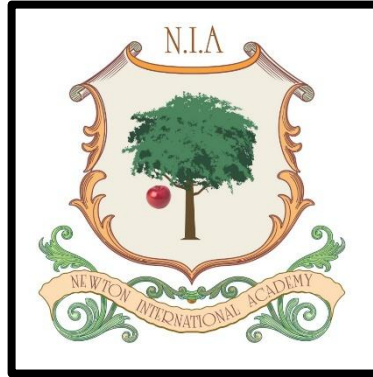


NEWTON INTERNATIONAL ACADEMY LUSAIL SECONDARY PARENTS HANDBOOK



***"An international community of learners
striving for excellence and celebrating
success"***

**ACADEMIC
YEAR
2025 - 2026**



NEWTON INTERNATIONAL ACADEMY LUSAIL

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An International community of learners striving for excellence and celebrating success



Dear Parents,

We are truly delighted to welcome you and your child to Newton International Academy Lusail, a proud member of the Newton Group of Schools. Whether you are joining us for the first time or continuing your child's educational journey with us, we thank you for placing your trust in our care and community.

At NIA Lusail, our mission is to create a learning environment where every child is seen, supported, and stretched to reach their fullest potential. We aim to provide a well-rounded education that not only challenges students academically but also nurtures their personal growth, wellbeing, and sense of belonging.

NIA Lusail delivers the British National Curriculum through a lens that celebrates the values and traditions of Qatar. In doing so, we strive to prepare students to thrive as compassionate, confident, and capable young people in a rapidly changing global society. We are committed to developing independent learners who are proud of their heritage, respectful of others, and equipped with the knowledge and skills needed for the future.

This Parent Handbook has been carefully designed to provide you with a clear overview of our policies, expectations, routines, and values. It is intended to support you in understanding the day-to-day life of the school, and to highlight how we work in partnership with you to ensure that every child experiences success.

Strong home-school collaboration lies at the heart of all we do. We believe that open communication and mutual respect between staff, students, and families are the foundations for a thriving learning community.

We are excited to work alongside you this year as we continue to build an international school that stands for excellence, integrity, and care.

Yours sincerely,

Mr M. Wilson
Principal



Vision, Mission, and Values

Our Vision:

An international community of learners, striving for excellence, and celebrating success.

Our Mission:

We aim to provide the highest quality of education possible for all our students. In doing so, we aim to positively encourage each student to achieve academic excellence, celebrate diversity, develop critical thinking skills and become lifelong learners and responsible citizens.

To achieve this, we will provide a diverse education in a safe, supportive environment that promotes positive discipline and self-motivation. We will provide and maintain a trusting and caring atmosphere where teaching and learning is meaningful and developed. We will work in partnership with our staff, students, parents and wider community to achieve our vision.

VALUES	ATTRIBUTES
RESPECT	Self- respect, respect for students/staff/parents and cultures. Respect for personal and community property.
ENVIRONMENTAL AWARENESS	Respect for our environment
SUPPORT	Support the development of each individual to his/her full potential
EMPATHY	Understanding and appreciation of the feelings of others
ACCOUNTABILITY	Highest personal commitment to taking responsibility for our actions
RESPONSIBILITY	Development of responsible citizens through community service
COMMUNICATION	Open and effective communication among students, staff and parents
HONESTY	Honesty in all our actions
DIVERSITY	Appreciation of all languages, traditions, religions and cultures



Structure of the Day

Registration

The school day begins promptly at 7:00 a.m. Students are expected to go directly to their tutor rooms upon arrival. It is essential that all students are present by this time, as the morning attendance register will be taken, and important announcements or guidance relevant to their day and the wider school community will be shared.

Registration	07:00 to 07:10
Lesson 1	07:10 to 08:00
Lesson 2	08:00 to 08:50
Lesson 3	08:50 to 09:40
Break	09:40 to 10:00
Lesson 4	10:00 to 10:50
Lesson 5	10:50 to 11:40
Break	11:40 to 12:00
Lesson 6	12:00 to 12:50
Lesson 7	12:50 to 13:40

At 7:05 a.m., the Qatar National Anthem will be played. All students, staff, and visitors must stand in silence and face the national flag as a sign of respect.

