Play & Learn Saturday\*\*  
SEP 19: Half Day\*  
SEP 21: Play & Learn Saturday\*\*  
SEP 28: Homecoming

## OCTOBER 2024

S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

OCT 05: Play & Learn Saturday\*\*  
OCT 12: Our Lady of Mercy Holiday  
OCT 14-18: October Break - School Closed  
OCT 15: Educators' Day Holiday  
OCT 26: Halloween

## NOVEMBER 2024

S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

NOV 2: All Souls Day Holiday  
NOV 9: TEDx at EAB  
NOV 15: Proclamation of the Republic Holiday  
NOV 20: Black Consciousness Day - Holiday  
NOV 23: Wellness Day  
NOV 28-29: Thanksgiving Holiday  
NOV 30: Protestant's Day Holiday

## DECEMBER 2024

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

DEC 06: Half Day\*  
DEC 07: Play & Learn Saturday\*  
DEC 13: Last Day of Classes (Half Day)

# 2024-2025 SCHOOL CALENDAR

## JANUARY 2025

S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

JAN 14: New Family Orientation (Semester 2)  
JAN 15: First Day of Classes  
JAN 25: Play & Learn Saturday\*\*

## FEBRUARY 2025

S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	

FEB 1: Play & Learn Saturday\*\*  
FEB 15: World Fest  
FEB 21: Half Day\*

## MARCH 2025

S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23/30	24/31	25	26	27	28	29

MAR 03-04: Carnival Holiday  
MAR 05-07: March Break - School Closed  
MAR 15: Math Festival  
MAR 29: Environmental & Service Day

## APRIL 2025

S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

APR 5: Science Fair  
APR 10: Half Day\*  
APR 12: Play & Learn Saturday \*\*  
APR 18: Good Friday Holiday  
APR 21: Brasilia's Anniversary & Tiradentes Holiday  
APR 26: Celebration of the Arts

## MAY 2025

S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

MAY 1: Labor Day - Holiday  
MAY 2: School Holiday  
MAY 10: Play & Learn Saturday \*\*  
MAY 23: Half Day\*  
MAY 24: Festa Junina  
MAY 31: Commencement Ceremony

## JUNE 2025

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

JUN 1: Last Day of Classes

\*STUDENTS ARE DISMISSED AT 12 PM ON ALL "HALF DAYS". | \*\* TO LEARN MORE ABOUT THE THEME FOR EACH PLAY & LEARN SATURDAY, PLEASE CONSULT THE EAB EVENTS CALENDAR

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# HOW WE COMMUNICATE

Effective communication between school and home is essential for a successful school experience, and it can take many forms, as outlined below.

When you have a question or concern, we recommend checking the “Lines of Communication” section (see page 21) to help you identify the best point of contact at EAB.

The primary channels through which EAB communicates are:

## 1 THE BULLETIN

Our weekly newsletter, The Bulletin, is sent out every Friday morning via email. It serves as your go-to source for all upcoming school events, important announcements, and insights into our teaching and learning processes.

Each issue of The Bulletin also includes dedicated sections for **Lower School**, **Middle School**, and **High School**, providing tailored information for each division.

We strongly encourage all parents to read The Bulletin every week to stay informed and connected. If you are not receiving the newsletter, please contact **communications@eabdf.br** to verify that we have your correct email address.

## 2 EMAIL COMMUNICATION

At EAB, we are committed to promoting environmental stewardship and responsible citizenship, so we minimize paper-based communication. As a result, it's important that parents regularly check their email to stay up-to-date with information from the school.

For K3 to Grade 4, Seesaw is the preferred method for contacting teachers. From Grade 5 to 12, email is the way to contact teachers. For urgent matters, please reach out to the divisional secretary, who can promptly relay important messages.

All financial communication, including updates from the Business Office, will also be sent via email. For any questions related to fees or payments, please contact us at **businessoffice@eabdf.br**.

## 3

### WEBSITE & PORTAL

You can find important information on our website at **www.eabdf.br**. Additionally, parents have access to PowerSchool, our online platform where you can view your child's schedule and grades.

To access PowerSchool, go to **eab.powerschool.com** and use the District Code: QCQG. When logging in for the first time, enter the email address you provided to EAB as both your username and email. To create a password, click 'Forgot Password', and follow the instructions sent to your email via the reset link.

For Lower School parents, PowerSchool provides only basic information. However, the platform becomes much more comprehensive for parents of students in Grades 6 and above, offering access to class schedules, assignment tracking, test dates, and grades.

