



**Pre-Kindergarten**  
Student & Parent Handbook  
2026-2027 School Year



**TAISM**

The American  
International School  
of Muscat

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# TAISM PRE-K OVERVIEW

## Our Mission

The mission of The American International School of Muscat is to pursue academic excellence for students in the international community through an American-based education that develops ethical, responsible, and globally conscious life-long learners.

## Pre-K Philosophy

We believe young children are active, capable learners who grow and develop as individuals while thriving in a collaborative environment that supports their passion for learning.

At TAISM, we offer a Pre-K Program that prepares children socially, emotionally, physically, and academically, providing foundational readiness for Elementary School. Our students learn in a school environment where they develop meaningful relationships, understand their emotions, explore through wonder and inquiry, as well as refine their gross and fine motor skills.

We utilize the TAISM Pre-K Curriculum Standards in a child-centered approach through inquiry that is both teacher-guided and child-initiated. We focus on the development of the whole child and foster strong parent partnerships. We strive for children to develop a love for learning and to become independent, lifelong learners.

## Core Beliefs

The following core beliefs are the foundation of TAISM's educational program.

- The purpose of education is to enable all students to develop their intellectual, emotional, social, and physical potential to the fullest.
- A broad-based (liberal arts) education is best suited to providing students with an understanding of humankind's intellectual traditions and accomplishments, strengthening their powers of thought, judgment, and aesthetic appreciation, and preparing them for responsible citizenship.
- All students are capable of achieving academic success. Therefore, within the framework of the school's standards, teachers adapt their educational practices to the needs of students.
- A close relationship among students, parents, faculty, and administrators enhances the educational process.
- TAISM's location in the Sultanate of Oman offers unique and invaluable learning opportunities for all members of the school community.



# TAISM LEARNER PROFILE

As learners at TAISM we strive to:



## INQUIRER



With curiosity and wonder, I ask questions and make connections to extend my innovative thinking and understanding of our world.

## CREATIVE & CRITICAL THINKER



I can critically analyze and creatively approach and solve problems in a variety of ways. I envision and develop new ideas and pursue unique expressions of my thinking.

## REFLECTIVE



I use reflection and feedback to evaluate my work and performance while setting goals for my learning.

## RISK-TAKER



I explore new ways of thinking with initiative, forethought, and confidence. I grow from both the successes and failures associated with my learning.

## BALANCED



I care for my intellectual, physical, and emotional well-being through a balanced life.

## CONTRIBUTING COMMUNITY MEMBER



My actions are respectful, responsible, and demonstrate integrity—treating others and our world with compassion and care.

## COLLABORATOR



I use effective communications skills to understand and value the perspective of others, while actively participating in a group.

*The Learner Profile guides and inspires learners toward academic success and beyond. These essential attributes exemplify TAISM's Mission in action, as responsible, ethical, and globally conscious life-long learners. We are committed to nurturing their development so that learners can achieve their highest aspirations and contribute to creating a better world.*

# Introduction to TAISM

## Background

In conjunction with the Embassy of the United States of America, the Ministry of Education of the Sultanate of Oman, and the Office of Overseas Schools of the United States Department of State, a group of parents and business leaders came together to establish The American International School of Muscat. It was the intention of this group to establish the framework for a premium educational institution that would serve the needs of many in the expatriate community of Muscat. The United States Embassy received approval from the Ministry of Education for the establishment of TAISM with operations commencing in August 1998. The American International School of Muscat (TAISM) opened in August of 1998, with Grades Kindergarten through 10. Grade 11 was added in the 1999-2000 school year and Grade 12 in the 2000-2001 school year. The Early Childhood program (3-4 year olds) was added in the 2002-2003 and renamed to Pre-Kindergarten for the 2024-2025 school year

## Board Structure

TAISM is governed by a 10-member School Board – 7 with voting privileges and 3 ex-officio participants. The U.S. Ambassador appoints four of the voting members, including the Board Chair, and the TAISM Association elects three from the parent community. Members serve for a period of two years and the board elects officers of the board. The ex-officio members of the Board are the Director, a teacher representative, and the U.S. Ambassador's representative.

## Curriculum

The purpose of the American International School of Muscat is to offer the best English medium, educational program to the international community in Oman, within the context of an American based curriculum. The curriculum at TAISM is comprised of a required program of studies based on standards and benchmarks created by professional organizations in the USA. The aim of the curriculum and the program of studies is to prepare students for acceptance at selective colleges and universities in the United States and abroad. TAISM follows the Project AERO (American Education Reaches Out), a U.S. Department of State program, in its curriculum review process. TAISM is accredited by the New England Association of Schools & Colleges (NEASC) and is a member of the Near East South Asia Council of Overseas Schools (NESA).