Late arrivals may miss important information shared during registration and valuable learning time. Persistent lateness will be recorded on the school register and reflected in academic reports.

Punctuality

Punctuality is monitored closely in accordance with Ministry of Education requirements.

Students arriving after 7:00 a.m. must report to reception to receive a late slip. Their name and time of arrival will be recorded. While we acknowledge that traffic in Doha can be unpredictable, we strongly advise that all students aim to arrive by 6:55 a.m. at the latest.

Repeated lateness is considered a serious matter and will be noted in the student's academic report.

Tutor Period

The form tutor plays a key role in shaping a student's school experience. As the primary point of contact, the tutor should be the first person students approach with any concerns or issues. Similarly, parents are encouraged to communicate directly with the tutor, who serves as their main link to the school.

Day-to-day matters can be communicated via written notes in the Student Planner, while more complex issues should be addressed through an email or by arranging an after-school appointment. As the member of staff with the most comprehensive understanding of the student's overall progress and wellbeing, the tutor is best placed to offer guidance and support when all concerns are initially directed through them.



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Absence and Late Procedure

It is vital that students attend school every day to keep up with their academic work. Students who regularly miss days due to sickness or other reasons often struggle to catch up, which can lead to frustration and may negatively impact their behaviour.

It is essential that all students attend the registration period, as important information is shared during this time. The school calendar and Attendance Policy are available on our website.

End of the School Day

All secondary students are expected to leave the school premises promptly at 1:40 p.m.

Younger siblings may be collected by a secondary student if consent has been provided by parents. Any secondary student who remains on site after this time must wait in designated supervised areas. Students must not gather or wait outside the school gates.

Extra-Curricular Activities (ECAs)

ECAs are offered on Mondays and Tuesdays, finishing at 2:25 p.m. Participation is optional but students must register and receive a confirmed place to attend.

ECAs are run by school staff as well as external providers. While most are free of charge, some external activities may incur an additional cost.

Assemblies

Whole School, Key Stage, and House Assemblies are valuable opportunities for the school community to come together at various levels. These gatherings provide a platform for students to lead, participate, and share ideas, values, and perspectives that matter to them and to the wider school.

Assemblies play an important role in promoting and reinforcing the core values outlined in the school's Mission Statement. They help foster a sense of belonging, reflection, and collective identity.

It is expected that every student will have the opportunity to actively participate in at least one assembly during the academic year.

Key Procedures

Security and Visitors to the School

For safeguarding and security reasons, no parents, guardians, or visitors are permitted to enter the main teaching areas of the school during the school day.

All visitors must first gain authorisation from the security staff at the school gate and wear a visible visitor's badge at all times while on site. Upon entry, visitors must report directly to the main reception for assistance or further instructions.

All meetings with school staff will take place only in designated areas, such as the reception, meeting rooms, or administrative offices. Visitor details will be recorded in the Visitor Control Book for safety and accountability purposes.



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Dropping Off and Collection of Children

All student drop-off and collection must take place in the designated basement area. Parents and drivers are reminded to exercise extreme caution and patience during these busy times to ensure the safety of all children. At NIA Lusail, we actively promote road safety awareness and ask all families to support this by ensuring that children wear seat belts at all times, whether seated in the front or back of a vehicle. The school also runs an annual Road Safety Awareness Campaign to reinforce this message.

Please only use the basement entrance for drop-off and pick-up. Do not instruct your child to walk to nearby or alternative pick-up points, as this poses a significant safety risk due to high traffic in the surrounding area.

Health and Safety

Good health supports your child's ability to learn and succeed at school and throughout life. Therefore, we emphasise the importance of good nutrition, sufficient sleep, personal hygiene, and regular physical activity. We have a Healthy Eating Policy, available on our website, and encourage all students to drink plenty of water, especially during the warmer months. We also promote environmental awareness by encouraging students to bring a refillable water bottle to reduce the use of disposable plastic cups.

Parents will be notified of any health concerns. Injured or ill children will be assessed and treated accordingly. Many of our teaching and support staff are trained in basic First Aid and CPR. If a student becomes ill or is injured during the day, they must report to the school nurse, who will assess the situation and contact parents if necessary.

Students may not contact home directly if they are unwell; they must go through the nurse. Parents may not collect a child from school due to illness unless authorised by the school nurse.

