



# Newton British Academy

## Primary Handbook

Key stage 1 and 2

2025 - 2026



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Welcome to Newton British Academy, Al Dafna, a high-performing British curriculum school for children from Foundation 1 to Year 6 (age 3-11 years). We are a values-driven, family-oriented school committed to the passionate vision of our Founders, CEO and Board of Directors.

***‘Al Dafna provides an excellent quality of education. It creates the conditions in which pupils are safe, happy, exceedingly well-behaved and enjoy learning.’*** (British Schools Overseas, October 2023).

Visitors to NBA Al Dafna, are always warmly welcomed. All members of our community feel a sense of belonging as we value the importance of clear communication, strong relationships and high expectations in order to provide a happy learning environment where everyone can flourish.

We support and challenge our children to think deeply and to be prepared to have a go and to not give up. We have embedded programmes including Philosophy for Children and Character Education in order to develop our children as well-rounded, global citizens.

**‘The school uses diverse and effective teaching strategies that encourage students to participate and interact, and develop students’ critical thinking skills.’** (Qatar National School Accreditation Report, January 2023).

Here at NBA, Al Dafna, our dedicated and caring team work together in order to channel and develop our children’s natural curiosity and love of learning, preparing them for a purposeful and richly rewarding future ahead.

Thank you for choosing NBA Al Dafna, we sincerely hope that you find this handbook useful and informative.

Mr. Spencer (Principal)

## Term Dates

### **TERM 1 – August to December 2025**

<b>Sunday</b>	<b>31<sup>st</sup> August</b>		<b>Start of Term 1</b>	
Sunday	26 <sup>th</sup> October	to	Thursday 30 <sup>th</sup> October	Midterm Break
<b>Tuesday</b>	<b>17<sup>th</sup> December</b>		<b>End of Term 1</b>	
Thursday	18 <sup>th</sup> December		Qatar National Day	

No. of teaching days: 74

### **TERM 2 – January to March 2026**

<b>Monday</b>	<b>12<sup>th</sup> January</b>		<b>Start of Term 2</b>	
Tuesday	10 <sup>th</sup> February		National Sports Day	
<b>Wednesday</b>	<b>18<sup>th</sup> February</b>	to	<b>Thursday 19<sup>th</sup> February</b>	<b>Midterm Break</b>
Monday	16 <sup>th</sup> March		End of Term 2	
<b>Tuesday</b>	<b>17<sup>th</sup> March</b>	to	<b>Monday 23<sup>rd</sup> March</b>	<b>Eid Al Fitr</b>

No. of teaching days: 43

### **TERM 3 – March to June 2026**

<b>Tuesday</b>	<b>24<sup>th</sup> March</b>		<b>Start of Term 3</b>	
Sunday	5 <sup>th</sup> April		Western Holiday	
<b>Tuesday</b>	<b>26<sup>th</sup> May</b>	to	<b>Thursday 28<sup>th</sup> May</b>	<b>Eid Al Adha</b>
Thursday	25 <sup>th</sup> June		End of Term 3	

No. of teaching days: 64

## Safeguarding

All staff at Newton British Academy Al Dafna fully recognise that they have a duty to ensure arrangements are in place for safeguarding and promoting the wellbeing of children. We adhere to the Newton Safeguarding policy and procedures and Keeping Children Safe in Education 2024.

## Security and Visitors to the School

All visitors to the school must obtain authorisation to enter the school from the security staff. Visitor's details will be entered into the visitor's control book. Visitors will need to hand in their Qatar ID's and they will receive a visitor's pass when visiting during the school day.

We are committed of safeguarding and promoting the welfare of children. We expect all staff, volunteers and visitors to share this common commitment.

## Visitor/Volunteer Procedures

1. Visitors/Volunteers must **sign in** at the Main Office.
2. Visitor/Volunteers lanyards must be worn at all times whilst on the school site.
3. Visitors should remain under the supervision of a designated member of staff whilst on site.
4. Please be a good role model to our pupils by being respectful, fair and considerate of others. Remember children may interpret your words/actions differently.
5. All visitors/Volunteers must **sign out** at the main office and return their visitor pass before leaving the site.
6. Regular volunteers will be familiar with the child protection and safeguarding policy.

- **Mobile Phones**

The use of personal phones on school site by **any visitor** is discouraged whilst in school.

- **Photographs**

Photographs must not be taken by any visitors.

- **Health & Safety**

In the event of a fire alarm please use the nearest fire exit and wait at the visitor meeting point.

- **Accidents & Illness**

All accidents, regardless of severity need to be reported to the teacher or team leader.



## **Our Designated Safeguarding Team**

Our designated safeguarding team, Spencer Bragg (Principal), Ashrafa Mohmed (Head of Primary) and Racha Charafeddine (Parent & Student Affairs Officer), have completed [Advanced Training for Designated Safeguarding Leads in an International Setting](#). If you have any concerns, then please contact them as soon as possible.

## **Our 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 pupils of all abilities. In doing so, we aim to positively encourage each pupil to achieve academic excellence, enjoy creative 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 self-discipline and motivation. We will provide and maintain a calm, trusting and caring atmosphere where teaching and learning is engaging and meaningful. We will work in partnership with our staff, pupils, parents and wider community to achieve our vision.

### **Values**

<b>Respect</b>	Self- respect, respect for pupils/ staff/ parents and respect of personal and community property
<b>Transparent communication</b>	Open and effective communication among pupils, staff and parents
<b>Support</b>	Support the development of each individual to his/her fullest potential
<b>Diversity</b>	Appreciation of all languages, traditions, religions and cultures
<b>Responsibility</b>	Development of responsible citizens through community service and personal accountability
<b>Environmental Awareness</b>	Respect for our environment



## School Facilities

At NBA Al Dafna we are very fortunate to have spacious, facilities to help each and every pupil achieve their potential. Each Primary class has access to interactive whiteboards and the internet to aid, develop and enhance learning. We have an ICT suite and a fully stocked library. Our sports facilities are also of high quality with two fully air conditioned sports halls, and a full size basketball/utility court and shaded areas.

## Our Structure

We cater for children in F1 to Year 6 from 3-11 years of age. In Foundation 1 and 2, we follow the UK Early Years Foundation Stage framework.

From Year 1, children begin to access the National Curriculum for England, following the programmes of study for Key Stage 1 (Year 1&2) and Key Stage 2 (Year 3-Year 6).

Year Group	Stage
Foundation 1	<b>Early Years Foundation Stage</b>
Foundation 2	
Year 1	<b>Key Stage 1</b>
Year 2	
Year 3	<b>Key Stage 2</b>
Year 4	
Year 5	
Year 6	

## The School Day (Timetable)

The school day begins for all primary pupils at 7:00am. All pupils must be in school at this time to ensure that they do not miss out on valuable learning time.

The children have 2 breaks; the first consists of 10 minutes eating time in class followed by 20 minutes of playtime. The second break is 20 minutes of playtime. Key stage 1 (Years 1 & 2) is at 8:50-9:20am and for Key stage 2 (Years 3-6) at 9:40-10:10am. The second break for Key stage 1 is at 11:00-11:20am and for Key stage 2 at 11:50am – 12:10pm.

Children in Key Stage 1 & 2 follow a roster, where they spend their break times in a range of locations, including outside on the playground, in the glass hall and in the basement sports hall.

