

Start of Term Arrangements 2018-2019

Dear Parents,

We would like to remind you of the start of term arrangements as follows:

1) Administration hours during the summer break:

Please note that the Administration will be open as per the following schedule:

Sunday 19th August: Grade 9 students in school to confirm their options (10:00 am – 12:30 pm).

Sunday 19th August: Grade 11 students in school to confirm their options (10:00 am – 12 noon).

Tuesday 21st August – Thursday 23rd August: The School will be closed for Eid Al Adha Holiday.

Monday 26th August: New Families Orientation Day 11:00 am - 2:00pm. And the administration will be open from 8:00 am to 3:00 pm

Monday 27th August: Official start of Term 1.

2) School Day for Students 2018-2019:

- **Primary School (KG1 & KG 2):** 8:50 am – 1:15 pm
- **Primary School (Grades 1 – 5):** 8:50 am – 3:00 pm
- **Middle Years School (Grades 6 – 10):** 8:50 am – 3:00 pm
- **IB College (Grades 11 – 12):** 8:50 am – 3:00 pm

Car-Pick Up arrangements at end of school day:

It is important that you read the letter that describes the new arrangements for next academic year (click [here](#)), and share this information with your children and your driver (if you use one). **The new Car Stickers can be collected from 1st August, from the guards in the Sports Complex Upper Car Park; we would like as many people as possible to collect their stickers BEFORE term begins in order to reduce congestion in the first few days.**

These changes will be communicated to students on the first day of term as it will affect where on campus they need to go at 3pm in order to be picked up; however, it will help if you have already explained the new arrangements to them.

3) Start of the First Term 2018-2019:

a) **Primary School (Grades 1 – 5):** The first day of school for students in Primary School will be Monday 27th August (8:50 am).

b) **Middle Years School (Grades 6 – 10):** The first day of school for students in the MYS will be Monday 27th August (8:50 am) except for Grade 9 who will need to be in school on Sunday 19th August for the confirmation of options.

c) **IB College:**

- The first day for Grade 12 students will be Monday 27th August (8:50 am).
- The first day for Grade 11 students will be Monday 27th August (8:50 am), but they will need to visit the College on Sunday 19th August to confirm their subject options.

d) **Primary School - Kindergarten:**

The first two days of school, Monday 27th August & Tuesday 28th August, are short days, from 11:00 am until 1:15 in order to help the children get acquainted with the KG1 routine. All KG2 students will attend school both days. In order to make the transition of the new KG1 children as smooth as possible, we would like to share with you the following arrangements for the first two days of school:

- The KG1 children have been divided into 8 groups. Parents will receive a detailed letter closer to the start of school to let them know which group their child will be in.
- Groups 1, 2, 3 & 4 will start school on Monday 27th August (Groups 5, 6, 7 & 8 will not attend on this day).
- Groups 5, 6, 7 & 8 will start school on Tuesday 28th August (Groups 1, 2, 3 & 4 will not attend on this day).
- All groups will come to school on Wednesday 29th August from 8:50 am – 1:15 pm.

4) **School Textbooks 2018-2019**

The textbook lists for 2018-2019 academic year are ready and can be accessed through the ABS website. Please click [here](#) to access them. They can also be accessed on Double First Engage under “Documents” when you choose [“Textbook Lists”](#) in the **Document Type**.

For students who have been at ABS, it is very important that they keep the books used this academic year, as in some cases, **the same books may be required for the next one**. If they do not need their books, please consider recycling them by passing them to younger students.

Dates of selling textbooks and working hours:

To avoid the rush of the 1st day of selling textbooks and long queuing, it has been decided with University Bookshop to specify days to sell textbooks for each section of the school. Grade 11 students need to confirm their options with members of the Leadership and Extended Management Team before buying their textbooks.

This also applies to Grade 9 students who have changed their options since last November and need to meet with a member of the Leadership Team. The textbooks

will be sold in the Multipurpose Hall behind the Additional Educational Needs Department (old IB College Building) according to the following schedule:

- 12th – 13th August: Primary School (10 am - 3 pm)
- 14th – 16th August: MYS Grades 6, 7, 8, and 10 (10 am - 3 pm).
- 19th August: Grade 11 after confirming options and Grade 9 after confirming options if they have changed since November (9:15 am – 3 pm).
- 26th – 30th August: all school (10 am -3 pm)

To get to the Multipurpose Hall, please go to the Middle Gate through the Primary School big playground and go up the stairs to the Additional Educational Needs Building. Signs will be available for guidance.

