GRADED

THE AMERICAN SCHOOL OF SÃO PAULO

Running Start Guide 2026-27 Semester 1

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School Starts: Thursday, August 6, 2026 (PK4-Grade 12)
Monday, August 10 (For PK3 Students Only)

Start of School Checklist

❑ **Nurse's Office:**
Contact the Nurse's Office at +55 11 3747-4800 ext. 116 or nurse.office@graded.br to discuss any medical conditions. Make sure to complete all the health forms linked in the "Nurse's Office" section below.

❑ **Contact Information:**
If your contact information changes, please email the registrar at registrar@graded.br or call 3747-4800 ext. 522.

❑ **Vehicle Tags and Stickers:**
You will need an academic year car sticker to enter the garage, as well as a parking tag to release the inner gate. The parking tag will last as long as you own the same car, while the academic year car sticker must be replaced at the start of every school year. Please complete the Vehicle Registration Form to obtain your 2026-27 stickers and tags. Once the form is submitted, stickers and/or tags may be picked up at the Reception Desk. For any questions regarding campus access, please contact receptiondesk@graded.br.

❑ **Schedules:**
All divisions operate on an eight-day cycle whereby each day is labeled with a letter (A-H). Letter days are listed on the detailed calendar found on the Graded website. Parents of upper school students may check their children's preliminary class schedules by logging into PowerSchool. Here is a presentation that explains how to utilize PowerSchool. Parents of lower school students will receive a detailed schedule from the Lower School Office via email on August 4.

❑ **Supplies & Book Lists:**
Students in grades 3-12 should refer to the Supplies and Book Lists to prepare for the first day of school. Graded provides school supplies for students in the early years and grades 1 and 2. Additionally, all students are expected to bring a water bottle each day.

❑ **Vacation Assignments:**
Middle and high school students have vacation assignments during the June/July break, but not during the December/January break. While lower school students do

not have vacation assignments, we strongly encourage them to read for pleasure over the break.

❑ **LS Reads:**
One of the most powerful ways for children to develop strong vocabulary and reading fluency is to read, read, and read some more! Vacation time allows for less structured reading and a wider range of book choices. Consider incorporating the practice into your child(ren)'s daily routine by reading with them in the morning or before bedtime. We have many online resources that allow you to access reading materials while you're on vacation. You can find the links on our LS Library website.

Campus Safety

FACIAL RECOGNITION, ID BADGES, AND CAMPUS ACCESS
All adults must have an ID badge to enter the campus. If they forget their badge or do not have one, they need to request a temporary badge at the Reception Desk.

Students
All turnstiles are equipped with facial recognition access technology for use by students in grades 1 through 12. During New Student Orientation, new students in grades 1 through 12 will have their facial recognition images taken. Early years students will use ID badges, which they will receive during New Student Orientation or on the first day of school.

Parents
Graded's child safeguarding protocol requires that all adults wear ID badges around their necks while on campus. If you have not received your parent ID badge, please complete this survey. The Security team will then create your badge, which will be available for pickup at the Reception Desk after 48 hours.

Forgotten, Lost, or Stolen Badges

Forgotten Badges

- If an early years student, parent, or guardian forgets their ID badge and is dropped off in the Car Pickup Area, they must go to the Car Pickup Stand at the top of the ramp to receive a temporary badge for the day.
- Bus riders who forget their ID badge should pick up a temporary badge at the Bus Parking Lot Stand.
- If a parent or guardian forgets their ID badge while in the Parking Garage, they must obtain a temporary badge from the Reception Desk.

Lost or Stolen Badges

- In the event of a badge loss or theft, the parent or guardian must submit a request for a new badge immediately at the Reception Desk (either in person or by emailing receptiondesk@graded.br).
- An ID badge and one replacement badge (in the event of loss or theft) are provided free of charge. However, a R$35 fee for each additional replacement badge will be charged to the next tuition bill.

Emergencies
During emergencies or evacuation drills, parents, guardians, and campus visitors must gather on either the Upper School Athletics Field, located up the stairs from the Student Center, or the Lower School Playground, depending on their location during the drill or emergency. Parents and visitors should go to the closest location.