School ends each day at 12.30pm for pupils in EYFS and at 1:40pm for all other primary pupils. On Tuesday and Wednesday, we have optional Extra-Curricular Activities (ECAs) for all pupils to sign up for. These finish at 2:30pm. All pupils must be registered and be given a confirmed place to attend ECAs. These ECAs are run by our teachers during the autumn and spring term. We do also have external ECA providers that run ECAs like Karate, Ballet and Robotics.

All pupils must be collected at the correct time. Parents or drivers/carers **only** may collect their child/children from the school entrance area. Parents or carers must display their child/children's ID during pick up. If in an emergency situation another adult is sent to collect your child, please contact the reception desk and inform them.

We encourage as many parents as possible to park sensibly at the front of the school when collecting their children. The front gates are only open from 6.40am – 7.15am and again in the afternoon from 12:00pm onwards. Strictly no parking until after 7:15a.m.

### Example of KS1 Timetable

Year 1 Sample											
Day	7:00	L1 7:10	L2 8:00	8:50- 9:00	9:00- 9:20	L3 9:20	L4 10:10	11:00	L5 11:20	L6 12:10	L7 1:00 - 1:40
Sun	Registration	MATHS	ICT	Eating in class	Break	ENGLISH	ENGLISH	Break	ARABIC	TOPIC	CE
Mon		MATHS	LIBRARY			ENGLISH	ENGLISH		ARABIC	ISLAMIC	SCIENCE
Tue		MATHS	MUSIC			ENGLISH	ENGLISH		ARABIC	P4C	QATAR HISTORY
Wed		MATHS	PE			ENGLISH	ENGLISH		ARABIC	ISLAMIC	TOPIC
Thur		ENGLISH	ASSEMBLY			MATHS	MATHS		ARABIC	SCIENCE	ART

### Example of KS2 Timetable

Year 3 Sample											
Day	7:00	L1 7:10	L2 8:00	L3 8:50	9:40- 9:50	9:50- 10:10	L4 10:10	L5 11:00	11:50	L6 12:10	L7 1:00 - 1:40
Sun	Registration	ARABIC	PE	ENGLISH	Eating in class	Break	ENGLISH	MATHS	Break	P4C	CE
Mon		ARABIC	FRENCH	ENGLISH			ENGLISH	MATHS		SCIENCE	ART
Tue		ARABIC	SCIENCE	ENGLISH			TOPIC	MATHS		ISLAMIC	ICT
Wed		ARABIC	LIBRARY	ENGLISH			ENGLISH	MATHS		TOPIC	QATAR HISTORY
Thur		ARABIC	ASSEMBLY	ENGLISH			MATHS	MATHS		ISLAMIC	MUSIC



## Registration 7:10am

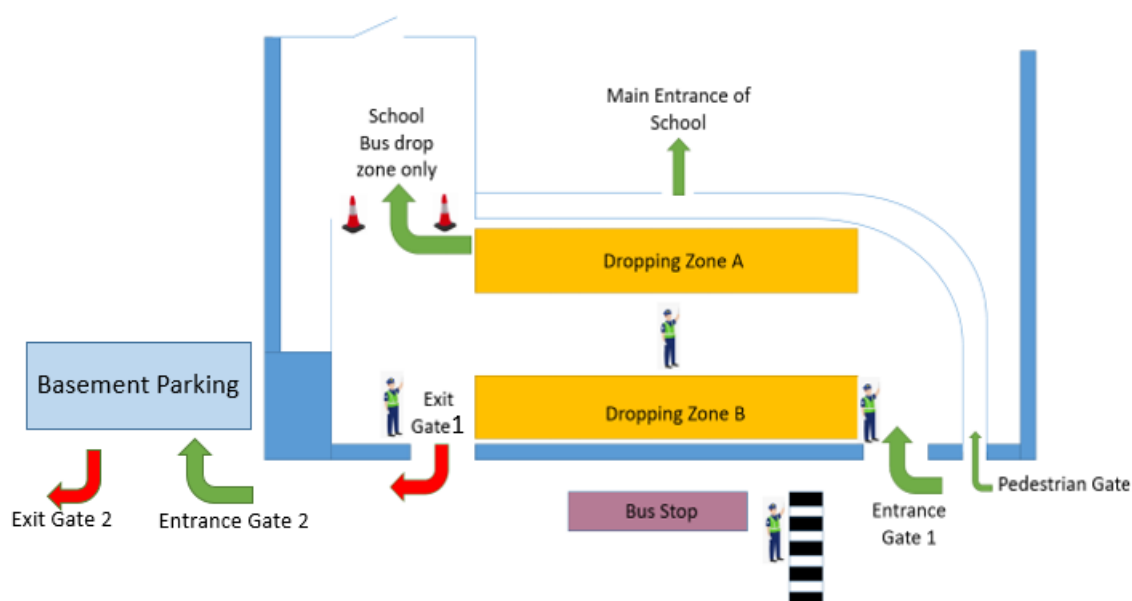
Registration time is when pupil attendance is recorded by the class teacher. This is a time for teachers to greet their pupils and to begin teaching lessons. Punctuality helps your child settle into the school day quickly. After 7:10am registers are closed. **Children arriving to school after 7:10am will be given a late pass to take to class and will be marked as late.** Lateness has a detrimental impact on your child's well-being and learning – so we would like to thank you in advance for ensuring your child consistently arrives at school on time.

## Key Procedures

### Security and Visitors to the School

All visitors must read our safeguarding guide and show ID before obtaining authorisation to enter the school from the security staff and wear a visitor's lanyard at all times. Visitors should then report to the Reception area for further information. Visitor's details will be entered into the Visitors' Control Book.

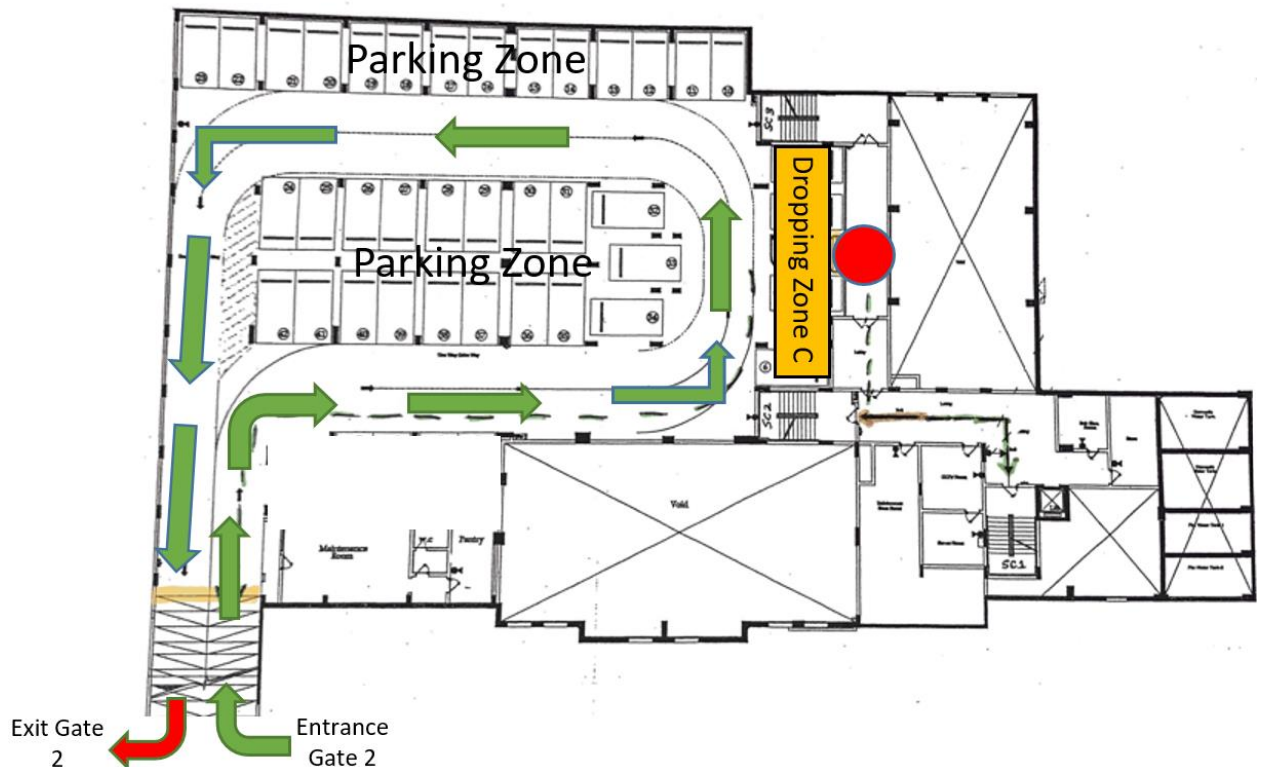
### Dropping off and Collection of Children




