



Island School Sha Tin Wai
Area 5A, Pok Hong Estate,
Sha Tin, New Territories

Tel: (852) 2524-7135
Fax: (852) 2840-1673

www.island.edu.hk

Principal
Stephen Loggie



1st June 2018

Dear Parents,

I would like to welcome you and your child to the Island School community and to thank you for entrusting our school to educate your child.

The Induction program is designed to ensure your child enjoys a smooth transition into secondary schooling and is excited by the opportunities that await them in the years to come.

Enclosed with this letter are some important documents related to the transition from Primary Schools into Year 7 of Island School. This package includes a provisional school calendar, school bus application information, and summer reading lists. A new parent handbook and other useful documents will be released at the end of June.

The Island School website <http://www.island.edu.hk> contains a variety of information that will be useful to your family both now and into the future.

I look forward in meeting you and your children at Island School and working in partnership with you to ensure your child achieves their potential.

Yours sincerely,

Stephen Loggie



ISLAND SCHOOL CALENDAR

SCHOOL TERMS AND HOLIDAYS 2018/2019

1. Term 1 2018 (83 days including 2 CPD days)

Week	August			September				October				November				December						
	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17					
Mon	6	13	20	27	3	10	17	24	1	8	15	22	29	5	12	19	26	3	10	17	24	31
Tue	7	14	21	28	4	11	18	25	2	9	16	23	30	6	13	20	27	4	11	18	25	
Wed	1	8	15	22	29	5	12	19	26	3	10	17	24	31	7	14	21	28	5	12	19	26
Thur	2	9	16	23	30	6	13	20	27	4	11	18	25	1	8	15	22	29	6	13	20	27
Fri	3	10	17	24	31	7	14	21	28	5	12	19	26	2	9	16	23	30	7	14	21	28
Sat	4	11	18	25	1	8	15	22	29	6	13	20	27	3	10	17	24	1	8	15	22	29
Sun	5	12	19	26	2	9	16	23	30	7	14	21	28	4	11	18	25	2	9	16	23	30

2. Term 2 2019 (64 days including 1 CPD day)

Week	January				February			March				April			
	1	2	3	4	5	6	7	8	9	10	11	12	13		
Mon	7	14	21	28	4	11	18	25	4	11	18	25	1	8	
Tue	1	8	15	22	29	5	12	19	26	5	12	19	26	2	9
Wed	2	9	16	23	30	6	13	20	27	6	13	20	27	3	10
Thur	3	10	17	24	31	7	14	21	28	7	14	21	28	4	11
Fri	4	11	18	25	1	8	15	22	1	8	15	22	29	5	12
Sat	5	12	19	26	2	9	16	23	2	9	16	23	30	6	13
Sun	6	13	20	27	3	10	17	24	3	10	17	24	31	7	14

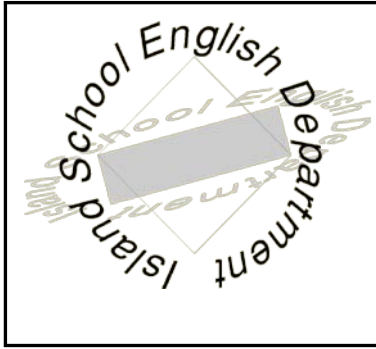
- = General Holidays
- = ESF 'Half Term' Holidays
- = Term Time
- = Staff Meeting
- = IS CPD Day
- = IS Quest Week

3. Term 3 2019 (42 days including 1 CPD day)

Week	April		May			June			July			August																													
	1	2	1	2	3	4	5	6	7	8	9	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30
Mon	15	22	29	6	13	20	27	3	10	17	24	1	8	15	22	29	5	12	19	26																					
Tue	16	23	30	7	14	21	28	4	11	18	25	2	9	16	23	30	6	13	20	27																					
Wed	17	24	1	8	15	22	29	5	12	19	26	3	10	17	24	31	7	14	21	28																					
Thur	18	25	2	9	16	23	30	6	13	20	27	4	11	18	25	1	8	15	22	29																					
Fri	19	26	3	10	17	24	31	7	14	21	28	5	12	19	26	2	9	16	23	30																					
Sat	20	27	4	11	18	25	1	8	15	22	29	6	13	20	27	3	10	17	24	31																					
Sun	21	28	5	12	19	26	2	9	16	23	30	7	14	21	28	4	11	18	25																						