School Hours

Lower School (PK - Grade 5)
We encourage all lower school students to arrive at 8:00 am. Students in kindergarten through grade 5 begin their day on the playground, connecting with friends. PK students start their day in their classrooms, as this supports their developmental needs. Beginning the morning in a calm, welcoming classroom helps children transition gently into school and connect with teachers individually. It also minimizes transitions, which can often present challenges for our youngest learners.

8:00 am - Lower school playgrounds open to students in K-5
8:00 am - PK classrooms open
8:15 am - Grades 1-5 classrooms open
8:30 am - Class begins
3:30 pm - Dismissal **(3:00 pm on Wednesdays)**

Middle School
8:00 am - Gates open
8:15 am - Classrooms open
8:30 am - Class begins
3:30 pm - Dismissal **(3:00 pm on Wednesdays)**

High School
8:00 am - Gates open
8:15 am - Classrooms open
8:30 am - Class begins
3:30 pm - Dismissal **(3:00 pm on Wednesdays)**

Graded Parent Teacher Association (PTA)

Graded's PTA exists to help parents, administration, and faculty:

- **Communicate** with one another and with the community.
- **Understand** the Graded experience better by promoting the school's values, educational enrichment opportunities, and a healthy environment.
- **Engage** and be active participants in school events.
- **Cherish** being part of our unique and diverse community and promote harmony among the many cultures at Graded.

In previous years, Graded's PTA activities have included:

- 7 de Setembro Celebration
- Celebration of the World (COTW)
- Eagles Day
- Festa dos Funcionários (Staff Party)
- Festa Junina
- Monthly PTA Board Meetings
- Parent Coffees
- PTA Book Club
- PTA General Meetings
- Speaker Series
- Teacher Appreciation Week
- Thanksgiving Celebration
- Volunteering
- Welcome Events

For questions and to volunteer, contact Graded's PTA at pta@graded.br.

Nurse's Office Guidelines and Medication

During the school year, the Nurse's Office is open Monday through Friday from 7:30 am to 6:00 pm and Saturdays from 8:00 am to 12:00 pm. Four registered nurses care for students who require treatment and/or medication.

IMMUNIZATION
The Brazilian government (Law No. 17,252/2020) requires that all students submit up-to-date immunization records to the Nurse's Office via PowerSchool before the first day of school. Instructions for completing and submitting immunization records may be found here.

MEDICATION
If you would like your child to have access to medication while on campus, even if this medication is provided by the school, please complete the Medication Information Form and upload a doctor's prescription. Instructions for completing and submitting the form may be found here.

Nurses have basic medications on hand, such as anti-inflammatories, and may administer them, as long as there is a doctor's prescription or a parent's authorization in PowerSchool (COFEN, RESOLUÇÃO 487/2015).

OTHER HEALTH DOCUMENTS
- If a student has diabetes, the Diabetes Medical Management Plan (DMMP) Form must be completed by a Brazilian licensed doctor each year and submitted before the first day of school.
- If a student has severe allergies, parents or guardians must ask their doctor to complete the Food Allergy and Anaphylaxis Emergency Care Plan each year.

For further information, contact the Nurse's Office at +55 11 3747-4800 ext. 116 or nurse.office@graded.br.

Staying Informed at Graded

Graded uses multiple communication channels:

- **Eagle News:**
This weekly newsletter includes divisional, all-school, Office of College Counseling, and PTA announcements. It is sent on Sunday mornings to the email you provided in PowerSchool. Please read it carefully each week to stay up to date on important school announcements and news.

- **Graded Gazette:**
The Graded Gazette is an electronic school publication that showcases Graded's people and programs.

- **Email**:
The Graded Gazette, Eagle News, letters from the superintendent and principals, faculty communications, educational system (PowerSchool) notices, report cards, and other announcements will be sent to you via the email address you have specified in PowerSchool.

- **Toddle Announcements**:
Toddle is the online learning management system that is used in all classes at Graded. Teachers may communicate with families regarding upcoming class events, assignments, and due dates.

- **Social Media:**
Facebook / Instagram / LinkedIn

- **Website:**
The Graded website provides a wealth of information for parents.

- **Calendar:**
Graded has an online school calendar that lists school events and activities.

- **SMS and/or WhatsApp Messages:**
In an emergency, SMS or WhatsApp messaging may be used to contact parents. Please ensure that your mobile number is updated in PowerSchool at all times. If your phone number changes, please notify the Registrar's Office at registrar@graded.br.

