



**Bangalore International School**  
A Caring, Connected Community



# Welcome to the Early Years

[www.bangaloreinternationalschool.org](http://www.bangaloreinternationalschool.org)

Welcome to the Early Years at Bangalore International School! This booklet is to help you start off the year with an idea of what a school day will be like for your child.

All communication that you receive from school, henceforth, will refer to the Early Years as 'EY'. The EY comprises Pre-Primary (PP), Lower Kindergarten (LKG), and Upper Kindergarten (UKG). While there is only one section of PP & LKG, we have two sections of UKG – Cedar and Elm.

## Class Teachers

Each class in EY has two class teachers. The teacher's role is two-fold, pastoral and academic: their pastoral responsibilities include taking care of the child's well-being, safety, health, and behaviour. Their academic responsibilities involve teaching Numeracy, Literacy, EVS, and Circle Time.

The Early Years curriculum at BIS combines the best practices of internationally renowned curriculum methods. Children experience immersive learning through theme based approach. They actively engage in activities for hands-on experiences across a theme so that they learn through their own strengths and interests.

## Subjects

In addition to Numeracy, Literacy, and EVS, the children also have 2D Art, 3D Art, Home Economics, Computers, PE, Music, Library, and Dance. Each semester, they have either Tennis or Karate, and once the weather is suitable, students can choose Swimming. Apart from the above a wellness counsellor will also take up wellness sessions with the children.

## Timings

The school day for the Early Years is from 7:40a.m – 2:45p.m every day.

The timings for Pre-Primary as of now are:

07:45a.m to 14:45a.m (option 1)

07:45a.m to 17:00p.m (option 2 with Day care facility)

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*BIS proved itself beyond my expectations. It's wonderful how patiently and dedicatedly you both attend to every single child's requests and requirements.*

”

## Day-care

The school offers an after school crèche and day-care. This facility can be availed day-wise or month-wise. Day care facility can be availed by emailing us on [eycod@bischool.in](mailto:eycod@bischool.in) with a copy to [frontdesk@bischool.in](mailto:frontdesk@bischool.in) / [admissions@bischool.in](mailto:admissions@bischool.in) and [transport@bischool.in](mailto:transport@bischool.in) if the student takes the school bus.

## Drop off and Pick up

For the first week, or until the children are comfortable, parents are welcome to drop their children to their classrooms. After this, we request all parents to please cooperate with us by dropping their children off at the school entrance and similarly, picking them up from the gate. Unless you have spoken with the EY Coordinator or the class teacher, kindly ensure that your child comes to school on time. Please ensure that you pick them up on time. If there is any change in the pick-arrangement (not on the bus, different person picking them up, etc.), an email needs to be sent with a photo id proof of the person who will be picking up the student. The mail can be addressed to [eycod@bischool.in](mailto:eycod@bischool.in) with a copy to [frontdesk@bischool.in](mailto:frontdesk@bischool.in) and to [security@bischool.in](mailto:security@bischool.in).



“Glad to be a part of this ethically and fundamentally strong institution”

## Snack and Lunch

Snack break is from 8 am to 8:30 am. Children line up as a class, wash their hands, and are escorted by the class teachers to the cafeteria. Children sit together as a class. Teachers serve the snack, and children are encouraged to only take what they will eat. Snack usually consists of a hot tiffin, such as idlis, dosas, vadas, puri, parathas, pancakes, hummus and bread, vada pav, etc, along with cornflakes and milk, and a fruit.

Lunch break is from 11:05 am to 12:00 pm. There is always a combination of Indian and continental food. While the majority of the food is vegetarian, each day there is also an option of either a fish or chicken in the meal. The teachers have a list of the children who have opted for vegetarian meal in their respective classes, and the non-vegetarian food is also clearly marked out.

We are trying to encourage all our students to try new foods. It would be really helpful, in this regard, to consider as far as possible not to send food from home. This will help us to reinforce eating together, eating what is offered, as well as trying new foods. Teachers serve the children, supervise their eating (we all sit together), and children are encouraged to feed themselves. Menus are sent home each week, along with the school newsletter. Please monitor the menus and do keep teachers informed of any allergies.

## Personal Belongings

Please label all your children's belongings clearly, with the first name and last initial. This goes especially for bags, bottles, jackets and shoes. Please do not allow your child to bring any toys, books, or other things from home, unless specifically asked for by the teachers.

If you notice that your child has carried home anything from school, including books, stationery, or educational equipment, please do send it back to school!