## Elementary School Office

The Elementary School Principal's Office, Administrative Assistants, and School Counselor are located on the ground floor near the rotunda at the east entrance. To schedule an appointment, please call 2459-5180, extension 131.

# TAISM PRE-K LEARNING

## TAISM Standards-Based Learning System

The TAISM Standards-Based Learning System is the framework the school uses to encompass learning at our school. The five areas are Standards and Curriculum, Instructional Practice, Reporting Student Progress, Collaborative Culture, and Assessment for Student Learning.

### Standards and Curriculum

The TAISM Pre-K Curriculum Standards are taught using a child-centered approach, through inquiry and explicit lessons, which are both teacher-guided and child-initiated. Within this approach, teachers use a scope and sequence of the TAISM Pre-K Standards as the foundational backbone of the classroom. Children will be challenged and supported throughout their learning by teachers and assistants who are knowledgeable about standards and each child's goals.

### What is an emergent curriculum?

An emergent curriculum is a philosophy of teaching and a way of planning a curriculum that focuses on being responsive to children's interests to create meaningful experiences. It prioritizes active participation, relationship building, inquiry, and learning through play. Teachers are required to observe, document, brainstorm, be flexible, and reflect on each child's insights and interests. The classroom will consist of learning centers that expand and facilitate children's learning, and encourage independent learning and problem-solving skills.

### What are some of the centers present in a Pre-K classroom?

Blocks, Dramatic Play, Sensory, Art, and Fine Motor are some of the centers that are found in a Pre-K classroom. In addition to these centers, our children explore books and writing throughout the day, in various activities and locations. We also work to incorporate literacy and math components in all experiences the children are engaged with to deepen their foundational skills.

### Early Learning Outdoor Environment

Outdoor play allows children to use and develop their gross motor skills. Outside activities, such as running and climbing, enhance children's coordination and large muscle development. The children go outside every day unless it is raining. When the temperatures are hot, students play in the shade only. Make sure that your child has the appropriate clothing for outside play (lightweight clothing and running shoes). If you want your child to wear sunscreen, please put it on before school. Children will also need a hat and a water bottle.

### Second Step Social-Emotional Curriculum

Second Step is an evidence-based program that features tools, teaching aids, activity guides, and resources for a classroom to ensure successful social-emotional skill instruction. This social-emotional curriculum has been shown to decrease problem behaviors and increase school success by promoting self-regulation, safety, and support.

### Second Step Child Protection Units

The Second Step Child Protection Unit blends prevention and intervention research to provide educators, families, and children with practical training and real-life solutions for working together to keep kids safe and give them support

# INSTRUCTION, ASSESSMENT, AND REPORTING

## Instructional Practice

Our Pre-K program puts your child at the center of their learning. We plan our curriculum to be responsive to students' interests and create meaningful experiences as students participate, inquire, and learn through structured play in our classroom learning centers.

These centers are designed to support your child's overall development and teach problem-solving skills, communication, and independent thinking.

## Collaborative Culture

The Pre-K staff collaborate as a team to ensure a collective understanding and development of curriculum, instructional practices, and assessment. Teachers work closely to implement the learning program at TASIM for our Pre-K children. Our teachers acknowledge the importance of being lifelong learners and engage in professional learning opportunities throughout the year. We value and honor the importance of our parent partnerships and encourage parents to be involved as much as possible with their child's classroom.

## Assessment for Student Learning

Teachers will incorporate a wide variety of assessment tools throughout the year. Informal and formal assessments are used to provide reflection opportunities for teachers to look at data in order to purposefully plan for instruction. Data will also be used to inform children and parents about ongoing progress and each child's next steps in their learning.

## Reporting Student Progress

Teachers consistently make observations and take notes of your child's progress as evidence of their learning and to guide their next steps as learners. At the end of the trimester, teachers will determine where your child is and report on whether they are emerging, approaching, meeting, or excelling the standard in the areas covered thus far in the curriculum. Parents will receive report cards based on a standards-based learning model three times a year. Teachers are available to meet with parents during the year to discuss their child's progress.



# STUDENT HEALTH AND SAFETY

## Health

A Registered Nurse is available throughout the school day from 8:00 a.m. to 4:30 p.m. TAISM's nurses are part of the support staff at The American International School of Muscat. The Nurse:

- supervises the processing and maintenance of student health records,
- maintains first aid kits and supplies,
- responds to routine illnesses and injuries,
- provides ongoing training in first aid,
- coordinates with local doctors and hospitals,
- maintains the Lost and Found cabinet.

Students who wish to see the Nurse can obtain a pass from their teacher. Parents of students with specific medical concerns or needs are encouraged to contact the Nurse (2459-5180 x129) to discuss their requirements.