If you have any questions about the platform or encounter login issues, please contact the Tech Department at **support@eabdf.br** for assistance.

## 4

### PARENT-TEACHER CONFERENCES & MEETINGS

Parent-teacher conferences are scheduled at the end of the first and third quarters to discuss your child's progress.

These meetings are essential for understanding your child’s development, and we strongly encourage all parents to attend. If needed, English-Portuguese translation is available. If you wish to discuss your child’s progress or have specific concerns outside of these scheduled conferences, please feel free to reach out to your child’s teacher via email (or via Seesaw in Lower School). This allows for ongoing communication and ensures your questions and information are addressed promptly.

## 5 SEESAW (K3 - GRADE 4)

Teachers in K3 through Grade 4 regularly communicate classroom activities and share student work and progress with families through Seesaw, a downloadable app that offers a glimpse into your child’s educational journey. The app allows teachers to share photos, videos, and other evidence of learning, providing parents with a comprehensive view of their child’s progress. Teachers also use Seesaw to send messages, which can be directly replied to by parents. Families will receive an email with a link or code from the teacher to join the classroom stream on Seesaw.

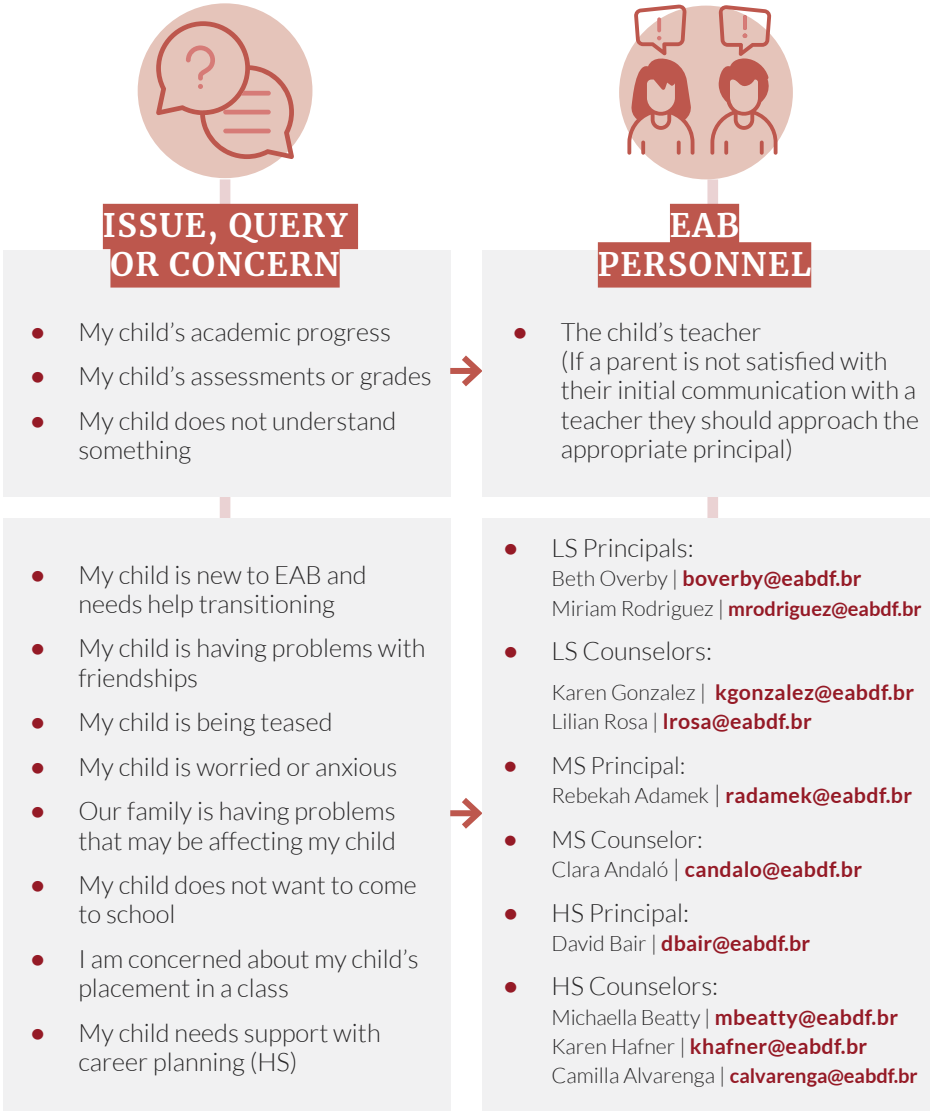
## 6 WEEKLY NEWSLETTERS

Every Friday, all Lower School families will receive a class newsletter via Seesaw for K3 to Grade 4, or by email for Grade 5. These newsletters provide updates on the week ahead and insights into what the class has been learning. You can also find these newsletters linked on the **Lower School** section of The Bulletin.