### Morning Drop Off

- The gates will be open from **6:30am** in order to enable you to safely drop off your children.
- Parents using **Dropping Zone A or B** must enter the school site via **Entrance Gate 1 only** and not stop outside the school gates if more space is available further ahead on the dropping zone.
- Parents using **Dropping Zone C**, must clearly display their dropping zone C pass before entering the basement parking zone at **Entrance Gate 2 only**.
- This is a dropping zone only, **Parking is strictly forbidden**.

- Cars must follow our strict **one-way system**, stopping parallel to the school building and reversing are strictly forbidden in this zone.
- Drivers are expected to exercise courtesy and keep to a maximum **speed limit of 10mph**.
- Please remember to come early to avoid being rushed for time.



- Parents wishing to come into school must park outside of the school building safely off road.
- Additional parking is available in the basement parking deck that can be accessed at **Entrance Gate 2**.
- If you wish to park in the basement, please ensure that your children are supervised entering the building  using the internal door and taken up the stairs following the signs to the reception where the children can go to their designated meeting point.

### Pedestrian Gate

- Some children walk to and from school. All pedestrians must use the pedestrian gate **only**, located to the right of Entrance Gate 1.
- **Parking on the road, near the pedestrian crossing, bus stop and traffic lights is dangerous, it causes unnecessary congestion and is against the law.**
- If you intend to walk to school, please **park your vehicle responsibly off road**.
- Safety would improve and congestion reduce, if everyone either parked off road or used **Entrance Gate 1** and the designated dropping zones as shown above.

### Buses

- School buses have a separate dropping zone with children supervised into the school building by designated staff.

## Collection of children


Parents will be given a card in the first week of school. This card will have:

- A picture of your child
- Your child's class colour and
- Their teachers name


It is imperative that whoever is collecting the child presents this card to staff on duty.

## End of Day Collection

### **EYFS 12:30pm**

- Cars must be parked safely and responsibly off road.
- **Parking on the road, near the pedestrian crossing, bus stop and traffic lights is dangerous, it causes unnecessary congestion and is against the law.**
- Adults must show designated ID, children's name cards issued by the school, before entering the pedestrian gate located to the right of **Entrance Gate 1**.
- Adults are politely asked to leave the premises as soon as they have collected their children, in order to further reduce unnecessary congestion.
- **Additional parking** is available in the basement parking deck that can be accessed at **Entrance Gate 2**.
- If you wish to park in the basement, please ensure that you present your designated ID, children's name cards issued by the school, to security and use  internal door then follow the directions to the main entrance in order to collect your child.
- We politely ask you to vacate the basement parking area safely as soon as you have collected your child.

### **Primary 1:40pm**

- Cars must be parked safely and responsibly off road.
- **Parking on the road, near the pedestrian crossing, bus stop and traffic lights is dangerous, it causes unnecessary congestion and is against the law.**
- Adults must show designated ID, children's name cards issued by the school, before entering the pedestrian gate located to the right of Entrance Gate 1.
- Cars are not permitted to enter the school site during this time.
- Adults are politely asked to leave the premises as soon as they have collected their children in order to further reduce unnecessary congestion.
- Cars are not permitted to enter the school site during this time.
- **Additional parking** is available in the basement parking deck that can be accessed at **Entrance Gate 2**.
- If you wish to park in the basement, please ensure that you present your designated ID, children's name cards issued by the school, to security and use  internal door then follow the directions to the main entrance in order to collect your child.

## **Extra-Curricular Activities (ECAs)**

ECAs Collection is at 2:30pm on Tuesdays and Wednesdays.

The routine and expectations as outlined above will continue to be implemented with vehicles permitted to enter the school site at **Entrance Gate 2** only.

Please be reminded that **parking on the road, near the pedestrian crossing, bus stop and traffic lights is dangerous, it causes unnecessary congestion and is against the law.**

## School Events

We welcome parents and visitors into school throughout the year for a variety of school events such as Coffee Mornings, Sports Days etc.

- Cars must be parked safely and responsibly off road.
- There is limited parking available in the basement parking area.
- **Parking on the road, near the pedestrian crossing, bus stop and traffic lights is dangerous, it causes unnecessary congestion and is against the law.**

## Absence and Late Procedure

It is vital that pupils attend school every day so they are able to keep up with the learning. Pupils who regularly miss days through sickness or other reasons often have problems catching up with work and tend to become frustrated. This can often affect their behaviour and wellbeing. It is essential that all pupils attend the registration period as important information is given out at this time. The school calendar and Attendance Policy is available on our website and at the back of this handbook.

Parents will be requested to complete a google form in order to notify us of your intention to collect your child(ren) early, please click on the following link.

[https://docs.google.com/forms/d/1p4g0mBt1dEbG5JRfxu-h\\_Kxq4ijfRoMTK0Y1fMVt45Q/edit](https://docs.google.com/forms/d/1p4g0mBt1dEbG5JRfxu-h_Kxq4ijfRoMTK0Y1fMVt45Q/edit)

## Emergency Evacuation

In the event of an emergency, the alarms will sound. Visitors must evacuate by the nearest emergency exit and meet in front of the visitors sign located to the left of the building as you face it.

## Assembly

On Thursday mornings, each phase in school enjoys assembly.

At Newton British Academy, we believe that our assemblies play a vital role in reinforcing our school's vision and values, as well as celebrating the success of our students. That's why we hold these gatherings each Thursday morning, with specific timeslots for our different year groups:

- EYFS: 7:15am
- Key Stage 1 (Years 1 & 2) 7:35am
- Lower Key Stage 2 (Years 3 & 4): 8:00am
- Upper Key Stage 2 (Years 5 & 6): 8:30am

These assemblies provide us with an invaluable opportunity to come together as a school community, fostering a sense of unity and shared purpose. It's a time for us to reflect on our

core principles, acknowledge the achievements of our students, and inspire them to continue striving for excellence.

We strongly encourage the children to take an active role in these assemblies, and we will be sure to keep you informed when your child's class is leading the proceedings or if they are set to receive a special award. This not only empowers our students but also allows you, as parents, to share in their successes.