### Procedures for Dispensing Medication:

- If a student needs to take medicine during school hours, parents must leave the medication with the School Nurse. Medications are stored in a secure location in the Nurse's Office.
- The container must be clearly labeled with the student's name and the appropriate dosage.
- Students who require occasional medicines for headaches, asthma, allergies, etc., should leave a supply with the Nurse unless a regular schedule of medication has been prearranged. The Nurse will communicate with parents when medication is administered.
- No student may carry medicines of any description while at school.
- If the Nurse is not available, the Principal or the Director will dispense scheduled medications.

Parents are requested to discuss with the Nurse the necessary information regarding the dispensing of prescribed medication. No prescribed medication will be given to students without the written permission of the parent.

## Lice/Nits

Parents/Guardians of students identified with head lice/nits will be contacted by the nursing staff. Students will be required to be picked up from school in order to be treated and lice removed. Once the child is treated, the child may return to school with proof of treatment and evidence of lice removal with a nit comb. Proof of treatment may be in the form of a physician statement, a receipt for the product used, or the box top from the product used. Once treatment and nit removal have been verified by the health office staff, the child will then be readmitted to class. Typically, students who go home for treatment of lice will be back in class the next morning.

## Illness

One of our primary concerns is to ensure a healthy environment. The following guidelines will help diminish illness during the year for both teachers and students. Parents should not send a sick or overtired child to school. A sick child will not enjoy school, and the flu, cold, or other contagious conditions can infect the entire class.

- A child needs to be healthy enough to participate in both indoor and outdoor activities each day. If a child is not well enough to play outside, he/she should not be sent to school.
- A fever of any kind, diarrhea, or upset stomach requires a 24-hour period without symptoms before a child returns to school.

- If a child becomes sick during school, the school will contact his/her parents or emergency contact person to come and take the child home.
- A child with a contagious condition may, at the discretion of the nurse and/or principal, be sent home and restricted from school attendance until such condition has cleared.

## **CCTV System**

The American International School of Muscat (TAISM) utilizes a surveillance camera system (CCTV) for the protection, safety, and security of students, employees, and authorized visitors on school grounds and in contracted transportation.

### **Questions and Answers Related to CCTV at TAISM:**

#### **How will the CCTV system be used by the school?**

As part of the school's ongoing efforts to maintain a safe and secure environment, video cameras are being used to monitor particular locations, including the school perimeter, parking areas, gates and entries, hallways, storage areas, and public gathering spaces. Cameras are not installed in areas where there is a reasonable expectation of privacy (e.g., bathrooms, changing rooms). Data is maintained for 30 days, but may be maintained longer if needed for an ongoing investigation or audit.

#### **Has there been any specific risk identified?**

No specific threat has been identified as the reason for utilizing cameras on campus or buses. They are a part of our ongoing effort to ensure student safety. It is quite common to have surveillance cameras in public buildings, on public transport, and more specifically in or around schools.

#### **Is CCTV required by the local laws or other authorities?**

Omani authorities require the use of CCTV cameras in buildings that are accessible to the public and are approved for use on the campus. Directives from the Ministry of Education and the Royal Oman Police advise the use of cameras in buses. Additionally, the TAISM Board of Directors has policies in place that direct the administration to establish security and safety regulations and procedures.

#### **Who has access to the recordings and monitoring systems?**

The CCTV system is maintained by TAISM's Technology Director, and all systems have been designed for the security of the data collected. Access to the information provided by the cameras is accessible only to the school administration for the use of security and safety. Data collected may be viewed when there is reasonable suspicion of a security or safety issue or violation of school policy or regulation.

#### **Do outside authorities have access to the recordings and monitoring systems?**

Data will not be shared with outside authorities unless the school is required to do so under local law.

Any questions regarding the implementation of CCTV can be addressed to Gokul Krishnan (Technology Director) or Peter Lee (Director).

# GENERAL INFORMATION

## Absences/Tardies

Please inform the elementary office when your child is going to be absent for a long period of time. If your child is sick or absent one day, please inform your child's teacher. If you are dropping your child off at school after 8:40 a.m., please communicate with the Receptionist, located near the Director's Office (near the Pre-K entrance), or the Elementary School Office for our records. Attendance is taken at 8:40 a.m. each morning.

## Communication: Home and School

Your child may bring home notes or papers in their backpacks. Please take out any papers that come home with your child daily and take a look at them. Sometimes your child has made some amazing pictures they want to share with you or there might be an important note from us. Teachers will communicate with parents in person during drop-off and pick-up when possible. If your child rides the bus, teachers will communicate with you by phone or through your TAISM family email. A class blog is a way to keep you updated on your child's special year. Each classroom will communicate weekly through the class blog to relay important information. It will include classroom news, upcoming events, and pictures of your children at school.

## Field Trips

Throughout the year, each classroom will go on field trips and bring the experience back into the classroom to explore and learn more about it. Discover Oman is an event where the children will go on field trips and learn more about Oman's culture. Teachers will ask parents to join the class and help supervise children on these field trips.