TOTAL: 190 SCHOOL DAYS INCLUDING 4 CPD DAYS (see note 2)

- 1 Calendar constructed to allow: one week mid-term break in Term 1; five day mid-term break in Term 2 (to include Lunar New Year's Eve); 3 week break at Christmas; and 2 week break at Easter; year end in June.
- 2 ESF CPD previously scheduled for 1 Feb 2019 for all schools will be front loaded into August 2019, date to be confirmed. Additionally, all schools will need to identify four further CPD days for the current year.
- 3 Start date for 2019/2020 shown for indication only. We recommend individuals and families avoid making travel plans for August 2019 until the school start date and back to school work date are confirmed.
- 4 Updates to the school calendar, school terms and holidays are posted on the Island School website (<http://island.edu.hk/calendar/>).



Island School English Department

Island School ShaTin Wai
Area 5A Pok Hong Estate
Sha Tin Wai
Hong Kong

Head of English: Beth Hall
beth.hall@online.island.edu.hk

Dear Parents,

Many Year 7 students join Island School with excellent reading habits that have been established at home and at primary school; this puts them in a very strong position to make a great start to the Year 7 curriculum. As I am sure you know, reading has a positive impact on students' progress in all areas of the curriculum and on their overall well-being.

It is our experience that with the move from primary to secondary school and the change in routine this brings, some of these habits can be forgotten in Year 7. I am sure you share our aim to capitalize on the strong reading habits students bring with them or to reinvigorate those who have become reluctant readers.

Reading will be at the heart of the Year 7 English curriculum. Students will experience a range of fiction and non-fiction texts that will engage them and stimulate their thinking. Later in the school year your child's English teacher will be in touch to let you know the details of a book your child will need to purchase for term 2. If students read it too far in advance we find they forget it by the time they study it in lessons.

However, a long summer holiday lies ahead and it would be beneficial for students to spend some time reading. Below is a list of suggested books that we hope students will enjoy reading over the holiday. These are not compulsory reading, simply suggested good reads. I encourage you to continue to read with and to your child. The experience of sharing books with your child is the best way to support their reading.

Bone Sparrow by Zana Fraillon
Brown Girl Dreaming by Jacqueline Woodson
The Lies We Tell Ourselves by Robin Talley
The Colour of the Sun by David Almond
Fuzzy Mud by Louis Sachar
Wonder by R.J. Palacio
The Thing About Jellyfish by Ali Benjamin
Flamingo Boy by Michael Morpurgo

Happy Reading!

Beth Hall
Head of English



1st June 2018

Dear Parents,

On behalf of the Island School Parent Teacher Association (ISPTA), we would like to welcome all families to the Island School community for the 2018/19 academic year.

Please note that membership of the PTA is automatic and payment of the PTA fee is compulsory. The following forms should be completed and returned to the PTA office:

ISPTA Membership 2018/2019 FORM A (Compulsory)	Each parent automatically becomes a member of the ISPTA. As per the ESF Ordinance and Regulations, it is compulsory for all families to pay the relevant fee. The membership fee is HK\$700 per family . http://www.esf.edu.hk/sites/esf/files/ESF_Ordinance_and_Regulation-eng.pdf
ISPTA Volunteer Form FORM B (Optional)	We always need parents to help with our events (such as the school fairs) and on an ad-hoc basis. If you feel you can spare a few hours, please complete and submit this form. For any questions contact the PTA Manager at pta@online.island.edu.hk or Tel: 2140 6806.

Please send the completed forms and attachments to:

Island School PTA Ltd.
Island School Tai Wai Estate Secondary School No. 2
Sun Chui Estate
Shatin
New Territories
Hong Kong

We look forward to your support of the PTA and wish you and your family a successful year ahead at Island School.

Kind regards,

ISPTA Committee

Island School PTA Membership Information Sheet 2018/19

Form A

PTA Membership Family Details

Family Name: _____

Father : _____ Mother: _____

Address : _____

E-mail: _____ Tel: Home: _____ Mobile/Office: _____

Student's name _____ School Ref No(if known) _____ Year/House _____

Student's name _____ School Ref No(if known) _____ Year/House _____

Student's name _____ School Ref No(if known) _____ Year/House _____

If you would like to be included in the WhatsApp group for your year group(s), please provide mobile no(s). to be used: _____

Student Directory - 2018/2019

An online Student Directory is issued in Term 1.