## The School Nurse

- We have an experienced and well-trained school nurse on site throughout the entire school day.
- It is essential that you keep us informed of any changes to your contact details, as well as provide us with an additional emergency contact where appropriate. This will enable our nurse to reach you promptly should your child become unwell or sustain an injury during the school day.
- Upon initial assessment, the nurse will provide you with an update on your child's condition and, if necessary, recommend that you collect them from school or seek further medical attention.
- Parents are not permitted to collect their children due to medical reasons without the recommendation of our school nurse. This is to ensure the safety and well-being of all our students.
- In rare and extreme cases, the nurse may call an ambulance if they deem it necessary. You will be notified immediately afterwards and provided with details of your child's condition and the location where they will be treated.



The school clinic is conveniently located on the ground floor, to the left of the main entrance after the school canteen. In addition to our dedicated nurse, most of our staff are also trained in basic first aid and CPR, further demonstrating our commitment to the health and safety of our community.

## Sickness

**Please assist us by making sure that we have up to date medical information on your child.** Do not send your child to school if he/she has a temperature. Pupils with a temperature above 37.7° should rest at home. Parents will be notified to collect their child as soon as possible with paracetamol (for children) administered upon parental consent.

**Children with a raised temperature will not be sent home on a school bus** as it is the parents responsibility to collect sick children from school.

Notify the school nurse immediately if your child contracts a contagious illness. The child cannot return to school unless he/she brings a medical certificate.

The following table gives the exclusion periods for some common illnesses.

Chicken pox	7 days or until lesions have healed
Measles	7 days
Mumps	14 days
Rubella (German measles)	10 days
Head Lice	Until every egg is removed
Conjunctivitis	Until fully treated and no discharge from the eye or any discolouration
Sickness and Diarrhoea	48 hours

## Medication

**Children are not permitted to carry medication at any time.**

If your child needs medication in school, it is imperative that parents or designated adults physically bring in the medication and take it to the school nurse, discuss the matter and sign a **written consent form** enabling the nurse to administer medication to your child.

All medications must be properly labelled and must clearly be **prescribed by a doctor** and in the original containers/packaging.

### Administering Medication

Medication will only be administered by our school nurse with parental consent and only if it is absolutely required.

All medication, including asthma inhalers/pumps, are to be clearly labelled and stored in the clinic.



## Healthy Eating

At Newton British Academy, we are committed to promoting a healthy lifestyle and recognising the vital role that a balanced diet plays in supporting our children's well-being and learning.



Please be reminded that our school has a strict nut-free policy due to severe allergies among some of our students.

We kindly request that you refrain from sending any nut-based products to school. Additionally, we discourage the sharing of food during the school day.



To ensure a nutritious start to the day, we encourage you to provide your children with a healthy breakfast before they arrive at school. For snacks and lunches, we recommend packing healthy sandwiches, salads, fresh fruits, bread with hummus or dips, cereal bars, or crackers. Water or natural fruit juices are also excellent choices.

**Please note that chocolate, crisps, candy (including chewing gum), and carbonated drinks are strictly not permitted within the school premises.**

## Canteen

We do have a small canteen with hot and cold food items provided by DB Kitchen. Staff and children are permitted to purchase food from the canteen which currently operates a cash only system at the time of writing.

## Birthday Celebrations

Birthdays are recognised during school assemblies. We would prefer a low scale celebration. Parents may send cupcakes individually wrapped up for the class but avoid any gift bags or large cakes that require cutting and additional plates and cutlery.

## Water & High Temperatures

Due to high temperatures and humidity in Doha we ask all pupils to bring in a hat and a water bottle to school each day. Water dispensers are available around the school building for pupils to refill water. All pupils are encouraged to drink as much water as possible to avoid dehydration.

The school constantly monitors temperatures and humidity levels. Should the temperature go above 45 degrees then pupils will remain inside. We reduce outside play. In extreme conditions, following MOEHE guidance, we may contact parents to coordinate a reduced school day, for example, an 11:30am collection.



## Rain and Sandstorms

On the rare occasions that rain does occur during the school day, the playground may become slippery when wet. To ensure safety of the pupils, we will organise indoor play, where they are supervised by teachers.

In the event of high winds bringing sandstorms during break, pupils will remain indoors for health reasons.

## School Closure

In the event of a school closure e.g. due to severe weather we will communicate via Class Dojo and provide remote learning opportunities for your children consisting of shared resources, materials and remote live teaching delivered via Google Classroom.

## Uniform

School uniform can now be purchased online at <https://uniform.newtonschools.qa> or at the Newton Lagoon Branch uniform shop See Appendix 1)

Please note that the uniform should ONLY be purchased from our uniform shop in order to ensure uniformity of style and fabric. Substitutes are not acceptable.

Pupils should be dressed in full uniform each day. It is an expectation that both parents and pupils adhere strictly to the required dress code. We expect all our pupils to come to school neatly groomed and smartly dressed, in the correct and appropriate clothing. This sets a professional work ethic.





## Shoes

It is important that footwear is comfortable for the children. Examples of acceptable shoes for boys:



Examples of acceptable leather shoes for girls:



**Shoes with Logos and brand names (Nike, Adidas) are NOT acceptable:**



## **Jewellery**

No jewellery should be worn. However, girls are allowed to wear one small, plain pair of gold or silver studs worn in the conventional position in the ear lobe. Hooped earrings are discouraged for safety reasons. Friendship bands, bracelets, bangles, rings and necklaces etc. must not be worn. Children can wear small inexpensive watches. However, **SMART watches are not allowed in school.**

If any of the above items are worn to school, they must be removed at the request of any member of staff.

## **Hair**

- Pupils should have smart and conventional haircuts
- Hair should be neat and tidy
- Fringes should not obscure the eyes
- Trim lines or other shaved patterns are not permissible
- Boys' hair should not be longer than the top of the shirt collar (unless for religious reasons)

A member of staff may ask girls to tie their hair back if they feel it is in the way. However, girls must tie their hair back for all practical lessons.

Pupils coming to school with extreme colours such as purple, green or bleached hair will be sent home and required to restore their hair to an acceptable colour.

Hair ornaments should be plain and kept to a minimum, in navy blue black or white and in keeping with uniform.

Decorative or elaborate hair ornaments are not permissible.

## **Henna**

Henna is acceptable for religious/cultural reasons.

Nail varnish is not permitted.

## Physical Education

You will be informed at the start of the term what kit your child will need to bring in with them. Pupils can wear their PE kit to school on their PE days only. During PE, children are encouraged to remove their glasses (where appropriate) or wear sports glasses in order to mitigate risk of injury.

**PE is an integral part of the curriculum and all pupils are expected to take part unless they have a medical note.**

## General Equipment

Pupils are required to have the following equipment at school:

- |   |  |
|---|--|
| <ul style="list-style-type: none"><li>• Green ballpoint pen</li></ul>         |  |
| <ul style="list-style-type: none"><li>• Black pen for Year 5/6 only</li></ul> | <ul style="list-style-type: none"><li>• Glue stick</li></ul>             |
| <ul style="list-style-type: none"><li>• HB pencils</li></ul>                  | <ul style="list-style-type: none"><li>• Protractor</li></ul>             |
| <ul style="list-style-type: none"><li>• Pencil sharpener</li></ul>            | <ul style="list-style-type: none"><li>• Pack of colour pencils</li></ul> |
| <ul style="list-style-type: none"><li>• Eraser</li></ul>                      | <ul style="list-style-type: none"><li>• Pack of colour pens</li></ul>    |
| <ul style="list-style-type: none"><li>• Ruler</li></ul>                       | <ul style="list-style-type: none"><li>• Pencil case</li></ul>            |
| <ul style="list-style-type: none"><li>• Whiteboard markers</li></ul>          |  |

## Library

We are constantly looking to provide an increasing range of resources for the school to utilise. We have a wide range of books including Arabic books available for the pupils to loan on a weekly basis.

