



# DUBAI INTERNATIONAL ACADEMY

## EMIRATES HILLS

### KG PARENTS HANDBOOK



DREAM  INSPIRE  ACHIEVE

# 2022–2023





**DUBAI  
INTERNATIONAL  
ACADEMY**  
Emirates Hills



Dear Parents,

I would like to offer you a very warm welcome to Dubai International Academy (DIA) Emirates Hills.

Starting school is a new, exciting, and very special time for your child. They will meet their new teacher, form new friendships, explore new surroundings and carry out many incredible activities based around our Units of Inquiry, all while engaged in play based learning.

These years are ones of enormous energy, enthusiasm and risk-taking where your child will be encouraged to develop the attributes of the IB Learner Profile. The IB Learner Profile is a set of personal attributes such as 'Communicator', 'Caring', and 'Principled', that children will strive to fulfill. Attitudes and skills of the PYP are integrated into all aspects of learning and development.

We are sure you have many questions about your child starting school and we hope this guide will help answer as many of them as possible. There is also a KG Curriculum Guide and how you can help your child develop in their learning .

I hope you and your child have a wonderful year with us,

All the best

James Heard  
Deputy Head & Early Years Coordinator  
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Please find below some of the most common questions we are asked and the answers to them, if you have more we hope that they are answered by the rest of the document, but please do get in contact if not.

When is the first day of school?

We expect all children to be back in School on August 29th 2022.

When will I know who my child class teacher is?

All teachers return to work on August 22nd 2022. We finalize all class lists and assign teachers at this point. Your child's class teacher should be in touch with you on the 24th or 25th of August to introduce themselves.

What are the school timings?

The start of school is still being finalized, but please expect a time of around 7.30am. The end of the school day in KG1 and KG2 is 1.30pm, except on Fridays when all children finish at 12pm.

Where can I get a class timetable?

These will be sent out in the first week of school once all detail are finalized by us.

What does the first week of school look like?

Our opening week is a bit different o the rest of the school, in KG1 and KG2 we hold a settling in week.

Monday: Families and the teacher have a 10 minute Hopes and Dreams meeting, this is a chance to meet, chat and be reassured. Children do not attend school today.

Tues / Weds: The class is divided into two groups and each group comes into school for one hour and 15 minutes. This is a chance for children to become familiar , have more time with the teacher and generally settle.

Thurs : All children are in school today but only for a 2 hour period.

Fri: Full morning until 12pm.

Structuring the first week this way allows children to gently get used to the new spaces, people, routines, and being in school. It is a tremendously successful way of starting the year. Your class teacher will confirm specific times and groups when she gets in touch in August.

Who will feed my child?

Your child! We are happy to show children how to open lunch boxes, or help if things are tricky, but as a school we are here to encourage your Childs independence and self-sufficiency.



## HOME/SCHOOL COMMUNICATION

It is very important to keep the lines of communication between home and school open, we try to make this as easy a process as possible. Below is a brief breakdown of the platforms we use and how we use them.



**iSams Parent Portal:** the parent portal is a key gateway to information about your child; from here you can download school reports, pay for trips, and see key information we hold. You will be given a username of DIAXXXXXX (6 digits). This is **VERY IMPORTANT**. It will be the username for all other Microsoft app's including Teams and online learning.

**On IOS app store:**

<https://apps.apple.com/ae/app/iparent-app/id959615129>

**On Google Play store:**

[https://play.google.com/store/apps/details?id=com.isams.portal.parent&hl=en\\_US&gl=US](https://play.google.com/store/apps/details?id=com.isams.portal.parent&hl=en_US&gl=US)



**Seesaw** You will be sent at least 3 learning updates a week, and we will also send any messages or updates as is required on the communication channel. Seesaw will give you an everyday insight into the wonderful things your child is learning. Please only use the Seesaw CLASS app. Your teacher will send a QR code in the first week of school to connect you.

**On IOS app store:**

<https://apps.apple.com/us/app/seesaw-class/id930565184>

**On Google Play store:**

<https://play.google.com/store/apps/details?id=seesaw.shadowpuppet.co.classroom&hl=en&gl=US>



**Microsoft Teams:** This is our preferred Online Meeting and Learning portal. If the school should go online this is the platform for online lessons. Your child's username will be the username you were given for the Parents Portal and a password will be issued in the first week of Term.

**On IOS app store:**

<https://play.google.com/store/apps/details?id=com.microsoft.teams&hl=en&gl=US>

**On Google Play store:**

<https://play.google.com/store/apps/details?id=com.microsoft.teams&hl=en&gl=US>



**WhatsApp:** We encourage a class parent to volunteer and be the liaison between teacher and all class parents by running a class WhatsApp group. This will be facilitated in the first week of school by your class teacher.



**Telephone:** If a matter is urgent please call the school office on 04 871-3530 and 04 871-3531 (KG1 can be reached on 04 427 1461)

**Conversations:** Talking to teachers for an extended period of time at drop-off and/or pick-up is not recommended, unless in extenuating circumstances. Please rather contact your teacher for an appointment which is convenient to you both.

**Email:** Teachers will do their best to respond to an email within one working day, and will also use the platform to send important updates or direct communications.

**Class Newsletter:** Sent every 2 weeks to keep you up to date with the learning happening in class and any upcoming events.