Elevator Use

Students are not permitted to use the elevator unless they have a documented medical condition. Approval will be noted in the student planner by Secondary Management.

Unauthorised use of the elevator may result in disciplinary consequences.

Fire Drills and Emergency Procedures

Fire drills are conducted regularly throughout the school year. These are essential to ensure that students and staff know how to evacuate the building safely in the event of an emergency.

Evacuation procedures are displayed in all classrooms. Students must leave the building quietly and in an orderly manner and remain with their subject teacher throughout the drill.

Talking or misbehaviour during fire drills is not permitted. Students who violate this procedure will face disciplinary action. Please ensure you read through the Health and Safety Policy with your child.

E-Safety and Internet Use

Access to the internet allows students to explore educational resources, libraries, and communicate with users worldwide. However, some content online may be illegal, inappropriate, or offensive.



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Families are required to read and follow the school's E-Safety Policy, which is available on the school website. This policy outlines expectations for safe, respectful, and responsible use of the internet.

Textbooks

When textbooks are issued to students, each student becomes responsible for returning the assigned book in the same condition as when it was issued, aside from normal wear and tear.

Charges will be applied for any lost or damaged books. End-of-year reports may be withheld until all financial obligations, including textbook fines, are settled.

Library and Resources

As a developing school, we are continually working to expand and improve the range of educational resources available.

A full range of Secondary-level books has been stocked in the school library to support students across all subjects. In addition, ICT provision has been enhanced throughout the school to strengthen digital learning and classroom engagement.

All library books are tracked and managed electronically through our School Management System.

Uniform

Girls	Boys
<ul style="list-style-type: none">• McKenzie tartan straight cut long skirt, or loose-fitting navy-blue school trousers.• White linen shirt with school logo on the left side.• School jumper/fleece jacket.• Plain colour coat, no logos.• Plain black or navy headwear (optional).• White ankle socks• Plain, flat black leather shoes with no motif or White heel. No trainer styles.	<ul style="list-style-type: none">• Navy blue school trousers, no jeans or tracksuit bottoms.• White linen shirt with school logo on the left side.• Plain white T-shirt or vest to be worn under shirt(optional).• School tartan tie (to be tied properly and worn up to the neck).• School sweatshirt/fleece jacket.• School jumper/fleece jacket.• Plain, flat black leather shoes with no motif. Sports shoes will not be permitted.

Students who are unable to wear plain black shoes for medical reasons must provide a doctor's note explaining the condition. This documentation will be kept on record by the school.

Students should be dressed in full uniform each day. Student may come to school in their PE kit on PE days. A detailed outline of the required uniform is found at the reception. It is an expectation that both parents and students adhere strictly to the required dress code and ensure that students are neatly and appropriately presented at all times. Please refer to the Uniform Policy for further details.



General Equipment

Students are required to bring the following basic equipment to school every day.

Failure to bring the correct equipment may impact learning and class participation.

- ✓ Black/blue ballpoint pens
- ✓ HB pencils
- ✓ Pencil sharpener
- ✓ Eraser
- ✓ Ruler
- ✓ 2GB –Flash Drive
- ✓ Plastic Clear Bag Folder for each subject
- ✓ Set square set
- ✓ Protractor
- ✓ Pack of colour pencils
- ✓ Pack of felt tip pens
- ✓ Pencil case
- ✓ Calculator
- ✓ A3 Sketch Book for Art

**** PLEASE NOTE THAT SPECIALIST SUBJECTS MAY HAVE FURTHER REQUIREMENTS****

Communication

At NIA Lusail, we actively promote open communication between parents and staff at all levels. Our school website serves as the primary platform for updates, announcements, and key information.

A school newsletter is published each term, keeping parents informed about activities, student achievements, and special events. In addition, NIA Lusail student life is featured weekly on Instagram.

Parents are welcome to visit the school and meet with their child's teachers. To ensure a smooth process, please follow the correct line of communication and all meetings must be arranged by appointment in advance.

Contact Information

Clear and accurate communication is vital for supporting your child's development at NIA Lusail. Please ensure the school always has up-to-date contact and medical information on file.

This should be recorded in:

- The designated page in the student planner
- The official student records with the school registrar

Parents are asked to read and sign their child's planner weekly, using it as a communication tool to write comments or raise questions.



