



LPS News

Issue 1 September 2014

WELCOME BACK!

It is a great pleasure to welcome all of our students, teachers and parents back for the academic year 2014/2015. We are very excited about the year ahead and hope that you have enjoyed your family holiday. We would like to welcome your son/daughter back to school. A special word of welcome is due to all the new students who are joining us for the first time at Links and LPS.

We had the opportunity to speak with some of you at the orientation meetings but would like to take this opportunity to highlight some of the key changes in procedures and personnel. Also to remind you of some of those that have not been altered.

Prep Class

Students have settled very well into their new routine and environment. All Prep B parents are requested to collect their children from the entrance towards the playground.

New Staff

We welcome Mrs Susana Davidson onto our team at Links. Susana has over 27 years of experience in International Education, from South Africa to Portugal, with 17 of these in leadership of schools that cater for students from the age of 2 to 18.

Susana is an active inspector for the Council of International Schools, the largest and most rigorous accreditation body for international schools throughout the world, experience that will serve us well in our pursuit of excellence.

Susana will be joining us as Head of Curriculum and Professional Development where her experiences and qualifications will be fully utilised to improve teaching and learning at Links in the short, medium and long term. Susana

has already had a very positive impact on Links with her workshops on Leadership and Classroom management and her 'walk ins' are generating a real enthusiasm for learning amongst our staff.

Susana will be holding workshops for parents at the start of September and many more throughout the year.

At LPS we are delighted to welcome Gulnaz Mondegarian, Chandni Saigol, Sakina Mandviwala, Shazia Ghanchi, Shazia Mustafa, Farhat Rafiq and Mehreen Anwar as Class teachers. Shahzad Gull as a Music teacher and Khurram Abbas as the P.E teacher. We are confident that with their experience, enthusiasm and drive they will prove to be great additions to our team here at LPS.

Student Leadership

Our Student Leadership Team has been appointed and we are very pleased to announce the following positions:

Head Boy	Aman Lakhwani
Head Girl	Annan Shah

House Captains

Red Dragons	Shahmeer Mughal
Blue Sharks	Rayaan Aly Khan
Yellow Vipers	Amna Ahsan
Green Gators	Aina Chawla

Vice House Captains

Red Dragons	Aamila Shah
Blue Sharks	Maria Jatoi
Yellow Vipers	Falah Zahra Syeda
Green Gators	Fariz Hidayat



Class Teachers

Your first point of contact as parents of students at LPS will be their Class Teachers:

Prep A

Chandni Saigol chandni.saigol@linksedu.com

Sarah Akram sarah.akram@linksedu.com

Prep B

Sakina Mandviwala sakina.mandviwala@linksedu.com

Shadab Ansari shadab@linksedu.com

Prep A/B

Mariam Saiyed mariam.saiyed@linksedu.com

1-L Christina Mendes christina@linksedu.com

Shazia Mustafa shazia.mustafa@linksedu.com

1-P Shazia Ghanchi shazia.ghanchi@linksedu.com

Vailankanni D'Souza vailankanni@linksedu.com

2-L Hira Faisal hira@linksedu.com

Kinza Sarfraz kinza@linksedu.com

2-P Farhat Rafiq farhat.rafiq@linksedu.com

Mehwish Jawaid mehwish@linksedu.com

3-L Erum Arif erum@linksedu.com

3-P Mehreen Anwar mehreen.anwar@linksedu.com

4-L Gulnaz Mondegarian gulnaz.mondegarian@linksedu.com

4-P Sonia Longi sonia.longi@linksedu.com

Class Teachers will be monitoring closely the academic and pastoral progress of students in their care. Class Teachers will be delivering a Personal, Social and Health Education program. It is expected that causes for concern will be identified earlier and solutions found swiftly. We also expect good news to be celebrated more often.

LPS Leadership Team

Assistant to Head / Literacy Curriculum Area Leader

Gulnaz Mondegarian gulnaz.mondegarian@linksedu.com

Assistant to Head / Literacy Curriculum Area Leader

Sonia Longi sonia.longi@linksedu.com

Heads of Department

Science

Hira Faisal hira@linksedu.com

Humanities

Erum Arif erum@linksedu.com

Urdu

Imran ul Rehman imran@linksedu.com

ICT

Mehwish Jawaid mehwish@linksedu.com

P.E

Yasmeen Sayeed yasmeen@linksedu.com

Extra Support

Fehmina Khan fehmina@linksedu.com

Communication between home and school

At Links each student has been issued with a homework diary that can also be used to communicate written messages between home and school. Parents and teachers are asked to initial each message to acknowledge receipt.

We expect that most children will adapt to their new school environment very quickly. If your child is anxious in the early days please do your best to be reassuring. If the anxiety persists beyond a couple of weeks, then please do come and see us by making an appointment with your child's Class teacher. Communication with parents is important but as you will understand, teachers have very busy school days and cannot be expected to be interrupted during their school lessons.

If you wish to make an appointment for a face to face meeting please contact the school office, either in person, telephone (35836799/ 35838858) or email (LPS@linksedu.com). You must ensure that you **state whom you wish to see and what it pertains to**. Meetings without this information cannot be made. It is also important that you meet with the most appropriate person from the beginning and we will expect the following guidelines to be followed in most cases:

Class Teachers – For all matters pertaining to the general education and well-being of the child

Subject Teachers – For all matters pertaining to the specific subject in question

Heads of Department – For all subject matters not resolved by the subject teacher

For academic, administrative or pastoral matters not resolved by Class Teachers, Subject Teachers or Heads of Departments please contact the Assistant Heads

Gulnaz Mondegarian gulnaz.mondegarian@linksedu.com

Sonia Longi sonia.longi@linksedu.com

Minutes of meetings between parents and staff at Links will be kept and senior leadership informed at all times. The structure of communication outlined above is designed to maximise efficiency and ensure the swiftest possible response time. However, it is also possible to make appointments to meet with the Head of School – Nargese Dastur – LPS@linksedu.com.