- **WhatsApp Groups:**
The PTA manages an official WhatsApp group for each grade level. Please click here to join your child's grade-level group. In addition to grade-level groups, the Lower

School parents also run classroom WhatsApp groups. Links to classroom WhatsApp groups will be shared on the Friday before school begins.

Go Eagles! Become a Booster Club Volunteer
The Graded Booster Club is a parent organization that supports Graded's athletics teams. It promotes community engagement and school spirit while raising funds to enhance Graded Athletics. Volunteers are responsible for home game concession stands, an annual athletics banquet, and team socials. The Booster Club also manages the Graded Booster Club Store, located in the Student Center. Contact volunteer Shirley Chang at boosterclub@graded.br with any questions or concerns.

Important Dates for First Semester Athletics and Activities

Lower School Athletics and Activities
- After-school Activities Online Registration opens Saturday, August 8, 2026, and closes Tuesday, August 11, 2026. Lower School After-school Activities begin on Monday, August 17, 2026.

Middle School Athletics and Activities
- After-school Activities and Athletics Online Registration opens Saturday, August 8, 2026, and closes Tuesday, August 11, 2026. Middle School After-school Activities begin Monday, August 17, 2026.

High School Athletics and Activities/Clubs
- Varsity preseason practices begin on Thursday, August 6, 2026, due to early-season league games.
- After-school Activities and Athletics Online Registration opens Saturday, August 8, 2026, and closes Tuesday, August 11, 2026. High School After-school Activities begin Monday, August 17, 2026.

Graded Campus Access and Pickup/Drop-Off Guidelines

DROP-OFF LOCATIONS

Group	Grade Levels	Drop-Off Location
Group 1	Students in **grades 4-5** (with no younger siblings) Students in **grades 6-12** (Please note: If a younger sibling is assigned to group 3, the family must make two stops.)	**Parking Garage** Parents and guardians may park in the **RED and GRAY** sections. Drivers may park in the **GRAY** section.
Group 2	Students in **grades 1-3**, as well as their **older siblings**	**Bus Parking Lot**
Group 3	Students in the Early Years Program, as well as their **older lower school siblings**	**Lower School Car Pickup/Drop-off**

PICKUP LOCATIONS

Group	Grade Levels	Pickup Location
Group 1	Students in **grades 2-5** (with no younger siblings) Students in **grades 6-12** (Please note: If a younger sibling is assigned to group 3, the family must make two stops).	**Parking Garage** Parents and guardians may park in the **RED and GRAY** sections. Drivers may park in the **GRAY** section.
Group 2	Students in **grade 1**, as well as their older siblings	**Bus Parking Lot**
Group 3	Students in **the Early Years Program**, as well as their **older lower school siblings**	**Lower School Car Pickup/Drop-off**

PARKING GARAGE ENTRANCE AND EXITS

Graded's Main Entrance, located on **Av. José Galante, 425**, serves as a drop-off and pickup location for students in **Group 1**. Parents and guardians with a Graded ID badge, car sticker, and car tag may park in the Parking Garage and walk to pick up their children (rather than following the pickup and drop-off guidelines described in the table). Drivers and house staff may wait for students behind the first crosswalk within the Parking Garage, near column 1.

Gate opening and closing times:

- Drop-off: 8:00 - 8:40 am
- Pickup: 3:00 pm (2:30 pm on Wednesdays)

Lower School After-school Activities pickup begins at 4:40 pm.

Dropping off passengers inside the drop-off lane in the Parking Garage is safer for your children and improves traffic flow during peak hours. Never drop off or pick up your children on Av. José Galante. Students should always wait inside the school grounds for pickup. For safety reasons, they should never sit on the ground.