## Communication

The school landline numbers are 080-28465060 / 080-28445852, the BIS mobile number is 9591468876. If the parents are not able to get through they can send an email to [frontdesk@bischool.in](mailto:frontdesk@bischool.in). This is checked regularly.

## Let us know if

1. Your child will be absent.
2. Your child will be late.
3. Your child will not be taking the bus (please let us know a day in advance).
4. You would like an appointment to meet the EY COD or the class teacher.
5. You would like a message to be given to the class teacher.
6. You require certificates or official letters from the school (please give us 48 hours' time).

Please Include Your Child's Grade And Section In The Subject Line Of The Email.



“ The individual attention given by the Teachers as well the class management done by the Teachers given the limitations has been excellent ”

## PTMs and Report Cards

Although teachers are constantly in touch with you via email or over the phone, we have three scheduled review meetings a year, scheduled in September, December and March of the calendar year. These are known as the Parent Teacher Meeting (PTM), and give you the chance to meet all your child's teachers, to discuss their progress in all subjects.

We also send out Report Cards at the end of each term to help you track your child's progress. The EY report cards are skill-based, and address specific areas of their performance. We also look at their social, health and self-care skills within the Report Card.

## Food

We appreciate your cooperation in sending bottles that close properly. Please do not send food for them to eat in school.

If you are sending a snack box for your child to eat in school or on the bus, please do not send:

1. Chips (Peppy, Lays, Fritos, chips, etc)
2. Chocolate
3. Biscuits

## Tennis, Karate, Swimming

These activities will start in September. Each section will be allotted an activity at the beginning of the school year. In January, the sections switch activities. In March, we introduce swimming as an option, for which there will be a sign-up sheet.

For tennis, children will need a racket – you can pick up a size 21/22. This will be kept in school for the term.



## Newsletters

You will receive a class newsletter once every month preceding the month. This contains the academic and curricular content that will be covered in all subjects, for the subsequent month. This is to help you understand what we will be doing during the month in school and how you can support and extend learning at home.

## Clothes

Please send your child in comfortable clothing. We encourage children to wear full sleeves and full pants, weather permitting. Please send them in shoes that they can put on and taken off by themselves. Kindly send an extra set of clothes in a labelled bag.

The EY children do not need to wear the school uniform each day to school. It is, however, compulsory for everyone to own a set of the uniform. The children have a house uniform, which is a coloured t-shirt along with shorts or track pants, as well as a school uniform, which is the white t-shirt and shorts or track pants. The school shoes must also be purchased and worn on any day that they wear the uniform:

1. Mondays – navy blue school t-shirt and blue jeans.
2. Wednesdays – house uniform
3. Field Trips – school uniform
4. Sports Day – house uniform

Please clearly label everything!

## Calendar and Handbook

The school calendar has all the events and holidays listed in it. The handbook is your child's diary and can be used to communicate with the class teachers, although we generally prefer email.

Please refer to the calendar while planning holidays and kindly let us know well in advance in the case of planned extended periods of absence.



## Birthdays

Please send us an email if you would like to celebrate your child's birthday in school, at least two days in advance, and we will let you know what time to come to school. Please only bring cake and juice. Mini cupcakes with minimal icing are preferable. Please do not bring any other food or gifts for the children. If you would like, you are most welcome to donate a book to the class library for your child's birthday.

You are most welcome to come for the celebration, although this is not compulsory. If you are coming, you may bring the cake with you. If not, you can send it to school before 12:00 pm.

## Nurse and Medication

Our school nurse is stationed on campus at all times. We also have a visiting doctor, who remains on call.

If your child needs to be administered medication during school hours, please let us know via email. The nurse will be the person in charge of administering the medicine.

Please keep checking your child's hair for lice and nits and ensure that if they have a problem, it is being addressed promptly

## Star of the Week

This is a tradition that we follow in the EY to help us get to know your child better, where each day of the week, we learn a little bit more about the Star, through something that they bring from home. The week before it is your child's turn, you will receive an email from us with all the information you will need to prepare.

## Bus Rules

The bus rules will be shared with you via email. Please try to review these with your children every so often to ensure that their journey on the bus each day is without incident.

Any issues with the bus routes and pick-up/drop timings can be raised with the Transport Coordinator. The school uses an app for its transport management system, which allows you to see where the bus is at any point in time. You will also have access to the driver and the attender's numbers.





We look forward to sharing these first school steps of your child with you, and we are excited about making it as enjoyable, memorable and fruitful as possible.





## **Bangalore International School**

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