When communicating via email we request you to send a copy of your email to the senior leadership at UPS and we expect the same from our staff.



Houses

The house structure was introduced into Links in order to assist with the pastoral care of the pupils, the monitoring of pupil progress, as well as forming the basis for inter school activities and competitions. Each new student at Links has been assigned to one of the existing houses (Red Dragons, Blue Sharks, Yellow Vipers & Green Gators) and siblings are kept in the same house.

Third Language

French and Arabic are the languages offered from Class 1 onwards. Students are given the choice to learn one of the above mentioned Languages. Please note that it is in your child's best interest to avoid making constant changes between the 2 languages.

Behaviour Logs

Students from Class 3 have an individual behaviour log that is linked to our disciplinary policy and our house system. Students will receive red and green comments from teachers.

Red comments are negative comments and will be written up for students not doing their homework, behaving poorly in class, not following rules, not wearing their uniform, arriving late to school or class etc...

Green comments are positive comments and will be written up for students doing well in class, behaving exceptionally well and demonstrating positive behaviour in school or class. Positive and negative house points will be awarded by the teacher writing the comments.

Class Teachers will monitor this behaviour log daily and keep students and parents informed as appropriate. It is important to note that 3 consecutive red comments will lead to a sanction in accordance with our disciplinary policy.

Swimming

Swimming is a compulsory part of our P.E program and we expect all girls and boys to participate. Exemption will be allowed only on medical grounds. This needs to be communicated to us by the student's doctor in the form of a signed and stamped medical note/letter. Links will not accept medical notes from doctors who are related to or friendly with a student's parents.

Attendance and Punctuality

Students are expected to be at school at 7:50 am. Students who are late are expected to go to the Library. When students arrive late for registration and their first lesson of the day, it not only affects the student but also the class as a whole due to the constant interruptions to the lesson. The student will be made to sit in the Library and do an extra piece of work.

At this age, we expect this responsibility to lie with the students but ask that parents support us by ensuring that students arrive to school on time.

Mondays- Thursdays

Preps	8:15am- 12:45pm
Class 1 & 2	7:50am – 1:00pm
Class 3 & 4	7:50am – 2:00pm

Fridays

Preps	12:15pm
Class 1 & 2	12:30pm
Class 3 & 4	12:45pm

Students need a 90% attendance pattern in order to continue at Links.

Absenteeism / Injuries

If your child is absent for any reason please notify the school immediately.

In cases of accident or injury, first aid is administered by the Class Teacher. When medical treatment is thought necessary, parents or guardians are contacted. Except in extreme cases of emergency the school does not hospitalize a child without parental consent.

School Uniform

Students are asked to meet the standards of the school uniform. A written explanation from parents is required if students come to school without the correct uniform and this should happen only in exceptional circumstances. Teachers will be asked to keep a daily check.

Rules and Routines

The Lower Primary School rules and Codes of Conduct are reinforced regularly during the first weeks of term. Almost all of our students already know what these are and understand our expectations. Consistency is the order of the day and we count on your collaboration and support in ensuring that student's behaviour meets expectations at all times whilst they are at school.

Personal Possessions in School

Parents are reminded that students are responsible for their personal belongings in school. Each day our help staff find mislaid items of clothing and other property in the school building and in the play areas. Please label your child's items with his/her name to increase the likelihood of return if something is lost. Your help in this regard is greatly appreciated.



Birthdays

We all like to celebrate birthdays and at Links we make an effort to acknowledge student birthdays. However, it really is not practical for parents and relatives to celebrate in school with a cake and soft drinks. If you wish your child to have a cake with his / her Classmates we can accommodate this during our break time. All you need to do is communicate with the Class Teacher, leave the cake at the reception, along with paper plates and napkins, and they will take care of the rest.

School Lunch

Snacks for midmorning break should be brought to school by the pupil at the beginning of the day and not delivered by parents later. A healthy snack is appreciated as we do not allow the students to bring fizzy drinks, sweets or any other form of unhealthy snacks. For students who will be taking on any after school Extra Curricular activities should also bring an extra snack along with them at the beginning of the day.

Parent Info

www.linksedu.com is our school website and contains all information pertaining to rules, regulations, timetables etc... Parents should particularly access the Parent Info section of this website for additional details of the above points. The password is Links786.

Traffic at the start and end of the day

- No Parking on the road
- Only stop to drop
- Guards to be on the opposite side of the road to the entrance, unless unarmed.
- No ID card no child
- No queue hopping or cutting in

If you can instruct your drivers accordingly we will be most grateful.

Key Dates

1 st September	Extra Curricular Activities Begin Fee Bills issued for the Spring Term
8 th September	Links Spelling Bee Competition Starts
20 th September	Award Ceremony
30 th September	Last date for Payment of Fees

We, at LINKS would like to wish you all the very best for this new academic year and we look forward to receiving your positive contributions, cooperation and collaboration throughout.

***Knowing is not enough; We must Apply.
Willing is not enough; We must Do.***
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