Upper School families can access weekly newsletters through the **Middle School** and **High School** sections of The Bulletin. These newsletters, which are also emailed directly to students, include important information such as key dates, syllabi, and other essential updates.

# LINEs OF COMMUNICATION

At EAB, we place a high value on effective communication between parents and school staff. We recognize that a positive flow of information between home and school benefits everyone involved. To assist parents in navigating their queries or concerns, we’ve provided the following guidelines on who to contact at EAB.



ISSUE, QUERY OR CONCERN	EAB PERSONNEL
<ul style="list-style-type: none"><li>My child is going to be absent for longer than 5 school days</li></ul>	<ul style="list-style-type: none"><li>LS Principals &amp; Secretary: Beth Overby   <a href="mailto:boverby@eabdf.br">boverby@eabdf.br</a> Miriam Rodriguez   <a href="mailto:mrodriguez@eabdf.br">mrodriguez@eabdf.br</a> Paola Zanetti   <a href="mailto:pzanetti@eabdf.br">pzanetti@eabdf.br</a></li><li>US Principals &amp; Secretary: Rebekah Adamek   <a href="mailto:radamek@eabdf.br">radamek@eabdf.br</a> David Bair   <a href="mailto:dbair@eabdf.br">dbair@eabdf.br</a> Diva Belo   <a href="mailto:dbelo@eabdf.com">dbelo@eabdf.com</a></li></ul>
<ul style="list-style-type: none"><li>The custody arrangements for my child have changed</li></ul>	<ul style="list-style-type: none"><li>LS Principals: Beth Overby   <a href="mailto:boverby@eabdf.br">boverby@eabdf.br</a> Miriam Rodriguez   <a href="mailto:mrodriguez@eabdf.br">mrodriguez@eabdf.br</a></li><li>MS Principal: Rebekah Adamek   <a href="mailto:radamek@eabdf.br">radamek@eabdf.br</a></li><li>HS Principal: David Bair   <a href="mailto:dbair@eabdf.br">dbair@eabdf.br</a></li><li>Business Director: Elizabeth Sullivan   <a href="mailto:esullivan@eabdf.br">esullivan@eabdf.br</a></li><li>Business Office: <a href="mailto:businessoffice@eabdf.br">businessoffice@eabdf.br</a></li></ul>
<ul style="list-style-type: none"><li>Any issue, query or concern about my child's participation in the IB (International Baccalaureate Program)</li></ul>	<ul style="list-style-type: none"><li>IB Coordinator: Isabel Moraes   <a href="mailto:imoraes@eabdf.br">imoraes@eabdf.br</a></li></ul>
<ul style="list-style-type: none"><li>My child has a problem with their laptop</li><li>My child cannot connect to the school's network</li><li>My child has some I.T.-related queries</li></ul>	<ul style="list-style-type: none"><li>Technology Director: Vamshi Mugatha   <a href="mailto:vmugatha@eabdf.br">vmugatha@eabdf.br</a></li><li>Technology Support: <a href="mailto:support@eabdf.br">support@eabdf.br</a></li></ul>