# SNACKS, LUNCH, AND FOOD



All students will have a daily snack and lunch break. We strongly encourage parents to provide their child with a healthy snack and lunch that your child likes and will eat independently.

**Please do not send sugary snack foods, flavoured milk, fizzy drinks, chocolate or chocolate related foods (Oreos, Nutella, chocolate pudding, chocolate custard), or chips/crisps.** Should these items be included in the snack box they will be kept aside and sent home with your child at the end of the day. A choice of two or three different snacks in a lunch box is usually well received by children.

Please send lunch bags, boxes and bottles that your child is able to open and close independently and provide a spoon/fork if needed. We will encourage your children to be as independent as possible and would like your support at home.

## Other Special Needs and Allergies

If your child has an allergy, it is extremely important the school nurse and your child's teacher are made aware of it as soon as possible. The more insight we have regarding your child the more helpful we can be to their needs.



The school has several children that have severe nut allergies.

**Please do not send foods that contain nuts into school.**





## ATTENDANCE



**Attendance is taken at 8:00 a.m.** Any child arriving after this time must be / will be marked as late. If your child is absent, for any reason, please complete the iSams link. If the school is not contacted by 9:00 am, you will receive a text message and an email regarding the whereabouts of your child.

iSams link: <https://tinyurl.com/y33w6rke>

## SICKNESS

Please be sensitive about sending your child to school with a cold, cough, upset stomach, rash or fever. When determining if your child is well enough to attend school, please bear in mind that s/he could not only infect other children, but also be at risk of contracting another infection if his or her immunity is low. School policy requires your child to be **fever free for 24 hours before** coming or returning back to school. If your child is absent for more than two days, they will need a medical note from their physician.

Please keep your child at home if they show any of these symptoms and under observation:

- Cough
- Fever
- Sore Throat
- Shortness of breath
- Diarrhea
- Runny nose
- Nasal congestion
- Myalgia or body ache
- Fatigue
- Abdominal Breath
- Conjunctivitis
- Rash



## COVID

At the time of writing many Covid restrictions are being lifted in Dubai and much of school has returned to normal. However, as we are all aware, the situation with the pandemic can change very quickly. The most up to date information will always be sent via email from the school Principal. We will send details of how Covid restrictions affect the school and its provision nearer to the time of return.

If your child has a positive diagnosed case of Covid (must be via PCR) please send a copy of the test certificate to [hsofficer@diadubai.com](mailto:hsofficer@diadubai.com).





## CHANGE OF CLOTHING – ACCIDENTS CAN HAPPEN!

We believe in messy play! Your child may get a bit dirty, muddy, wet—all sorts can happen in a busy day of learning! Please do keep this in mind

In KG, children are expected to be totally toilet trained, use toilets appropriately and be able to clean and dress themselves after using the toilet. A sensitive area that needs to be addressed is the occasional toilet accident.

For this reason please send in a change of labeled clothing, in a sealable plastic bag, that can be kept in the classroom. Please label all of your child’s clothing – especially jackets, jumpers, caps and uniform.

**We understand that an accident may happen on occasion. However, any child who soils themselves in school will need to go home as we do not have the facilities to properly clean your child.**



## UNIFORM AND SCHOOL BAGS



Please see the link on the school website about the school uniform requirements: <http://www.diadubai.com/admissions/uniform/>.

There is structured physical education (PE) class in the week. Children are required to wear their PE uniform to school on these days. Your class teacher the share the PE days with you.

Children need to bring the following to school each day; their snack, lunch and two water bottles. They need not bring a bulky school

bag. A lunch bag every day is enough.

**PLEASE ENSURE THAT ALL CLOTHING< BAGS, BOXES AND BOTTLES ARE LABELLED WITH THE CHILD’S NAME AND CLASS.**

***Our uniform policy is strictly enforced, please do not be offended if your child is asked to remove or leave at home an item which does not conform to our guidance.***



## BIRTHDAYS AND CLASS PARTIES

Restrictions over the last two years have made celebrating birthdays difficult in the Primary School. We are still unsure of what the regulations will be in September. Your class teacher will update this part of the policy for you once we have a clearer picture in late August of what the regulations will be.

## TOYS FROM HOME, PLEASE STAY HOME

Please do not allow your child to bring their own toys to school. Teachers will not be responsible for toys brought to school from home. The children are too young to understand the importance of this rule and we often end up with disappointment or tears if something happens to the toys.



**THE POWER OF OUR PARENTS!**

PASSIONATE ABOUT DIA 

Celebrating and being committed to Community is at the heart of our school ethos. While restrictions have made it difficult, we want parents to be involved as much as possible. PADIA is the parents organization for DIA. They arrange coffee mornings, social events, and also get involved in larger whole school celebrations. They may be contacted via email [padiadubai@gmail.com](mailto:padiadubai@gmail.com) We encourage new parents to get involved, everyone is welcome and encouraged to join.

## Let us love your old items again!

We are always busy creating and planning exciting projects, including wishing to make some imagination areas for your children to use. Please help us by not throwing away any of these items. We will love any you may have!

We just ask that you make sure items are clean and free from residue. If ever you come across anything else at home or work that you think we might find useful please let us know. We would love ...