For current parents, please make sure that you have your child's Double First Engage student number to supply to the University Bookshop staff to help facilitate the process. This number will be sent to you by the school soon. For new parents, please make sure that you show your child's acceptance letter to the University Bookshop staff to help facilitate the process.

Exchanging books:

Please note that exchanging books will ***only*** be allowed on 28th August onwards to avoid long queuing. If you need to exchange books (which may happen with students in Grades 9 or 11 who change their options), you can do so on 28th August which is the time that is reserved for exchanging books or any other time after that date.

Please note that to be able to exchange a book according to University Bookshop Policy, there should be:

- No bent corners on covers
- No folded or soiled pages (dirt, fingerprints, glue, stickers, writing or markings of any kind, etc.)
- No torn covers or pages
- No frayed, scuffed or worn covers
- No broken, bent, **folded or** creased spine, covers or pages
- No protective adhesive on covers (contact paper)
- **Proof of purchase is required**

Parents/students who do not purchase the books during the selling period at the school will need to visit University Bookshop in their branch to purchase the books as we do not keep any stock on campus. Please find the address and contact number of the University Bookshop branch where you can buy the ABS Textbooks after the selling period below.

Location and contact number of University Bookshop:

Address: 104 Wasfi Al-Tall (Gardens) Street, Al-Muhtaseb Building

Telephone number: 06-5606271/ 06-5330211

Please find the link to the [map to the branch](#) as well as [the parking options](#) available here.

Important notes:

- Parents/students should purchase **ALL** the books required for the school year/course of study during this selling period.
- Payment can be made in **cash**, or by **Visa** or **Master Card**.
- Parents will only be able to purchase **one copy** of each required text per student; should any parents wish to purchase a second copy of a text, this can be done through University Bookshop after the selling period in school, subject to supplies being available.
- Students who change their subject option **during the year** will not be able to return their textbooks for refund.
- Please note that there is a single title of a physical textbook for Grade 12 students who take Math Higher (other than the books the students have bought in Grade 11).

Kognity online subscription for Grades 11-12:

Grade 11 students will be expected to pay for **Kognity** as part of their textbook requirements. Kognity is an online subscription which gives students access to online textbooks of several subjects as well as questions, model answers, past papers and mark schemes. The subjects are:

- Math Studies
- Math Standard
- Math Higher
- Economics HL/SL
- Business Management HL/SL
- Environmental Systems and Societies SL
- Psychology HL/SL
- Physics HL/SL
- Chemistry HL/SL
- Biology HL/SL
- Theory of Knowledge
- History (some modules)

This is a very important tool that will support the teaching and learning process in the IB College and provides teachers as well as students with information about their progress. Please note that it is a school expectation that all students subscribe to this important resource.

Please note:

- Subscription fees for the upcoming Grade 11 for 2 years is 175 JDs (15 September 2018 – 31 May 2020).

- Students will get the link and passwords to their subjects via email from Kognity by the end of September once their options and the levels are confirmed.

A school cashier will be available from the 19 August until the end of the book selling days from 10 am – 3 pm at the Multipurpose Hall to facilitate payment for the parents. Payment may be made in cash or by cheque.

5) Official School Uniform:

The official school and PE uniforms are available at Volanti shop located in Sweifieh.

Opening Hours: 10:00 am – 10:00 pm

Fridays: 2:00 pm – 10:00 pm

Telephone: 06-581-2318

Mobile: 077-7604777

Email: uniform@jsct.jo

Uniforms can be ordered online using the following link:

www.absuniform.com

6) School Buses:

The School owns a fleet of modern buses providing transportation to students and staff. Only students who have registered and paid for the service will be allowed to use the school buses. Click [here](#) to access the Registration Form.

In order to secure your bus reservation, please complete the form, check availability on the route by visiting the Transport Department at the school or contacting **Mr. Mahmoud Juma at 06-541-1191 Ext. 2050 or 077-8491019; or Mrs. Ghada Saifi (for English speakers) at 06-541-1191 Ext. 2020 or 077-8424780**. Once approved, please pay at Finance in order to confirm the bus registration.

7) Updated Contact Details:

Please note that in case there are any changes in your current home addresses, email addresses, home phone numbers or mobile numbers please inform the school by contacting Mrs. Ghada Saifi ext. 2010, email: Ghada_saifi@abs.edu.jo to update your contact information.

I look forward to welcoming you back to school and Eid Mubarak!

With best wishes,

Stuart Bryan

Principal