## Health Clinic

A full-time Registered Nurse is on duty from 8:00 a.m. to 4:30 p.m. Parents of students with specific medical concerns or needs are encouraged to contact the nurse (2459-5180) to discuss their requirements.

One of our primary concerns is to ensure a healthy environment. The following guidelines will help diminish illness during the year for both teachers and students. Parents should not send a sick child to school. A sick child will not benefit from attending school, and the flu, cold, or other contagious conditions can infect the entire class.

- A fever of any kind, diarrhea, or upset stomach requires a 24-hour period without symptoms before a child returns to school.
- A child with a thick colored nasal discharge, a deep cough, or who exhibits listlessness should be kept home.
- A child needs to be healthy enough to participate in both indoor and outdoor activities each day. If a child is not well enough to play outside, he/she should not be sent to school.
- If a child becomes sick during school, the school will contact his/her parents or emergency contact person to come and take the child home.
- A child with a contagious condition may, at the discretion of the nurse and/or principal, be sent home and restricted from school attendance until such condition has cleared.

## Items Required From Home

Your child will need a backpack large enough to put artwork and class notes in. Also, dress your child in comfortable clothes and shoes for a busy day at school. They will learn through the exploration of materials, and the children may get messy at times. Please send your child in clothes that can get dirty.

Each child also needs to bring:

- A hat and a water bottle for outdoor exploration.
- An extra change of clothes to remain at school to use when necessary.
- Rain Boots or shoes that can get wet: Due to the amount of water and sand your child can play within our Early Learning Outdoor Environment, we encourage children to bring a pair of additional shoes to wear outside.
- Snack: Your child will need to bring a snack to eat mid-morning. We ask that you pack a healthy snack for your child to promote healthy nutrition.

## Role of Assistants in the Pre-K Classroom

There are assistant teachers in the Pre-K classroom. The role of the assistants is to engage children in learning, support children in becoming independent, lead small group instruction, and assist the lead teacher throughout all transitions and routines. The assistants are available to communicate with parents at arrival and departure as well. If you would like information about your child's progress or have concerns, please schedule a time to meet with your child's teacher.

## Room Parents

Room parents help coordinate a variety of activities for the Pre-K classrooms, for example, food for events, organizing parents to come into the classroom, and collecting materials.

## School Hours

Classroom hours are 8:30-12:30. The classroom doors will open at 8:00 a.m. Pre-K students are encouraged to arrive between 8:15-8:30 am. It is important that your child eats breakfast before coming to school. Children should be brought to the Pre-K hallway where the teacher will greet him/her and walk each child to the classroom. At the end of the day, please wait in the Director's Lobby until the class is dismissed.

There is an additional extended day option available for families of Pre-K 4 students. The extended day program hours run for the regular morning program from 8:30 - 12:30 and then continue through the afternoon from 12:30-3:30. Please contact admissions if you are interested in registering for the extended day program.

## Specials in Pre-K

- Library - Each classroom has a library time in the elementary library. The librarian shares a story with the children, and they are allowed to check out a book to take home in a bag that is provided. Parents are responsible for the proper handling of the books and returning them.
- Music - Each classroom integrates music into the daily routine and within large-group settings. Additionally, Pre-K4 students attend music class with the Music Specialist Teacher.
- PE - Students will enjoy PE in either the gym space or outdoors. Children will participate in a swimming unit towards the end of the year. In Pre-K, PE is embedded into their regular program with the homeroom teacher.
- Art - Pre-K4 students will enjoy developing their artistic skills with our Art Specialist Teacher. This will be in addition to the creative opportunities offered in the Pre-K classroom.
- Cooking - Approximately once a week, Pre-K students will go into the Pre-K kitchen and learn to read a recipe and cook as part of their learning centers.
- Counseling Session - The Elementary School Counselor teaches social-emotional lessons to the children about once a week.

## Toilet Training

It is a requirement that all students are fully toilet-trained before attending TAISM. For any student who has not secured toilet training (defined as three consecutive school days without accidents), student attendance may be withheld for a designated amount of time to give the child and the family an opportunity to complete the training and secure independent toileting.

## Transportation

Parents of students in the Pre-K program may use the Gate 1 entrance on the west side of the school near the Bosch Performing Arts Center when displaying a valid parking pass. A valid TAISM parking pass must be displayed prominently for immediate access. For safety, school security will question unauthorized vehicles or visitors.

Please remember that children should not be left unattended in a vehicle without an adult present.

Children riding the bus will be brought into their classroom by the bus monitor. Contact the Operations Office to let them know of any changes to your child's busing services. We appreciate your patience with bus timings. There are various factors at play that affect real pickup and drop-off times. All routes are designed to be as efficient as possible.

The Operations Department is located in room 115 and is available to answer any questions you may have.