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We encourage parents to stay in touch with form tutors and subject teachers to monitor academic and personal progress. While staff are not expected to share personal mobile numbers, a list of official school email addresses is provided to all parents at the beginning of the school year.

At NIA Lusail, staff and parents work in close partnership to support the success and wellbeing of every student.

Information / Parent Meetings

At the beginning of the academic year, parents are invited to attend a Welcome Evening, where the school's vision, priorities, and academic plan for the year will be presented. Parents will be introduced to the curriculum and will have an opportunity to ask questions. All Secondary staff will be present to respond to queries and offer guidance.

Parent-Student-Teacher meetings are held once each term. These meetings are an important opportunity to discuss your child's progress, targets, and next steps. We strongly encourage all parents to attend.

Additional meetings may be arranged throughout the year, such as the Year 9 Options Evenings. These are essential for helping your child make informed decisions about subject choices and future pathways. Your presence and support at these events is greatly valued.

If you wish to meet with a teacher at any other point during the school year, please contact the school office to arrange an appointment.

Parent Involvement and the PTA

At NIA Lusail, we encourage all parents to be actively involved in their child's education. Educational research shows that students whose parents engage with their school, whether through academic support or broader school activities, are more motivated, confident, and committed to their learning.

It is important to note that parental involvement remains essential throughout all stages of a child's education, not just in the early years. Older students benefit just as much from encouragement, support, and communication from home.

The Parent-Teacher Association (PTA) plays a valuable role in supporting teaching, learning, and the organisation of special events. The PTA is a key link between the school and its parent community.

If you are interested in supporting the school or would like to join the PTA, please do not hesitate to contact the school office. Your involvement is welcomed and makes a lasting impact on the school community.

Virtual Learning Environment at NIA Lusail

All teachers at NIA use Microsoft Teams to support and extend student learning beyond the classroom. Lesson resources, such as PowerPoints, assignments, and homework, are regularly posted on each subject's Teams page. It is therefore essential that all students join the Microsoft Teams for each of their subjects.

To access Microsoft Teams, students will be provided with an Outlook email address by the school. This school email must be used to log in to Teams and all other digital learning platforms used by NIA Lusail.

Please ensure your child activates and regularly checks their school Outlook email to stay up to date with their learning.



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An Evaluative School

NIA Lusail is a school committed to continuous improvement. The Senior Management Team (SMT) and all staff members are actively involved in evaluating the school's practices to ensure students are well supported in every aspect of school life.

All school events, activities, and internal processes are regularly reviewed to identify areas of success and explore opportunities for development.

Students will also contribute to this evaluative process through their involvement in the Student Council, giving them a voice in shaping the school's future.

How to help your child at school

At NIA Lusail, we believe that a strong partnership between parents and the school is essential to the development of each student as a responsible, confident, and successful member of society. Just as parents have expectations of the school, the school also has expectations of parents. Working together allows us to provide the best possible environment for learning and personal growth.

We ask parents to support both their child and the school in the following ways:

- Discuss your child's school day and what they have learned.
- Celebrate successes, acknowledge when your child is rewarded or praised at school.
- Attend parent meetings and make the effort to meet your child's teachers when possible.
- If you have concerns, speak with the form tutor, subject teacher, school counsellor, or a member of the Senior Management Team.
Try to understand your child's perspective and share any information that might support their progress.
- Reach out to the school if you have questions or issues, we are here to help.
- Encourage participation in extra-curricular activities to develop wider skills and interests.
- Ensure your child:
 - Arrives on time and is well-prepared with the correct equipment.
 - Has sufficient time and support to complete homework each day.
 - Gets enough sleep to be alert and ready for learning.

By supporting these shared expectations, we can work together to help your child thrive both academically and personally.

Homework

Homework is an essential part of the learning process at NIA Lusail and plays a key role in reinforcing what is taught in class, fostering independence, and building strong study habits.

A copy of the Secondary Homework Policy can be found on the school website.

Homework is structured to reflect the differing needs of each subject:

- Short, frequent tasks are common in subjects like Mathematics to reinforce key skills.
- Longer, project-based tasks, spread over a week or two, may be set in subjects like Geography.