## ICT Suite

There is an ICT Suite available to the pupils, they have one lesson timetabled every week

## Communication

We encourage open communication between parents and staff at all levels.

Parents can contact teachers via class dojo <https://www.classdojo.com/> this is our primary form of communication as a school, therefore ensure you follow the school and class story for notices and updates.

**(Please download the app to your phone and the class teacher will send a code to link your child).**

In the event of any queries or concerns, parents should address it with the class teacher or specialist teacher as the case may be. After they have addressed the matter with the teacher concerned, it may need to be escalated to the Phase leaders, the Head of Primary or the Parent & Student Affairs Officer/Counsellor. If deemed necessary, cases may also be escalated further to the Principal.

Our website is another source of information for parents on events happening in the school. We also ask all parents to share their correct email address with us so we can update you with any documentation via email.

[NBA Al Dafna - Newton Group](#)

Important dates are added to the termly curriculum letters and to the monthly newsletters. Any other events that take place are shared on Class Dojo.

## Contact Information

Good communication is key to a child's development at school. Please assist us by making sure that we have up-to-date contact and medical information on your child at all times. Pupil records can be updated with the Registrar, at Reception on the Ground floor.

### Important contact details

Telephone numbers	
All Enquiries	44142294
School Reception	33508876
Accountant	33523037
Email addresses	
Mr Spencer Bragg (Principal)	braggs@newtonschools.sch.qa
Miss Ashrafa Mohmed (Head of Primary)	hop.nbadafna@newtonschools.sch.qa

## Feedback Working in Partnership



There is substantial research evidence that parental involvement in their child's education leads to improved outcomes for children. Several government reports and academic studies have found that parental engagement, both at home and through school-home partnerships, can have a significant positive impact on

children's academic achievement and other educational outcomes.

## Reflective Practice

The feedback from all stakeholders is extremely important to us as we reflect on our performance in all that we do. We conduct regular parent surveys and other specific evaluations throughout the year however, we would always encourage you to share any constructive feedback or good ideas that you have as they are always welcome.

## Contact with Teachers – Appointments

Your child's class teacher is instrumental in developing a pupil's school life and, likewise, the class teacher is the parent's primary link with the school. As such, any issues a parent or pupil has should be raised with their teacher.

Day to day issues and comments can be raised with your child's class teacher through Class Dojo. More detailed concerns should be addressed through an appointment after school. The class teacher is the person with the overall view of the pupil and thus we can serve the pupil best when all issues are first addressed through them. Please take the time to read through notes or messages from your child's class teacher and reply if you have any queries. Parents are encouraged to contact class teachers, via Class Dojo, to monitor their child's progress, or if they wish, to arrange an appointment after school.

**Appointments with Class Teachers or Specialist Teachers can also be made at the Reception.**

## Class Dojo – Class Story

Each class will have a Class Dojo account where parents will be invited to follow their child's Class Story. This can be accessed by the free Class Dojo app that can be used on any device. Class Dojo will also enable you to message your child's Class Teacher. Please log in using the parent code which will be given to you in Term 1.

## Parent/Teacher Meetings timings

All parents are invited to attend Parent/Teacher consultations during the year. This is where teachers will be available to discuss your child's progress. Members of the school leadership team will be present at these meetings to answer any queries you may have. Please ensure that you attend these meetings.

If you wish to meet with teachers or members of the school's leadership team at any other time, you are more than welcome to make an appointment via the school office. It is essential that you make an appointment in advance as teachers cannot be disturbed during their teaching time.

## Parental Involvement and the PTA

We encourage all parents to become involved in their child's learning. Educational research shows that children whose parents are involved in any form or manner at their school, are more motivated and committed to their studies. It is also important to note that older children are just as reliant on their parents' support as younger children.

We welcome any assistance you might be able to provide. As our school grows and improves so does the breadth of opportunities we can provide for your child and which you can offer the school.

We have an active PTA who support teaching and learning as well as special events at the school. If you feel you would like to support the school or if you want to be a part of the PTA group, which helps focus parental participation in school life, please do not hesitate to contact the school.

Please use the email address below in order to contact our PTA Committee.

[pta@nbadafna.com](mailto:pta@nbadafna.com)

## Introducing our PTA Committee



Name: Neumann Dias

Nationality: Indian

Occupation: IT Systems Engineer

Length of time in Qatar: 30+ years

No. of children: 2 (1 at NBA Al Dafna)

Length of time within NBA Al Dafna community: My Son, Zayne Dias has been with NBA Al Dafna right from FS1

It feels like, just yesterday our son Zayne embarked on his incredible journey in Foundation Stage 1 at NBA Al Dafna in 2017-2018.

The experience has been truly extraordinary, filled with enriched learning, exciting activities, wonderful new friendships, exceptional teachers and staff, and countless cherished memories.

We are immensely grateful for the outstanding education and unwavering care provided. The invaluable values and lessons



learned will remain with Zayne throughout his life. As parents, we feel incredibly blessed for these remarkable years at NBA Al Dafna.

We extend our heartfelt gratitude to the entire NBA Al Dafna community. A special Thank You to the dedicated teachers and staff for your unwavering commitment and hard work in nurturing our child's growth and development. Your efforts have made a lasting impact on Zayne's educational journey.



“Hi, I’m Sadi Aleem Mohammed! Originally from the beautiful islands of Trinidad and Tobago, I’ve called Qatar my home for the past 16 years. I work as a Lead Application Analyst (Hydrocarbon Accounting) at Qatar Energy, where I have the privilege of leading a talented team to manage one of the company’s highly complex and critical applications. My role demands technical expertise, strategic planning and problem-solving to ensure seamless operations.

Beyond my professional life, I’m a proud father of two boys who inspire me every single day. My journey with the NBA community began 6 years ago, and I’ve been actively involved with the PTA committee since its very inception. For me, being part of the PTA is more than just a role—it’s a commitment to ensuring that our children are nurtured in a safe, supportive, and inspiring environment. I believe that when parents and educators work hand in hand, we create opportunities for our children to thrive and grow with confidence.

Family is at the heart of everything I do, and I’m passionate about using my voice through the PTA to help shape a brighter future for our kids. Whether it’s maintaining high standards in critical applications or advocating for the best in education, I am driven by the belief that strong foundations lead to lasting success. I look forward to continuing this journey alongside such a dedicated community!”



Name: Mohammed Almarei  
Nationality: Syrian / Türkiye  
Occupation: General Manager  
No. of children – 4 children with 1 boy and 1 girl attending NBA Al Dafna  
PTA Committee Member Since 2021  
Lives in Qatar since 2013

As a proud member of the PTA Committee at Newton British Academy - Al Dafna, I am honored to be part of a team that serves as a bridge between our dedicated school staff and our vibrant parent community. I believe that strong collaboration between home and school is the foundation for student success — academically, socially, and emotionally.

My role in the PTA is not only about supporting school events and initiatives, but also about listening, sharing ideas, and working together to ensure that every child thrives in a safe, inclusive, and inspiring learning environment. Whether it’s helping organize activities, raising

concerns, or simply being a voice for fellow parents, I am committed to making a positive impact.

I look forward to continued partnership with all members of our school family and welcome your thoughts, suggestions, and involvement. Together, we can make a meaningful difference in our children's education journey.