ALTERNATIVE PARKING GARAGE EXIT

For those who leave Graded to travel south on Av. Giovanni Gronchi, we allow vehicles to exit via a ramp and a direct path to Av. Giovanni Gronchi, which reduces traffic on Av. José Galante. The following are the rules for exiting through this path:

- The ramp in our Parking Garage, heading to Av. Giovanni Gronchi, will be open from 8:00 - 8:40 am and 3:30 - 4:10 pm (3:00 - 3:40 pm on Wednesdays) for exiting the school only. Entrance to school by car via Av. Giovanni Gronchi is not allowed.
- Families' pickup locations inside the Parking Garage remain the same. Please do not change pickup locations.
- ***Exiting on Av. Giovanni Gronchi is only permitted to make right turns (heading south). The traffic authorities will impose fines for left turns, resulting in Graded's loss of the right to operate this alternative exit.***

BUS PARKING LOT

The Bus Parking Lot on **Av. José Galante** is located near the Main Entrance and serves as a drop-off and pickup location for students in **Group 2** and **bus riders**.

Gate opening and closing times:

- Drop-off: 8:00 - 8:40 am
- Pickup: 3:30 pm (3:00 pm on Wednesdays)

Remain inside your vehicle at all times during pickup and drop-off. Your child(ren) will come to meet you.

LOWER SCHOOL CAR PICKUP AND DROP-OFF AREA

The Lower School Pickup and Drop-off Area on Av. José Galante is for students in **Group 3 only**. (Older middle school and high school siblings should be picked up and dropped off in the Parking Garage.) No parking is allowed in the Lower School Car Pickup and Drop-off Area.

Gate opening and closing times:

- Drop-off: 8:00 - 8:40 am
- Pickup: 3:20 - 3:45 pm (3:00 pm on Wednesdays)

If you arrive before the scheduled time to pick up or drop off a Group 3 student, please enter the Parking Garage to avoid disrupting traffic flow on Av. José Galante. Notify the Security team that you are dropping off or picking up a Group 3 student and follow their instructions. You will be asked to line up in the Parking Garage in your car, where you will wait for the gate to open.

Please make an effort to be quick during drop-off and pickup to avoid lines.

Remain inside your vehicle during pickup and drop-off. Your child(ren) will be safely guided to your vehicle upon your arrival during pickup.

AVOID TRAFFIC FINES

CET (São Paulo's traffic engineering company) has strict traffic rules. When heading south on Av. Giovanni Gronchi, do not take Av. José Galante directly from Av. Giovanni Gronchi, because the Parking Garage will be on your left, and you will not be able to cross the lane during pickup and drop-off. Instead, use Rua David Gebara and Rua Dr. Oscar Monteiro de Barros to access Avenida José Galante from the correct direction. Do not force your vehicle into the line of cars waiting to enter the Parking Garage.

If you have questions, the Security team is always ready to help. Please email receptiondesk@graded.br for assistance.

Bus Information

Graded's bus service is provided by a consortium of drivers, Consórcio de Transportadores Escolares, but is regulated in-house.

The Consórcio de Transportadores Escolares will send bills to parents' email addresses on the 10th of each month during the school year. From July 2026 to June 2027, payments will be divided into 12 monthly installments, due on the 25th of each month.

If you are not a current user, please note that bus space is subject to availability, and some routes may be full. Bus pickup and drop-off routes are pre-determined.

Please click here for a complete list of regions covered. Rates for the upcoming school year are posted in late May.

The Consórcio offers a day bus pass option. If you are interested in purchasing a daily bus pass for your child(ren), please submit a request via PowerSchool on the Student Logistics page at least two hours before the trip. Non-monthly bus riders are permitted to use the school bus up to twice per week. A higher-frequency user will be classified as a monthly bus rider.

For more information about the bus service, please contact Graded's Transportation Leader, Josias Andrade, at josias.andrade@graded.br, or the Security and Transportation Manager, Silvio Pedroso, at silvio.pedroso@graded.br.

Bus Arrival:
School buses generally arrive at school by 8:20 am. Parents of bus riders will receive an email from the Transportation Department with the names of the bus team members, the bus identification number, and their child(ren)'s pickup time.

Bus Departure:
- Regular departure from Graded (M, T, Th, F): 3:45 pm
- Wednesday departure from Graded: 3:15 pm
- After-school Activities departure: 4:50 pm (4:20 pm on Wednesdays)
- Late departure: 6:20 pm (6:00 pm on Wednesdays)

Snack Bar

The Snack Bar, operated by external vendor SANUTRIN, and the açaí cart are both located in the Student Center and open from 8:00 am to 6:30 pm on school days. Lower school students may access the Snack Bar and açaí cart only after school hours. Students in grades 6-8 may access them only before and after school hours. Students in grades 9-10 may access them before and after school hours and during class breaks. Students in grades 11 and 12 may access the Snack Bar and açaí cart throughout the day except during lunch.