To manage this variation, the school provides a homework timetable that sets out the total expected time for homework each week. Students are encouraged to plan ahead and start homework early to avoid a build-up of tasks.

- All students must use their planner to record daily homework and due dates.
- Form tutors and Heads of Year monitor homework regularly.
- Parents are asked to check and sign the planner weekly.
- Missed homework will be recorded by the teacher in the planner.
- Repeated failure to complete homework may result in disciplinary action.

As students move through the school, they are expected to take increasing responsibility for organising and managing their own workload. Our goal is to nurture independent learners who develop strong self-study skills and personal accountability.

Pastoral Care

Student Health and Wellbeing

At NIA Lusail, every student has the right to grow and develop, both academically and personally, throughout their time in Secondary. Our aim is to create a supportive, respectful environment where positive relationships are consistently encouraged and modelled.

The health, safety, and emotional wellbeing of our students are a top priority. A qualified school nurse is available on-site throughout the school day to provide first aid, respond to medical concerns, and monitor student health. Regular health checks and awareness sessions are also organised to promote hygiene, illness prevention, and overall physical wellbeing.

The school promotes healthy eating habits and encourages students to make informed food choices. Our cafeteria offers a variety of nutritious meals and snacks, with an emphasis on fresh, balanced options and reduced sugar content. These efforts are further supported by our annual Healthy Eating Week, which features student-led initiatives, themed activities, and practical workshops.

To support emotional and mental health, the school provides access to a qualified school counsellor who works closely with students, staff, and families. The counsellor offers one-on-one support, group sessions, and guidance on managing stress, building resilience, and navigating social or emotional challenges. Wellbeing is also embedded in the wider school culture through regular awareness campaigns, pastoral care programmes, and classroom discussions. Teachers and staff are trained to identify students who may need additional support, and the pastoral and counselling teams work collaboratively to ensure that every student feels safe, valued, and equipped to thrive both inside and outside the classroom.



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Teachers actively promote a sense of community and belonging, both in and out of the classroom, through:

- Daily lessons
- Assemblies
- Breaktime interactions
- Tutor sessions
- Extra-Curricular Activities
- Student Work Displays
- Community Outreach and Partnerships
- Positive student-teacher relationships

Bullying is not tolerated in any form. The school's Anti-Bullying Policy is available on the website, and we run an annual Anti-Bullying Campaign to raise awareness, promote kindness, and equip students with strategies for respectful conflict resolution.

The Form Tutor plays a key pastoral role and meets with students each morning during registration. Tutors are the primary link between school and home, and students are encouraged to build a relationship based on trust and open communication with their tutor.

While the tutor is the first point of contact for any concerns or worries, all Secondary teachers have a pastoral responsibility, and students are always welcome to speak with another trusted teacher if they feel more comfortable doing so.

School Counsellor

Secondary students may speak with the School Counsellor regarding any personal or school-related concerns. These conversations are confidential, and students are encouraged to visit the Counsellor during break times. In the case of an emergency, the Counsellor is available throughout the school day.

The School Counsellor also works closely with management and teaching staff when needed, supporting student wellbeing and resolving issues that may arise within the school setting. The presence of the Counsellor ensures that all students have access to emotional and pastoral support when needed.

Special Events

A rich programme of special events runs throughout the school year, offering Secondary students the chance to explore their interests, build confidence, and develop a strong sense of community. Participation in these events is highly encouraged, as they form an integral part of the broader educational experience and help promote values such as teamwork, creativity, global citizenship, and wellbeing.

Key annual events include the School Fair, where students and staff collaborate to raise funds for charitable causes, and Sports Day, which highlights physical fitness, friendly competition, and team spirit. The School Concert provides a platform for students to showcase their musical and performing arts talents.



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The school calendar also includes a wide variety of themed weeks designed to deepen subject engagement and celebrate student learning. These include Maths Week, Science Week, Book Week, Arabic Language Week, English Week, Healthy Eating Week, and Mental Health Awareness Week. These events promote cross-curricular learning and help students connect academic content with real-world themes.

In addition, the school celebrates key cultural and global awareness days such as Qatar National Day, Sports Day, International Day, Environmental Day, and Entrepreneurs' Day. These celebrations foster respect for diversity, environmental responsibility, innovation, and pride in our shared community and heritage.

