

Dear Parents,

Welcome to the 2022-23 school year at BISC Wroclaw. The school will open to students on 1st September 2022.

All primary students are asked to wait at the small gate by the red kiosk, which will open at 8:15AM to allow them onto campus.

All secondary students are asked to wait at the Jaworowa corner gate, which will open at 8:15AM to allow them onto campus. A staff member at the gate will give them further instructions. Students will go through orientation with their form tutors starting at 8:35AM. Students are permitted to wear a face mask upon arrival however this is optional.

Only Year 1 and Year 2 parents are allowed on Campus on the 1<sup>st</sup> September.

### **Schoology**

Schoology is longer used by the school as a way of communicating with parents. Messages sent to staff via this platform will not be responded to.

### **ISAMs**

Over the coming months, we will be introducing our new management system iSAMS. You will be sent information regarding setting up an account and downloading the parent app.

### **Communication**

Should you wish to speak to a staff member about your child, their education or any other matter that concerns you, kindly make an appointment, via email, with that member of the team. Class and Form tutors will be sending contact information home with your child over the first few days of term.

All communication from students to staff must be done using their Microsoft email address.

Below is a list of important contacts for the school:

- Áine Mooney, Head of School, [amooney@bisc.wroclaw.pl](mailto:amooney@bisc.wroclaw.pl)
- Zoe Brzezinski, Primary Co-ordinator, [zbrzezinski@bisc.wroclaw.pl](mailto:zbrzezinski@bisc.wroclaw.pl)
- Peter Bamgbose, Head of Secondary, [pbamgbose@bisc.wroclaw.pl](mailto:pbamgbose@bisc.wroclaw.pl)
- Ania Łoboziak, Head of Polish School, [aloboziak@bisc.wroclaw.pl](mailto:aloboziak@bisc.wroclaw.pl)
- Joanna Jackiewicz school secretary (small villa, 1<sup>st</sup> floor), [wroclaw@bisc.krakow.pl](mailto:wroclaw@bisc.krakow.pl)  
phone: 717966861
- Maciek Maruszak, School Administrator (big villa, ground floor main hall area), [mmaruszak@bisc.krakow.pl](mailto:mmaruszak@bisc.krakow.pl), phone: 717766860, responsible for contracts and documentation

As always, we are here to help. Should you have any questions, please do ask and we will do our very best to help and support you.

Please find below some information to get your child ready for the first day of school.

## The Primary Standard School Day

Period	Time	Timetable
	08:15-08:35	Registration
1	08:35-09:20	Lesson
2	09:25-10:10	Lesson
	10:10-10:25	Snack (please provide a healthy packed snack)
3	10:30-11:15	Lesson
4	11:20-12:05	Lesson
5	12:10-12:55	Lunch (please provide a healthy packed, preferably cold or thermos-packed lunch and own utensils)
6	13:00-13:45	Lesson
7	13:50-14:35	Lesson
	14:35-14:45	Snack (please provide a healthy packed snack)
8	14:45-15:20 (Y1+2) 14:45-15:25 (Y3 + Y4) 14:45-15:30 (Y5 +Y6)	Lesson and home time

## The Secondary Standard School Day

Period	Time	Timetable
	08:15-08:35	Registration
1	08:35-09:20	Lesson
2	09:25-10:10	Lesson
	10:10-10:25	Snack (please provide a healthy packed snack)
3	10:30-11:15	Lesson
4	11:20-12:05	Lesson
5	12:10-12:55	Lesson
6	12:55-13:45	Lunch (please provide a healthy packed, preferably cold or thermos-packed lunch and own utensils)
7	13:50-14:35	Lesson
8	14:45-15:30	Lesson and home time

Before and after school lessons or extracurricular activities are sometimes offered:

Period 0: 07:45 - 08:30

Period 9: 15:35 - 16:15

## **Our School**

Our staff work incredibly hard to provide a positive, focused learning environment for the pupils with exciting learning opportunities whilst ensuring that children are safe, happy and nurtured.