Name: Ghadir Mahgoub

Nationality: Sudan

Occupation: Director of Investments

Length of time in Qatar: 18 years

No. children: Two, Nadia and Noor

Length of time within NBA Al Dafna community: 2 years

Personal messages: Proud mother of Noor and Nadia, and a strong believer in teamwork between parents and the teaching community, which is why I am here, to listen, support, and cheer on every child's success!

My name is Batul Udaipurwala. I am an Indian national, a proud homemaker with 3 wonderful daughters, and look to be an involved parent at school through the PTA. I started my journey in Qatar in 2012, which makes my 13 year old to this wonderful country. I hold a Bachelor's degree in Finance and Auditing, which helps me bring a thoughtful and organized approach to everything I do. Supporting my child's education and contributing to the school community are very important to me, and I enjoy working alongside teachers and other parents to create a positive environment for our children. My kids have joined NBA Dafna in 2020. Excited to be on this journey and help nurture our kids' lives.



## Helping Your Child Succeed in School

By promoting your child's health and wellbeing, you are best preparing them for success in school. Here are some ways of achieving this:

### 1. Encourage Physical Activity

- Provide opportunities for active play both indoors and outdoors
- Go for family walks, bike rides or visit parks and playgrounds regularly
- Limit sedentary time like watching TV or using tablets/phones
- Make physical activity fun through games, dancing, sports etc.

### 2. Promote Healthy Eating Habits

- Offer a variety of fruits, vegetables, whole grains and lean proteins
- Limit sugary drinks, candy and processed snacks

- c. Involve children in meal planning and preparation
- d. Model healthy eating yourself as children learn by example

### **3. Prioritise Sleep**

- a. Establish a calming bedtime routine
- b. Ensure the sleep environment is quiet, cool and dark
- c. Limit screen time before bed (minimum 1 hour before sleep)
- d. Stick to consistent sleep and wake times

### **4. Foster Emotional Wellbeing**

- a. Build a nurturing relationship through quality time together
- b. Teach emotional literacy to help children identify and express feelings
- c. Provide opportunities for creative outlets like art, music, dance
- d. Model and encourage positive self-talk

### **5. Limit Screen Time**

- a. Set reasonable limits on TV, tablets, phones etc.
- b. Choose quality, age-appropriate content
- c. Engage in other activities as a family like reading, games, outdoor play

### **6. Nurture Social Skills**

- a. Arrange playdates to build friendships
- b. Teach sharing, taking turns, conflict resolution
- c. Get involved in community activities
- d. Model kindness, empathy and respect for others

## **Homework**

Homework is an integral part of the school experience. Homework is given weekly to each child containing English, Mathematics, Science and Topic based activities. Homework can be given in a range of formats; it may be a project or online work. Pupils must complete the work by the specified deadline.

All Key Stage 1 and 2 pupils are expected to read every night as part of their homework, recording this in a reading journal.

We strive to prepare all of our pupils for the technological future. As a result, age-appropriate homework is set by class teachers.

To further pupils learning, class teachers may also set pupils additional 'paper' homework according to their needs.

Your child will have access to Google Classroom where you will be able to find additional resources to support your child/children.

## Online learning

There are a range of online sites that the school has subscribed to that enrich the pupils learning. We share the login access to these at the start of the year and the teachers will guide the pupils on when and how to use them. These include but are not limited to, 'Doodle Maths' / 'Doodle English' & 'Active Learn'.

Please take note of the websites below:

Active learn (Reading and Science activities) <https://www.activelearnprimary.co.uk/login?c=0>  
school code JGAQ

Doodle Maths / Doodle English - <https://doodlelearning.com/>

## Learning Support AESN

Here at Newton British Academy, Al Dafna, we have a dedicated AESN (Additional Educational Specific Needs) department led by Mr. Halley and his assistants. Mr. Halley and his team provide additional support and guidance to class teachers & parents, following their request for help.

At NBA, Al Dafna:

- We aim to build an ongoing, holistic understanding of each pupil's learning needs through regular assessment and input from parents, the pupil themselves, and specialist professionals (when required)
- Our teachers use the assessment information to make decisions about the next steps for teaching your child.
- Learning support involves understanding each student's individual needs through assessment, empowering teachers to make decisions, and providing tailored support like specialist staff, technology, therapies, etc. to enable students to make progress and become more independent and happy learners who feel that they belong.

You, as parents are key to the development of any additional strategies to further support your children with clear channels of communication pivotal.

**Step 1:** Teacher assesses and gathers evidence.



**Step 2:** The teacher employs a range of strategies



**Step 3:** Teacher shares any concerns with parents  
and they agree to refer to AESN department



**Step 4:** AESN team review evidence  
and a bespoke plan is drafted



**Step 5:** Parents are consulted and the plan  
and review date are agreed



**Step 6:** Progress is made and plan is reviewed accordingly.

If progress slow or not evident then the parents and school might agree on seeking the external assessment by an expert e.g. Educational Psychologist

## **Pastoral Care**

At Newton British Academy, we firmly believe that successful schools strike a balance between maintaining high expectations and fostering strong relationships, ultimately cultivating a sense of belonging. When your child feels safe and happy within our school community, we have succeeded in laying the foundation for their success.

Our commitment to pastoral care, ensures that every child has access to an attentive adult who will listen to them whenever necessary. In addition to our dedicated teaching staff, we have a School Counsellor, Ms. Racha, who also serves as the person responsible for Parent & Student Affairs.

We understand that a nurturing and supportive environment is crucial for your child's overall well-being and academic growth. Our team is dedicated to providing a caring and inclusive atmosphere where each student feels valued and supported throughout their educational journey.

## **Parent & Student Liaison/School Counsellor**

The school counsellor supports teachers, parents and the pupils. Parents may come in school for any queries or to express their concerns to the counsellor. Pupils are encouraged to see the counsellor for any friendship or school related issues. The school counsellor also intervenes with any behaviour concerns or disclosures and provides appropriate support to pupils, parents and staff in the situation.

## **The House System**

All pupils are placed in one of four Houses in Primary (**Bell, Curie, Edison and Wright**), and they remain in the same House throughout their time in the school. Year 6 pupils are appointed as House Captains to encourage pupils to build team spirit. We try to put Siblings together in the same house.



There are School events throughout the year, such as Sports Day, where the pupils have an opportunity to participate and score points for their House. This fosters the spirit of competition and cooperation within the House group, and the staff who are assigned to each House encourage this positive ethos during these events. House points are shared on a weekly basis in assemblies.



## **Student Council**

The main purpose of the school council is to promote student voice and improving communication between student and staff. Each class votes for one girl and one boy from names of children that put themselves forward. The representatives are selected from Years 1-6. The children are involved in fundraising and look at various ways to improve the school environment for the students.

## **Extra-Curricular Activities**

A range of after school activities takes place from 1.50pm until 2.30pm, Tuesdays and Wednesdays in Term 1 and Term 3. These activities are arranged by staff and outside companies. These activities include academic, sports, music and drama activities. These activities are advertised in advance and pupils are given the opportunity to select an activity of their choice for each term. A school survey is distributed to all parents to select the most preferred choice of ECA. The responses from the survey are collated in order on a first come, first serve basis. Sports proved to be the most popular choice, with each activity reaching the maximum cap of 25 participants.



## Theme weeks

Newton British Academy, Al Dafna will run theme weeks throughout the year. The pupils find the weeks very enjoyable and learn a lot whilst having fun and engaging with their learning from a different perspective.