Student Leadership

The House System

At NIA Lusail, all Secondary students are placed into one of four Houses upon joining the school:

- Bell House
- Curie House
- Edison House
- Wright House

Students remain in the same House throughout their time at the school, helping to foster a sense of belonging, loyalty, and identity.

Each year, students are elected as House Captains, serving as role models and leaders who help build team spirit, motivate peers, and coordinate House participation in school events.

A range of inter-house events take place throughout the year, such as Sports Day, Mathematics Quizzes, and other competitions, where students can earn points for their House. These activities promote both friendly competition and collaboration, while celebrating the strengths and talents of every student.

Members of staff are assigned to each House and actively support the development of House spirit, encouraging participation, teamwork, and a positive ethos during all House-related events.

Prefects

Staff and students participate in the selection of Prefects. These students play an important role in the day-to-day running of the Secondary School. Prefects are given key leadership responsibilities and are expected to be positive role models who motivate and work cooperatively with students across all year groups.

Prefects assist in various school functions, including supporting the Sports and Art Departments, speaking and assisting during assemblies, and helping at parent meetings and other school events. Their leadership helps to strengthen the school community and promote a culture of respect and responsibility.

Student Council

Students in each class from Year 7 to Year 10 elect two representatives (one boy and one girl) to serve on the Student Council. This elected body meets regularly with the Head of Student Council, the Head of Pastoral, and occasionally the Principal to discuss issues relevant to student life at NIA Lusail.



Student representatives bring forward the views and concerns of their classmates, ensuring that the voice of the student body is heard. Through these meetings, students help shape key policies and decisions within the Secondary School and contribute to a more inclusive and responsive learning environment.

The Secondary Curriculum

The curriculum followed throughout the Secondary School at NIA Lusail is based on the National Curriculum of England and Wales. Each subject curriculum is adapted from the British QCA-approved National Strategy (2014) and is regularly reviewed to ensure it remains relevant, rigorous, and appropriate for our school community.

In adapting the curriculum, we consider both the educational standards of the UK system and the requirements of the Ministry of Education and Higher Education (MOEHE) in Qatar. This ensures that our students receive a broad and balanced education that prepares them for both local and international opportunities.

The Key Stage 4 (IGCSE) curriculum is also drawn from the same British framework, and students are assessed through internationally recognised examination boards; Pearson Edexcel and Cambridge International (CIE). These qualifications, including IGCSEs are respected worldwide for their academic quality and rigour.

The Arabic Department plays a vital role in promoting language, culture, and values across the school. In addition to delivering the core subjects of Arabic Language, Qatar History, and Islamic Studies, the department leads a variety of enriching events that celebrate heritage and foster a strong sense of identity and pride among students. Throughout the year, students have the opportunity to participate in Arabic poetry recitations, Arabic concerts, and Quran recitation competitions, which help develop public speaking skills, memorisation, and a deeper appreciation of religious and literary texts. The department also leads the school's Qatar National Day celebrations, organising traditional performances, cultural exhibitions, and classroom activities that honour the nation's history and traditions. These events not only support the academic curriculum but also promote moral development, spiritual awareness, and cultural understanding in a meaningful and engaging way.

Themed / Specialist Weeks

Throughout the school themed weeks are planned in order to celebrate various aspects of school life. The school has the following themes weeks: Healthy-eating week, Anti-Bullying Week, Reading week, Science Week, Maths Week, English Week and Arabic Week.

During these weeks' students are exposed in greater depth to aspects of these subjects and in most instances will also engage in inter-Newton activities like Maths and Science competitions as well as sporting tournaments. In addition, National Day and International Day are held during these themed weeks providing students the opportunity to consider the diverse cultures that exist in the school community.



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Subjects taught at each Key Stage are outlined in the table below.

Key Stage 3 Subjects	Key Stage 4 Subjects (IGCSE)
Arabic	English
Art and Design	Mathematics
Citizenship/Islamic Studies	Arabic
Design & Technology	Biology; Human Biology
English	Business Studies
French	Chemistry
Geography	Citizenship/Islamic Studies
History	Design & Technology
History of Qatar	Enterprise
I.C.T	Environmental Management
Mathematics	Geography
PE	History
Science	ICT / BTEC IT
	Physics

Assessments

A wide range of assessments take place throughout the academic year at NIA Lusail, designed to support student progress and track attainment across all subjects. These include both formative assessments (ongoing checks of understanding during lessons) and summative assessments (end-of-unit and end-of-term exams or major tasks).