Our curriculum intent centres on using and applying skills and content in a variety of different contexts, understanding where we are in our learning journey and how to move forward and finally widening the life experiences for our students, with a particular focus on cultural and creative experiences. We celebrate the wonderful diversity within our school community through our curriculum. Children and staff embrace this diversity and we respect one another.

At BISC Wrocław, we believe that our students are better able to reach their potential when we work in effective partnership with parents, carers, external agencies and the local community. To that end, we actively encourage family engagement in school life.

We look forward to working with your child and helping them to achieve their full potential.

## **School Books**

### **Primary Students:**

Each pupil receives a free set of notebooks at the beginning of the school year.

Year 1: a set of 6 (incl. spelling book)

Years 2-6: a set of 7 (incl. Spelling book)

\*Humanities will be 1 book.

### **Secondary Students:**

The school has printed a pack of textbooks for each subject that your child will be studying. These textbooks are on loan to students at no additional cost and will need to be returned at the end of the year. The school also provides school exercise books free of charge.

## **Resources For Your Child**

### **Primary**

Your child will have their own cubby for things to be left in the classroom. **Please label all items with a name and year group.**

For the school days to come, it is necessary that you provide your child with the following and replenish when asked to do so:

1. A fully equipped pencil case, including a pair of scissors, a glue stick (please keep refills handy at home), a ruler (30cm), soft (B) pencils for drawing, a good rubber/ eraser, a geometry compass (the kind to draw circles with).
2. Coloured pencils, min. 12 colours
3. Pens: 2 black, 1 blue, 1 red and 1 green. We will use pens for most writing tasks.
4. A backpack/ rucksack. It should be large enough to fit all items your child may need for the day in the classroom, including snack: please avoid multiple bags.
5. A refillable water bottle. No disposable plastic bottles, please.
6. Lunch and two snacks. We do not have the facilities to heat children's food.

Primary children have Golden Time once a week where a toy can be brought to school however, it must remain in their backpacks until that time (14:45-15:30).

## **Secondary**

For the school days to come, please provide your child with the following:

1. A basic 4-function calculator for Y7 to Y9 (Maths / Science)
2. A scientific calculator for Y10 to Y11 (Maths/ Science)
3. A graphing scientific calculator for Y12 and Y13 (Maths / Science)
4. One folder of any kind for storing daily worksheets
5. Pencils, pens, ruler, protractor, compass, scissors, glue and eraser
6. For Art lessons, a Canson spiral-bound A3 sketchbook [link1](#) [link2](#)
7. A water bottle to be refilled during the day
8. Snack and lunch

In the first week, the subject teachers will inform the students and parents about additional resources for their subjects.

## **Uniforms**

BISC is a full-uniform school, parents are asked to provide as follows:

1. Plain solid blue, grey or white polo shirt or shirt.
2. Plain solid blue, grey or white jumper. Jumpers should have the school logo – these can be collected from the office in the small villa.
3. Any navy, grey or black trousers or skirts. NO JEANS.
4. Reasonable outdoor clothing each day, depending on weather.
5. A gym kit with the school logo, trainers and a bag to carry it all in. Gym kits remain in the cloakroom.
6. **For Primary students** - Non-slip comfortable indoor shoes, preferably in a dark colour.

## **Year 10 options**

Students are to confirm choices with Form tutor.

## **Year 12 options**

Students are to confirm choices with Form tutor.

## **Covid -19**

BISC Wrocław is continuing to follow governmental regulations and as such cannot be liable for potential infections or quarantines of staff, students or parents.

The school will continue to put the health and safety of its team and community at the forefront of all decisions while abiding by the governmental regulations and provide the best possible access to education.

The school reserves the right to implement a hybrid or online teaching model if maintaining reasonable safety protocols on campus becomes impossible.

**Face coverings:** Masks are optional for all students and staff. If the Polish government regulations change, information will be sent to all parents.