## Pupil Behaviour

Here at NBA Al Dafna we aim to:

- Create a positive culture that promotes excellent behaviour, ensuring that all pupils have the opportunity to learn in a calm, safe and supportive environment
- Establish a whole-school approach to maintaining high standards of behaviour that reflect the values of the school at all times
- Outline the expectations and consequences of behaviour
- Provide a consistent approach to behaviour management that is applied equally to all pupils
- Define what we consider to be unacceptable behaviour, including bullying and discrimination
- Our mission at NBA Al Dafna, is for our learners to have integrity, respect and to be safe. We want our learners to be independent and motivated to be the best they can be. Therefore, we have key rules and expectations which underpin not only our philosophies, but also our principles and our day to day practice.

**We are Ready.**

**We are Respectful.**

**We are Safe.**

*For more information, please refer to our Behaviour Policy.*

## School Trips

All year groups are to go on one school trip per term. Examples of trips are:

- Trip to Al Khor Park
- Museum of Islamic Art
- Qatar National Library

Trips will usually be educational although occasionally pupils are taken on fun trips to recognise achievement, hard work and good behaviour. It is crucial permission slips are returned; otherwise, pupils cannot attend the trip.

## Mobile Phones and Electronic Devices

Pupils are not to bring mobile phones, smart watches or electronic devices, such as iPads, to school **unless requested to do so by their class teacher for class work**. However, should they do so without permission, it will be confiscated and only returned to an adult at the end of the school day. Pupils with permission should leave their phones and electronic devices with the class teacher for safekeeping.

**Neither the teacher nor the school will be held responsible for the loss or theft of mobile phones, other electronic devices or expensive items at school.**

## **Assessments and Reports**

There are 2 different types of assessments that we use within Primary. These are known as **Formative** and **Summative** assessment.

*Formative assessment is every day assessment and on-going based on all activities within class and involve teacher observations, questioning, marking and feedback. Summative are formal assessments which are completed at the end of a unit or end of term with written or online assessment exams.*

All forms of assessment are used within the school. Attainment marks are collated and reflected on the end of term and end of year report.

Reports are issued to parents and guardians at the end of each term. End of term reports are a snapshot of a child's progress, but are very informative and help parents understand their child's academic strengths and made aware of areas where there is room for improvement. The reporting of academic attainment and progress follows an M – D grading system:

Academic Achievement & Development	
<b>M</b>	Mastery level
<b>WD</b>	Well developed - above the required level
<b>P</b>	Proficient - demonstrating a good understanding of the required level
<b>C</b>	Capable – working at the required level
<b>D</b>	Developing – working towards the required level

Reports are usually issued before, or at, parent meetings so that parents can use the information to discuss their child's progress further.

## **Curriculum**

Key Stage 1 consists of Years 1 and 2.

Key Stage 2 consists of Year 3, Year 4, Year 5 and Year 6

Newton Al Dafna offers the National Curriculum of England. Our curriculum is firmly rooted in providing each pupil with rich and innovative learning opportunities. We are committed to delivering a broad and enriched curriculum programme that provides the best possible education to meet the needs of all learners.

Newton Al Dafna, delivers the three statutory subjects: Arabic, Islamic Studies and Qatar History. The subjects taught in Primary are:

Subjects	
English (Reading, Writing, Phonics/SPAG)	Mathematics
Science	Geography
History	Physical Education
French (Years 3-6)	Computing
Arabic	Art, Design and Technology
Islamic studies / Citizenship	Music
Qatar History	Character Education / P4C

## The UK National Curriculum

When our children make the transition from EYFS to Year 1, they begin follow the UK National Curriculum, which includes the following subjects:

### English

#### Reading

- Pupils should be taught using a systematic synthetic phonics programme from Reception to quickly develop accurate decoding and word reading skills.
- The curriculum should focus on developing both word reading skills and comprehension skills.
- Comprehension requires building pupils' vocabulary, background knowledge, understanding of syntax and text structure.
- Pupils need exposure to high-quality, challenging texts across different genres and forms to prepare them for more complex reading.
- Reading fluency is important for comprehension but should not come at the expense of comprehension instruction.

#### Writing

- The curriculum needs to develop both transcription skills (spelling, handwriting) and composition skills.
- Explicit teaching of foundational skills like spelling, grammar, sentence construction is needed before moving to more complex writing.
- Pupils need frequent opportunities to write for authentic purposes and audiences.
- The curriculum should teach the processes of planning, drafting, revising writing.
- Oral composition can support developing writing skills which is why we have adopted Talk 4 Writing in order to support our children's writing development.

## **Spoken Language**

- The curriculum should provide planned opportunities to develop vocabulary and skills for effective communication.
- Pupils need to practise spoken language skills like explanations, discussions, debates in different contexts.
- Spoken language underpins the development of reading and writing skills.

Overall, the curriculum should prioritise developing solid foundational skills in the early stages through systematic instruction and practise, before moving to more advanced skills. Building broad knowledge and vocabulary is critical for reading comprehension and writing composition.

## **Mathematics**

We follow the UK National Curriculum and use White Rose maths resources. This is a whole-class approach to mastery mathematics which is referred to for planning lessons and activities. For each year group, the curriculum strands have been broken down into **core concepts**. These are taught in blocks of lessons so that pupils are given sufficient time to develop a deep and sustainable understanding of core maths concepts. Each concept has also been broken down into **small steps** (lessons). Mathematics lessons are carried out daily in every class across the primary school.

The main mathematical topics covered within each year group include:

<b>Calculations</b> <ul style="list-style-type: none"><li>● Understanding addition and subtraction</li><li>● Mental calculation strategies for addition and subtraction</li><li>● Understanding multiplication and division</li><li>● Mental calculation strategies for multiplication and division.</li></ul>	<b>Numbers and the number system</b> <ul style="list-style-type: none"><li>● Counting and number sequences</li><li>● Place value and ordering</li><li>● Estimating and rounding</li></ul>
<b>Solving Problems</b> <ul style="list-style-type: none"><li>● Making decisions</li><li>● Reasoning about numbers or shapes</li><li>● Problems involving “real life”, money and measures</li></ul>	<b>Measures, Shape and Space</b> <ul style="list-style-type: none"><li>● Measures related to length, mass, capacity, calendars and time Shape and space- 2D, 3D, position, patterns</li></ul>
<b>Handling Data</b> <ul style="list-style-type: none"><li>● Organising and using data</li></ul>	

## **Humanities**

Geography and History are often linked where possible to enable more creativity in teaching and learning.

KS1 History and Geography topics are based on each term's key theme set by the year group. These themes are developed by the pupil's interest and are chosen during the academic year to suit the needs & likes of the pupils in each year group.

## **Science**

In Science pupils will experience an integrated programme following the National Curriculum programme of study for Science through a variety of topics. Each of the topics has dedicated 'year specific' objectives which are designed to be learned and built on in the following years.

## **Specialist Subjects in Key Stage One and Two**

### **Computing**

We are fortunate to have a purpose built computer suite available for Primary classes to use. Each class will visit the computer suite once a week. We feel that it is very important for our pupils to be confident in using a computer and its applications. There are a variety of topics covered from online safety to programming. Our school is committed to ensuring that the children are well-informed and equipped to navigate the online world safely and responsibly. We have formed partnership with the National Cyber Excellence Department in Qatar and deliver the Cybersecurity Educational program across Primary.

### **Physical Education**

In P.E pupils acquire and develop skills in dance, games and gymnastics. All pupils are required to take part in PE lessons as part of our encouragement of them to live a healthy lifestyle.