Note: If you do **NOT** wish your family details* to be included in the student directory, please tick here

(*All student names will appear in the relevant class list, family details will not appear in the directory)

Payment Instructions

PTA Membership per Family: **\$700 (compulsory)**

Payable by Cash or Cheque

Cheque No: _____ Bank : _____ Total: _____

Cheque Payable to: "**Island School PTA Ltd**". (Please write student's name, form and phone no. on the back of the cheque)

Note 1: This form must be completed for all 2018/2019 students. Each parent automatically becomes a member of ISPTA and under the ESF Ordinance and Regulations, it is **compulsory** for all families to pay the relevant fee.

Note 2: For further information on the PTA or to download a copy of this form, please visit our website:
<http://island.edu.hk/pta-home/>



Data Use Statement: Please note that the information you provide on this form will be used by Island School PTA to service your membership. This may include providing your information to third parties (for example, the company which runs the school bus service.) If you would like to access or change the information the PTA holds, please contact us at pta@online.island.edu.hk. For more information please go to: <http://island.edu.hk/pta-home/>

ISPTA Volunteer Form 2018/19

Form B

We always need parents to help with functions and the fairs. If you are able to help in any of the ways listed below, please fill out this form and return it to the PTA office. For more information, please contact us at 2140 6806 or e-mail pta@online.island.edu.hk

You will be contacted in due course by either PTA office staff or Committee Members.

Name: _____
Child's Name: _____ Year/House: _____
Email: _____
Mobile: _____

PLEASE TICK WHERE YOU MAY BE ABLE TO HELP

- 1. Acting as a Parent Representative
- 2. Hospitality – we need volunteers to help the **'Welcome Committee'** at PTA and school events
- 3. School Fairs (help organise/volunteer on a stall at the event – please delete as appropriate)
- 4. Other events (help organize/ volunteer at the event)
- 5. Join the PTA Committee and take up a functional role
- 6. Preparing PTA Newsletter
- 7. Fundraising



KWOON CHUNG MOTORS CO., LTD.
冠忠遊覽車有限公司

Member of KWOON CHUNG BUS GROUP 冠忠巴士集團成員

Island School (Shatin Wai / Tai Wai Campus)
School Bus Service 2018 / 2019

Dear Parents,

KWOON CHUNG MOTORS CO., LTD. has been providing a school bus service for the Island School students for the past year, and will continue to be doing so for 2018-2019 school year.

The school bus routes are timed to fit the school schedule. To attain better service with better planning, we would like to request that all the bus application to be done online:-

From June, 1st 2018 (Friday) to 15th June 2018 (Friday)

via web address: <http://school.kcm.com.hk/island>

This will ensure that we have sufficient time to prepare bus routes, to schedule pick-up/drop-off times, to process bus cards and to co-ordinate school buses to avoid over-crowding.

Bus registration is open for whole school year. However, after the application deadline, all routings and size of the bus will be fixed for one academic year, in which stops and seat availabilities are not guaranteed.

Thank you and we look forward to provide our best service.

Yours faithfully
Kwoon Chung Motors Co. Ltd.



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Island School Uniform

In June this year, Island School will transition to online sales of school uniform. Online sales will offer convenient access for orders and delivery will be direct to home.

For our incoming Year 7 families, the school will be arranging opportunities for students to fit samples of the uniforms, prior to placing orders. You will shortly be receiving an email giving further information about this and we urge all families to take advantage of the opportunity for fittings which will be held during the month of June. The email will also include information regarding return and exchange procedures.

Year 7 families are asked to take special note: All orders placed prior to the end of June are guaranteed to be delivered in full by early August. However, if you do not place your order before the end of June, then we cannot guarantee that all items will be in stock.