At Key Stage 3, assessment outcomes are recorded using a grading scale linked to percentage bands (see grading scale below).

GRADES IN YEAR 7 - 9	
Grade	Percentage
9	96 – 100%
8	90 – 95%
7	80 – 89%
6	75 – 79%
5	67 – 74%
4	58 – 66%
3	50 – 57%
2	40 – 49%
1	30 – 39%
U	0 – 29%

IGCSE GRADING	
New Grading	Old Grading
9	High A*
8	Low A* or High A
7	Low A
6	High B
5	Low B or High C
4	Low C
3	D or High E
2	F to E
1	G
U	U

For Key Stage 4 (IGCSE), grades follow the official marking schemes and grade boundaries set by the Pearson Edexcel and Cambridge International (CIE) examination boards.



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Modular examinations are available for Pearson subjects in Year 10. This structure allows students to complete specific units at different stages, rather than sitting all assessments at the end of the course. It supports a more manageable workload and enables students to demonstrate their understanding progressively.

Assessment records are maintained by subject teachers and uploaded to the School Management System (SMS). The overall outcomes of a student's performance are reported as a level (KS3) or a grade (KS4/KS5) in their end-of-term reports.

Targets

At NIA Lusail, reflection and target setting are key to developing independent learners. Students are encouraged to set their own targets each term and to reflect on them regularly. These should be recorded in their student planner.

In addition, teachers will set at least one subject-specific target in each report to guide further improvement. In lessons, students are given opportunities to discuss and reflect on how they can work towards achieving these targets.

Examinations

Examinations play a critical role in assessing student progress at NIA Lusail, particularly in the Secondary phase. As such, all examinations are taken extremely seriously, with a clear focus on preparing students for the rigour and expectations of public examinations in Key Stage 4.

Internal examinations are conducted under strict conditions, replicating the rules and procedures of formal exam boards. All students receive clear examination guidelines and are expected to follow them precisely. Any breach of these guidelines may result in the student receiving a null grade, in line with the disciplinary policies of international examination boards.

Examination results are reviewed each term, and feedback is shared with parents during scheduled parent meetings. Students who show signs of underperformance are identified and monitored closely. Parents of students who are a cause for concern will be contacted directly, and the student's progress will be discussed with the school's management team to ensure appropriate support and intervention.

Reporting: Types of Reports

Secondary students at NIA Lusail receive three academic reports over the course of the academic year. Two of these reports serve as progress 'snapshots', providing parents with a general overview of their child's academic attainment and engagement at that point in time. These reports are discussed in detail during Parent-Teacher Meetings, and attendance at these meetings is compulsory. Reports will not be handed to students, drivers, or nannies, as these meetings serve as the designated time for subject teachers to discuss each student's progress and areas for improvement directly with parents.



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In addition, all students receive a detailed academic report twice a year. These reports are written by subject teachers and form tutors, providing a comprehensive summary of the student's academic performance, effort, behaviour, and attitude in each subject. Subject teachers will also set individual targets for improvement, giving students clear academic goals to work toward.

More detailed information about the curriculum, subject expectations, and reporting policies can be found on the school website.

Career Guidance

Careers guidance aims to help students match their skills, interest, and abilities with plans that meet their educational and future goals. The objective is to challenge students at a high level in order to be successful and achieve their goals. It helps guide students through their exploration of academic, personal, social and career related activities that will develop and encourage personal awareness.

Careers education forms part of the tutorial programme to help students to make decisions about what careers may be appropriate for them.

Secondary Policies

The following policies are in place to ensure a safe, supportive, and effective learning environment for all Secondary students:

- Behaviour and Discipline Policy
- Uniform and Appearance Policy
- Attendance and Punctuality Policy
- Assessment and Reporting Policy
- ICT Acceptable Use Policy
- Mobile Phone and Electronic Devices Policy

We thank you for reading this handbook and for your ongoing support and partnership. With strong home-school collaboration, we can ensure your child's experience at NIA Lusail is positive, inspiring, and successful.

The Secondary Leadership Team