### **Art & Design and Design & Technology**

In Art and Design pupils have the opportunity to study the work of artists and interpret and imitate their artistic style. Art topics include Still life drawings, Pop Art, Mosaic Art, Landscapes & Habitats, Self-Portraits, Biome Art. Pupils will use different methods to nurture creativity and innovation through designing and making.

Design & Technology will also help them to develop an understanding of technological processes, products, manufacture and contribution made to our society. Pupils are able to evaluate their work and implement improvement.

### **Music**

Pupils attend one music lesson each week. Not only do pupils learn to sing new songs, but they also have the opportunity to learn to play instruments, and play these in time to different rhythms.

## **French**

All pupils from Year 3 through to Year 6 will take part in one French lesson a week. During these lessons pupils will learn the French language, ranging from numbers and the alphabet to being able to introduce themselves in French.

## **Qatar History**

All pupils in Key Stages 1 and 2 have a Qatar History lesson. These are taught by Specialist Arabic staff and for Non-Arabic speakers, by the class teachers. Pupils learn about Qatar from times of Ancient civilisations to the modern day.

## **Islamic Studies & Citizenship**

All pupils of Muslim faith attend two lessons of Islamic studies per week where they learn about Islamic faith and culture from specialist teachers. During this time all non-Muslim children have Citizenship lessons.

## **Arabic**

The Arabic curriculum is implemented from Foundation Stage, Key stage 1 and Key Stage 2. Each level aims to help pupils to acquire good speaking and listening, reading, writing and grammar skills. Pupils who are Arabic speakers follow the curriculum which is set out by the Ministry of Education in Qatar. Non-Arabic speaking pupils are taught using a wide range of resources which have been approved by the Ministry. We ensure that the lessons are made practical and fun to engage our pupils.

**Most children with Arabic passports must study the three compulsory subjects; Arabic language, Islamic Studies and Qatar History. Non-Muslim children will not study Islamic Studies but will have Citizenship during this time.**

## **Personal Health and Social Education**

All pupils have a weekly PHSE lesson where they explore themes such as health and well-being, relationships and living in the wider world.

## **Philosophy for Children**

P4C stands for "Philosophy for Children" and it refers to a teaching approach that aims to develop critical thinking, reasoning, and philosophical inquiry skills in children.

Here are some key points about P4C:

- It involves engaging students in philosophical discussions and debates on concepts like truth, fairness, ethics, and the nature of knowledge.
- The teacher acts as a facilitator, posing open-ended questions and encouraging students to build on each other's ideas through dialogue.
- It helps children learn to formulate questions, construct arguments, consider different viewpoints, and think more critically.

- Common topics explored include logic, ethics, political philosophy, metaphysics, and the nature of the mind.
- Research suggests P4C can improve students' reading, writing, maths and participation skills in addition to their reasoning abilities.

## Character Education

We are the only school in Qatar that has been awarded a Quality Mark for Character Education. Character education refers to the teaching of core ethical values and principles to help students develop positive personal traits and become responsible, caring citizens. Here are some key points about character education in schools:



*ACE School of*  
**CHARACTER**

1. It aims to cultivate virtues like respect, responsibility, honesty, compassion, perseverance, and integrity in students.
2. Whilst Character Education is taught as a separate subject, the values and principles are integrated throughout everything that we do.
3. Teaching methods include modelling good character, using literature to discuss moral dilemmas, providing opportunities for service learning, and creating a caring classroom environment.
4. It helps develop students' moral reasoning, decision-making, and behaviour.

## Curriculum Overview

At the start of each term, every parent will be issued with a curriculum overview to inform them of what their child is learning in their year group. It is also designed as a way of helping parents become more involved in this learning. Please take the time to read it and ask your child's teacher if you have any queries or if you feel you have expertise you could offer to help us deliver the very best curriculum for your child.

## What to Do When You Don't Know the Answer

There is a pretty good chance that at some point during their education, your child will come to you with a problem that even you cannot solve or that you were taught in a different way. What can you do to help when you don't know the answer? Here is a list of constructive ways to assist your child.

- **Be positive.** While it's acceptable to briefly empathise with your frustrated child, try to respond optimistically so the child knows that there is a solution and you will help him or her find it. Don't demean your child's struggle; all pupils have problems at some point. There is nothing wrong with struggling to understand something.
- **Listen to your child.** Ask your child to explain exactly what it is that he or she does not understand.
- **Get the whole picture.** Ask your child if the teacher provided any extra materials such as handouts or Web resources, which might help. If it is an assignment that takes several



days or weeks to complete, have your child check with the teacher to be sure he or she has everything.

- **Re-read the question or homework task.** Once you have all the material, re-read the question or problem together. Break down the problem into component parts, if possible. Take an analytical approach and work through the steps together. It is acceptable to guide your child through the steps, but beware of completing the work for him or her. Your child will not learn the material and will ultimately suffer.



## Appendix 1: Uniform Expectations

Class	BOYS	
	Summer	Winter
<b>Foundation Stage 1</b> <b>Foundation Stage 2</b>	White Shirt with School Logo Tartan Bermuda Shorts White, navy or black socks Cap with School Logo	White Shirt with School Logo Tartan Bermuda Shorts or navy blue long pants Navy blue jacket or jumper with logo White, navy or black socks Cap with School Logo
<b>Year 1 to Year 6</b>	White Shirt with School Logo Blue Bermuda Shorts White, navy or black socks Cap with School Logo	White Shirt with School Logo Blue Bermuda Shorts or navy blue long pants Navy blue jacket or jumper with logo White, navy or black socks Cap with School Logo
<b>Physical Education Kit</b>	White PE T-shirt with School Logo Blue Bermuda shorts Cap with School Logo	White PE T-shirt with School Logo Blue Bermuda shorts or navy blue track suit Cap with School Logo

- School uniform must be worn at all times when attending school and pupils must be smartly presented.
- Footwear must be plain black shoes. **White / Black trainers should be for P.E. only with no motifs.**

- Coloured jackets that are not part of the uniform should not be worn.
- Boys may wear a watch (**not a smart watch**) No jewellery to be worn during PE lessons
- Hair must be neat and tidy
- Nails must be neat and clipped

Class	Girls	
	Summer	Winter
<b>Foundation stage 1</b> <b>Foundation stage 2</b>	White Shirt with School Logo Tartan Dress White, navy or black socks White, navy or black stockings/leggings Plain Navy or Black cap	White Shirt with School Logo Tartan Dress, round neck White, navy or black socks White, navy or black stockings/leggings Navy blue jacket or jumper with logo Plain Navy or Black cap
<b>Year 1 – Year 6</b>	White Shirt with School Logo Tartan Skirt White, navy or black socks, white or navy or black stockings/leggings Plain Navy or Black cap	White Shirt with School Logo Tartan Skirt or navy blue long pants Navy blue jacket or jumper with logo White, navy or black socks, white or navy or black stockings/leggings Plain Navy or Black cap
<b>Physical Education Kit</b>	White PE T-shirt with School Logo Blue Bermuda shorts Plain Navy or Black cap	White PE T-shirt with School Logo Blue Bermuda shorts or navy blue track suit Plain Navy or Black cap

- School uniform must be worn at all times when attending school and pupils must be smartly presented.
- Footwear must be plain black shoes. White / Black trainers should be for P.E. only with no motifs.
- Hair must be neatly tied in school colour ribbon. No fancy hair pieces.
- Headscarves must be black, white or navy blue

- Nails must be clipped, neat and tidy.
- Girls may wear a watch (**not a smart watch**) one pair of stud earrings. No other jewellery should be worn.
- Make up and nail varnish are not allowed.