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Laptops

Year 7 students will be required to bring their laptops to all lessons, from their first day of school on 13th August. On the school website, under 'learning at IS' you can find the minimum requirements for which type of computer we ask students to bring. Please note that bag weight is an issue for many students, and for this reason we recommend a 13.5 inch screen as maximum. On the school website you will also find the *Digital and Technologies Responsible Use Agreement*. We ask that you read through this with your child to ensure that both you and (s)he fully understand the behavioral expectations we have around safe and responsible use of laptops and other technology for any member of the Island School community.

Please refer to the <http://island.edu.hk/laptops-and-technology/> and click on the link <http://www.eduoffer.com/esf/> to access the Apple order form.



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Year 7 Induction Week 2018

At the start of the school year we hold an induction week which is compulsory for all students. The aim of the week for Year 7 students is familiarization with the school layout, school systems and school expectations. We will also begin developing the following enduring qualities with your child/ children; resilience, reliability and responsibility. Students will follow a varied programme of events in their House groups and an overview of the week is here:

Day	Event
Monday 13 th August	<p>Welcome Assembly – Parents and students</p> <ul style="list-style-type: none"> • Octopus Registration • Laptop registration • Locker and Stationery Pack organization • Form activities <p>End of School 12.35pm Wear School Uniform Things to bring every day: Water bottle / Octopus Card / Laptop / pencil case</p>
Tuesday 14 th August	<p>Library registration Reliability : Laptop organization – google folders/ google calendar Responsibility: Using your Laptop responsibly: SCREEN End of School 12.35pm Wear School Uniform Things to bring every day: Water bottle / Octopus Card / Laptop / pencil case</p>
Wednesday 15 th August	<p>Whole School Assembly Lessons 1 and 2 - Interdisciplinary Learning Lessons 3 and 4 - School Photos - wear PE Kit Lessons 5 and 6 - Resilience: Keeping yourself and your belongings safe travelling to school and in school End of School 12.35pm Wear School PE kit Things to bring every day: Water bottle / Octopus Card / Laptop / pencil case</p>
Thursday 16 th August	<p>Normal timetable End of School 12.35pm Wear School Uniform Things to bring every day: Water bottle / Octopus Card / Laptop / pencil case</p>
Friday 17 th August	<p>Normal timetable End of School 12.35pm LUNCH Year 7 Social Event run by ISSU Wear PE Kit Things to bring every day: Water bottle / Octopus Card / Laptop / pencil case</p>

Please do not hesitate to email me should you have any further questions: kate.sommerville@online.island.edu.hk

Kate Sommerville

Senior Head of Wilberforce House







Responsible for Cross Phase, Transition and Year 7

Contact List

In the event of a family emergency the first contact that you should make with the school should be with the General Office:

School General Office phone number : 2524 7135

In the event of inclement weather please follow these guidelines and check the school website for announcements.

SIGNALS	ACTIONS TO BE TAKEN	PARENTS
T 1	All schools will operate normally.	<p>Announcements of school closures before the start of the school day will be made on the radio and television from 6:00am onwards. You may also visit the HK Observatory website at http://www.hko.gov.hk.</p> <p>In the event of a Signal Pre-8, Signal 8 or a Red/Black rainstorm warning while the students are in school:</p> <ol style="list-style-type: none"> Do not call the school unless absolutely necessary as our lines may get blocked. Regularly check the following for updates: <ul style="list-style-type: none"> Your email and text messages School website at www.island.edu.hk Parent Portal at https://islandschoolparents.wordpress.com <p>When relevant observatory signals are lowered, the emergency notices will be removed from the school website, indicating a business as usual situation.</p> <p>During External Examinations, separate rules apply - see below.</p>
L 3  黃	<p>All schools will operate as normal unless advised otherwise.</p> <p><i>Please listen to the TV/radio or visit the school website at www.island.edu.hk in case the weather deteriorates.</i></p>	
 8 NW 西北  8 SE 東南  8 NE 東北  +10 Red 紅  Black 黑	<p>Before school starts: The school will close.</p> <p>Students in transit to school: The school will receive and hold students until arrangements can be made for them to return home safely.</p> <p>During school hours: The school will close. The school will ensure that safe and adequate arrangements can be made for students to return home or until a parent / designated adult collects them.</p> <p>Students will not be sent home on school buses once a Signal 8+ or a Red/Black rainstorm warning has been hoisted.</p>	

In the event of a pastoral issue please contact your child's Senior Head of House and Form Tutor – contact details on school website.