ISSUE, QUERY OR CONCERN	EAB PERSONNEL
<ul style="list-style-type: none"><li>I have some questions about the nature of any of EAB's learning programs</li></ul>	<ul style="list-style-type: none"><li>Director of Teaching and Learning: Maria Sieve   <a href="mailto:msieve@eabdf.br">msieve@eabdf.br</a></li></ul>
<ul style="list-style-type: none"><li>I would like to discuss my child's MAP results</li></ul>	<ul style="list-style-type: none"><li>Director of Teaching and Learning: Maria Sieve   <a href="mailto:msieve@eabdf.br">msieve@eabdf.br</a></li></ul>
<ul style="list-style-type: none"><li>I have a question about Club EAB, Lower School Activities or Upper School Activities</li></ul>	<ul style="list-style-type: none"><li>Activities &amp; Athletics Director: Rishawd Watson   <a href="mailto:rwatson@eabdf.br">rwatson@eabdf.br</a></li><li>Activities Supervisor: Rafaella Neves   <a href="mailto:rneves@eabdf.br">rneves@eabdf.br</a></li></ul>
<ul style="list-style-type: none"><li>I have a question about the Upper School Athletics Program</li></ul>	<ul style="list-style-type: none"><li>Activities &amp; Athletics Director: Rishawd Watson   <a href="mailto:rwatson@eabdf.br">rwatson@eabdf.br</a></li></ul>
<ul style="list-style-type: none"><li>I have a question or concern about the school's Brazilian program (Portuguese, PLA, BSS, or ISS)</li></ul>	<ul style="list-style-type: none"><li>Brazilian Program Director: Denise Turati   <a href="mailto:dturati@eabdf.br">dturati@eabdf.br</a></li></ul>
<ul style="list-style-type: none"><li>I have a question about billing or school tuition and fees</li></ul>	<ul style="list-style-type: none"><li>Business Director: Elizabeth Sullivan   <a href="mailto:esullivan@eabdf.br">esullivan@eabdf.br</a></li><li>Business Office: <a href="mailto:businessoffice@eabdf.br">businessoffice@eabdf.br</a></li></ul>

ISSUE, QUERY  
OR CONCERN

- I am not receiving schoolwide emails or The Bulletin newsletter
- I have a question or concern about school policy and/or future directions

EAB  
PERSONNEL

- Communications Department:  
[communications@eabdf.br](mailto:communications@eabdf.br)
- Head of School:  
Charlie Schlegel | [cschlegel@eabdf.br](mailto:cschlegel@eabdf.br)

EAB UNIFORMS

PURCHASE  
THE SCHOOL  
UNIFORM  
ONLINE



Students can mix and match different uniform tops and bottoms, offering flexibility in their choices. Top options include t-shirts and polo shirts in school colors (red, black, and white), along with outerwear like hoodies, windbreakers, and jackets. For bottoms, students can choose from pants, shorts, and skorts (skirts with built-in shorts). Shorts and skirts must be of appropriate length, extending beyond the fingertips when arms are at the sides. Non-uniform bottoms are not allowed, except on designated Jeans Day or during Spirit Week.

For footwear, sneakers are required for Lower School students. Upper School students are encouraged to wear sneakers but may also wear sandals, except flip-flops, which are not permitted. Sneakers are mandatory for Physical Education (PE) classes. Additionally, Upper School students must change into the designated PE shirt for class, but changing bottoms is optional.

Our uniform provider is: **Sasse Uniformes**

- Address: SHCGN 710/711 Bloco B Loja 43, Asa Norte, Brasília - DF, 70750-620
- Email: [contato@sasseuniformes.com.br](mailto:contato@sasseuniformes.com.br)
- WhatsApp: (61) 99911-2020

For more details and to explore the available styles, please visit the EAB store within the **Sasse Uniformes website**.

GENTLY-USED UNIFORMS

Gently-used uniforms are available for purchase through our National Honor Society (NHS) club, offering a budget-friendly option. Proceeds from these sales support student activities. If you are interested in purchasing gently-used uniforms, please contact Mr. Chris at [chochstetler@eabdf.br](mailto:chochstetler@eabdf.br).



# ACTIVITIES

## LOWER SCHOOL (LS) EXTRACURRICULAR PROGRAMS

Club EAB and LS Athletics offer enriching after-school extracurricular programs that enhance and complement the Lower School curriculum for students in K5 through 5th grade. These programs are provided free of charge. Additionally, we have partnered with Play Sports to expand our activity offerings; however, please note that Play Sports classes do require a participation fee.

Our schedule aligns with the end of the academic day to ensure a smooth transition:

- **3:10 p.m.: Dismissal and Transition** - This marks the end of the school day. Students not enrolled in Club EAB or LS Athletics should leave campus unless they have received special approval from the LS Principal to remain on-site.
- **3:20 p.m.: Club EAB & LS Athletics Begin** - Shortly after dismissal, students enjoy their afternoon snack before starting their activities.
- **4:10 p.m.: Club EAB & LS Athletics Conclude** - Dismissal continues until 4:30 p.m.

To enroll your child in after-school activities, please visit the **Activities page on EAB's website**. Click on the "Club EAB Offerings" button to explore the semester's activities, sign-up details, and important dates in our **virtual guide**.