The Snack Bar accepts credit and debit card payments (preferably), as well as PIX and cash. Students may also use their Student ID number to deduct funds from a registered account. To credit funds to a student account, please follow the instructions. Register your child's facial recognition when using the SANUTRIN app, so that purchases can be safely made through this identification.

The açaí cart accepts credit and debit card payments, as well as PIX.

Cafeteria

At Graded, we are committed to the health and well-being of our entire school community. Graded's in-house dining service offers nutritious, home-cooked meals and snacks for students daily. Click here to access the Graded Dining Service page.

Library

The Library Program is a vital component of Graded's high-quality education. Our collections offer access to diverse viewpoints and materials that complement and expand all curricular areas, providing materials for various reading interests and maturity levels. The Lower School Library is open on school days from 8:00 am to 4:00 pm, except Wednesdays, when it closes at 3:00 pm. The Upper School Library is open on school days from 8:00 am to 4:30 pm. Click here to learn more about Graded's libraries.

Technology Reminders

Technology is an integral part of the Graded learning experience. Pay close attention to the following updates and reminders so that you are fully prepared for the coming semester:

- **PowerSchool SIS:** PowerSchool SIS is Graded's student information system. Parents access PowerSchool through the PowerSchool Parent Portal. Directions to access the PowerSchool Parent Portal are available here.

  Uses of the parent portal include:
  - Updating student health records
  - Accessing end-of-term grade reports
  - Registering for after-school activities
  - Communicating absences, requesting gate passes for late arrivals or early dismissals, and requesting changes in transportation
  - Completing annual re-enrollment

  More information may be found in the Gate Passes and Student Logistics section.

- **Toddle:** Toddle is the learning management system used by all teachers to keep students and their families updated on students' progress in their classes.

  Uses of Toddle include:
  - Assignments, due dates, and reminders for students and families
  - Class activity and lessons
  - Current curricular unit information
  - **NEW FOR 2026-27:** Student attendance will be recorded in Toddle. Additionally, notifications regarding tardies and absences will be sent through Toddle. Families will be notified through the Toddle app via email, in-app alerts, and push notifications.
  - Family Toddle training sessions will take place early in the school year.

- **Bring Your Own Device (BYOD) Guidelines:** Students in grades 7-12 are required to bring a laptop to school. Please pay careful attention to the guidelines when purchasing your child(ren)'s device(s). The school does not loan equipment except in exceptional circumstances. Please find Graded's computer loaning policy here.

- **Tech Support:** The Department of Information and Communication Technology (ICT) is open from 7:30 am to 4:30 pm, Monday through Friday, and is available to any member of the Graded community needing technical assistance with school-related systems or devices.

- **LARK (Legal, Appropriate, Responsible, Kind):** At Graded, the LARK guidelines provide an ethical framework for using digital tools to support learning. We

encourage you to visit our website or refer to the divisional handbooks (LS, MS, HS) for more information. To supplement school conversations, it is important for families to discuss the appropriate use of technology with their children.

- **Cell Phones:** To support a focused and engaged learning environment, our campus is cell phone-free between 8:00 am and 3:30 pm. Students in early years through grade 12 should keep their cell phones turned off and out of sight during these hours. Please refer to the Lower School, Middle School, and High School Handbooks for more information.

Need technical assistance? Contact helpdesk@graded.br

Gate Passes and Student Logistics

Parents, guardians, and families must enter attendance information online using the Student Logistics feature in PowerSchool. This tool will allow parents to:

- Request a gate pass, which authorizes a student to arrive late or leave early.
- Report a single or multi-day absence from school.
- Request a transportation change for their child.

Only authorized parents and guardians with a password to log into the PowerSchool system can notify the school of these changes. This procedure provides a secure way to verify family permissions.

Please refer to these how-to instructions.

Families who require technical support with PowerSchool or Student Logistics may contact ICT at helpdesk@graded.br. Please consult the division handbooks for further information on the attendance policies for lower, middle, and high schools. If you have any questions about attendance policies, please contact the divisional principals.