Should a class reach capacity, a waitlist will be created, and families will be notified as spaces become available. For any questions, feel free to contact Club EAB via email at [clubeab@eabdf.br](mailto:clubeab@eabdf.br), or reach out to Rishawd Watson, Activities & Athletics Director, at [rwatson@eabdf.br](mailto:rwatson@eabdf.br), or Rafaella Neves, Activities Supervisor, at [rneves@eabdf.br](mailto:rneves@eabdf.br).

We look forward to seeing our students engage and thrive in these dynamic programs!

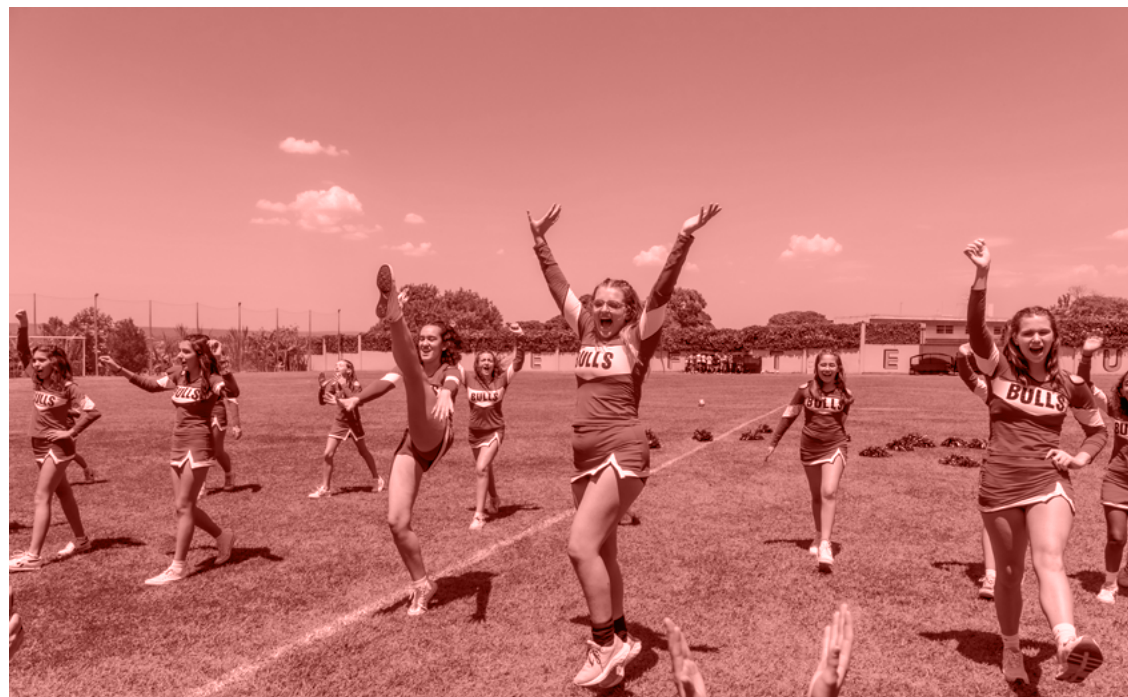
## UPPER SCHOOL (US) CLUBS

Upper School students have the opportunity to explore and sign up for clubs at the Activities Fair, which will be held in the Community Area during the first few weeks of school. This is a great chance for students to discover new interests and get involved in various activities. In addition, students can also register for clubs through the link provided on the **US Clubs page**, accessible via the **activities page on the EAB website**.

More details about the Activities Fair and Upper School programs will be shared via email. If you have any questions, please reach out to [activities@eabdf.br](mailto:activities@eabdf.br).

Some of the clubs offered in Semester 1 in the Upper School include: Bulls Community Service, MedLife, Math Club, Chess Club, EAB Goes Green, Student-Athlete Leadership Team, NHS and NJHS, Arts Club, Film Club, D&D Club, Musical Arts, Musical Theatre, Bullseye (newsletter), GSA, American Football, MUN, Fashion Club, and Pottery Club.

This is a wonderful opportunity for students to get involved, make new friends, and develop leadership skills. We encourage everyone to take advantage of it!



# iCOMMONS

The Information Commons at EAB is a dynamic, collaborative learning space designed to enhance our students’ engagement with information. Unlike a traditional library, the iCommons functions as a vibrant hub of intellectual activity and academic life.

In this innovative environment, everyone in the EAB community—students, parents, and staff—are valued patrons.

## BORROWING AND RETURNING BOOKS

All items must be checked out via self-checkout or at the circulation desk and returned to the designated return bin or at the circulation desk. For eBooks, please log in at [eab.follettdestiny.com](http://eab.follettdestiny.com).

## LOAN LIMITS

You may borrow up to 7 items for a period of 2 weeks. Please note that any overdue books will prevent you from checking out additional items until the overdue items are returned.

## HOLDING AND RENEWING BOOKS

You can place holds on items and renew them up to 3 times. To manage holds and renewals, visit the iCommons or log in at [eab.follettdestiny.com](http://eab.follettdestiny.com).

## OVERDUES

Patrons receive regular email notifications for overdue items. While the iCommons does not charge overdue fines, any lost or damaged books must be replaced.

## ICOMMONS RULES

- Please keep noise levels reasonable.
- Avoid loud or disruptive behavior.
- Electronic games are not permitted.
- Phone calls should be made outside.
- Food and drinks are not allowed.
- After use, please return books to the circulation desk, not the shelves.
- Lost or damaged books must be replaced.
- Volunteers are welcome. Parents interested in volunteering can contact the iCommons at [icommons@eabdf.br](mailto:icommons@eabdf.br)

### LS ICOMMONS COLLECTION

- **J 000-999:** Nonfiction
- **E:** Easy English
- **J FIC:** Fiction in English
- **PT J:** Portuguese
- **PT E:** Easy Portuguese

### US ICOMMONS COLLECTION

- **000-999:** Nonfiction
- **FIC:** Fiction in English
- **PT:** Portuguese
- **SPA:** Spanish
- **FRE:** French

## RESOURCES TO HELP YOU WITH RESEARCH

### Databases:

- BrainPop and BrainPop Jr.
- Britannica School
- EBSCO
- JSTOR
- PebbleGo

### Digital Magazines and Newspapers:

- The Economist
- Folha de São Paulo
- Correio Braziliense
- The New York Times

CONTACT US

**LS iCommons:** (61) 3442-9724  
7:45 AM - 4:30 PM

**iCommons:** [icommons@eabdf.br](mailto:icommons@eabdf.br)

**US iCommons:** (61) 3442-9728  
7:45 AM - 5:00 PM

**Karla Veras, Librarian:**  
[kveras@eabdf.br](mailto:kveras@eabdf.br)



**ICOMMONS WEBPAGE AND CATALOGS**  
(CLICK OR SCAN QR CODE)

WHAT IS THE PTO?

The Parent Teacher Organization (PTO) is an independent group of dedicated volunteer parents who collaborate closely with the school to foster a strong partnership between parents, teachers, and the broader community. The PTO aims to build a supportive and engaged community, encouraging families to actively participate in their children’s education.

MISSION

*To connect EAB families with each other and the school to create a vibrant, lifelong learning community.*

VISION

*To inspire families to actively partner in their children’s education.*

The PTO warmly invites all families to get involved. Recognizing that every family has unique interests, strengths, and availability, the PTO offers a flexible structure centered around five key focus areas: Family Community, Fundraising & Events, School/Home Connection, Community Connection, and Communication.

To stay informed about upcoming events and opportunities to participate, check the weekly Bulletin. For any questions or to get involved, feel free to contact us at [pto@eabdf.br](mailto:pto@eabdf.br).

STUDENT HANDBOOKS

At its core, EAB is a community bound by shared values. Although we represent over 40 nationalities and a myriad of religions, races, cultures, and belief systems, we come together through fundamental beliefs about learning, treating each other, and engaging with the world. We believe that every person deserves decency and respect, that all of us can learn, and that we are stronger together than apart. We believe in the power of collaboration and take the responsibility to serve our learning community seriously.

We are a transient community, yet we strive to improve every day, hopeful that the school will be better when we leave than it was when we arrived. The values that make EAB a special, dynamic place are found in these handbooks. Though those values remain constant, the Lower, Middle, and High School Handbooks are living documents, continuously reviewed and updated as we learn and grow as an institution. These handbooks not only clarify our policies and procedures but also accurately reflect our community values.



**LS, MS & HS STUDENT HANDBOOKS**  
(CLICK OR SCAN QR CODE)

SCHOOL INSURANCE

Every EAB student is covered by insurance. Click on the following links to find out more:

**English | Portuguese**



# American School of Brasilia