GRADED
THE AMERICAN SCHOOL OF SÃO PAULO

2026-27

	S	M	T	W	T	F	S		
JULY/2026				1	2	3	4	TBD	New faculty/administrators arrive
	5	6	7	8	9	10	11	Jul. 22-29	New Faculty/Administrator Orientation
	12	13	14	15	16	17	18	Jul. 30-31	Faculty Professional Learning
	19	20	21	22	23	24	25		
	26	27	28	29	30	31			
AUG/2026							1	Aug. 3-5	Faculty Professional Learning
	2	3	4	5	6	7	8	Aug. 5	New Student Orientation
	9	10	11	12	13	14	15	Aug. 6	First day of school
	16	17	18	19	20	21	22		
	23	24	25	26	27	28	29		
	30	31							
SEPT/2026			1	2	3	4	5	Sept. 7	Brazilian Independence Day (No School)
	6	7	8	9	10	11	12	Sept. 14-17	Classroom Without Walls trips for MS (Grades 6-8)
	13	14	15	16	17	18	19	Sept. 18	No school for MS students
	20	21	22	23	24	25	26	Sept. 25	Faculty Professional Learning (No school for students)
	27	28	29	30					
OCT/2026					1	2	3	Oct. 12	Nossa Senhora Aparecida (No school)
	4	5	6	7	8	9	10	Oct. 13	October Break (No school)
	11	12	13	14	15	16	17	Oct. 14-16	Parent-Teacher Virtual Conferences (No school for students)
	18	19	20	21	22	23	24		
	25	26	27	28	29	30	31		
NOV/2026	1	2	3	4	5	6	7	Nov. 2	Finados (No school)
	8	9	10	11	12	13	14	Nov. 20	Consciência Negra (No school)
	15	16	17	18	19	20	21	Nov. 26	Thanksgiving (No school)
	22	23	24	25	26	27	28	Nov. 27	Thanksgiving Break (No school)
	29	30							
DEC/2026			1	2	3	4	5	Dec. 16	Last day of the semester for students and faculty (11:30 am dismissal)
	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				

	S	M	T	W	T	F	S		
JAN/2027						1	2	Jan. 25	São Paulo Founder's Day
	3	4	5	6	7	8	9	Jan. 26	Faculty Professional Learning
	10	11	12	13	14	15	16	Jan. 26	New Student Orientation
	17	18	19	20	21	22	23	Jan. 27	First day of school
	24	25	26	27	28	29	30		
	31								
FEB/2027		1	2	3	4	5	6	Feb. 8-9	Carnaval (No school)
	7	8	9	10	11	12	13	Feb. 10-12	No school
	14	15	16	17	18	19	20		
	21	22	23	24	25	26	27		
	28								
MAR/2027		1	2	3	4	5	6	Mar. 8-11	Classroom Without Walls trips for HS (Grades 9-11)
	7	8	9	10	11	12	13	Mar. 12	No school for grades 9-11
	14	15	16	17	18	19	20	Mar. 26	Good Friday (No school)
	21	22	23	24	25	26	27		
	28	29	30	31					
APR/2027					1	2	3	Apr. 19-20	Parent-Teacher Virtual Conferences (No school for students)
	4	5	6	7	8	9	10	Apr. 21	Tiradentes (No school)
	11	12	13	14	15	16	17	Apr. 22	Parent-Teacher Virtual Conferences (No school for students)
	18	19	20	21	22	23	24	Apr. 23	Faculty Professional Learning (No school for students)
	25	26	27	28	29	30			
MAY/2027							1	May 27	Corpus Christi (No school)
	2	3	4	5	6	7	8	May 28	No school
	9	10	11	12	13	14	15		
	16	17	18	19	20	21	22		
	23	24	25	26	27	28	29		
	30	31							
JUNE/2027			1	2	3	4	5	June 5	Graduation
	6	7	8	9	10	11	12	June 16	Last day of school for students and faculty (11:30 am dismissal)
	13	14	15	16	17	18	19		
	20	21	22	23	24	25	26		
	27	28	29	30					

Red: No school for students and faculty. **Blue**: No school for students. (Faculty Professional Learning or faculty/staff work day.) **Purple**: Parent-Teacher Conferences.
Green: First or last day of school of the semester. Pink: Classroom Without Walls (CWW) trips. **Black**: Full school day.
Last calendar revision: December 2, 2025