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## Information for TIS 2017-2018 School Year Start Up

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I hope you are enjoying the summer break. The following information will assist all of us in having a smooth start to the new school year.

### Important Dates

**Wednesday, Aug 30**

G10-12 First Day of School  
G4-9 Orientation Day  
PK/JK Interviews

**Thursday, Aug 31**

G4-9 First Day of School  
SK-G3 Orientation Day  
PK/JK Interviews

**Friday, Sept 1**

SK-G3 First Day of School  
PK/JK Interviews

**Monday, Sept 4**

JK First Day of School  
PK (90 min) Staggered Entry

**Thursday, Sept 7**

PK half day (morning/afternoon)

**Monday, Sept 11**

PK Full Day/Half Day regular classes

1) There will be orientation days for **Grades 10-12** students on Tuesday, August 29 from 10:00am to 2:00pm and for **Grades 4-9** students on Wednesday, August 30 from 10:00am to 2:00pm. During these times, parents and students can drop by the school to check their class lists, meet their new teachers and see their classrooms. This is an informal drop-in format, where parents and students can find out about their new teachers, classroom routines, and expectations. Students are not expected to be at school for the whole time and parents should accompany their children at this time.

2) **Pre-Kindergarten** students will be following a staggered entry format again this year. Each Pre-K student and parent will be given an individual appointment with his or her teacher on August 30 to September 1. Each child will then come to school in a small group on Sept 4 to 8. Individual schedule will be mailed out to each student later. If you have any questions please contact Ms. Jasinski. All Pre-K students will then begin regular classes on Monday, September 11.

3) Classes for students in **Grades 10-12** begin on Wednesday, August 30 with classes commencing at 9:00am.

4) Classes for students in **Grades 4-9** begin on Thursday, August 31. Primary with classes commencing at 8:30am, secondary with classes commencing at 09:00am.

5) Classes for students in **SK-Grades 3** begin on Friday, September 1 with classes commencing at 8:30am.

- 6) If you are planning on using the bus service to transport your child to school, please contact Chong Ou Travel Agency at 2835 7659 or TIS office 2853-3700 (for secondary after school) as soon as possible so that the bus routes can be set before the last week of August. You can also pick up bus service registration forms in the school office. To avoid any confusion about which bus your child rides on, Kindergarten and Elementary parents should let the school office and the **child's homeroom teacher** know the bus number.
- 7) For families living in Coloane who would like bus service, please contact TIS office to register your children for the TIS Coloane bus service.
- 8) Kiss and Ride will begin on Thursday, Aug 31. If you wish to utilize the Kiss and Ride service, please drop by the school office to fill out a form. We will issue you a new Kiss and Ride visor tag and instructions on how it operates at that time. Kiss and Ride is for parents wishing to drop their children off at school without coming into the school themselves. Parents wishing to park their vehicles and enter the school should park in the parking lot adjacent to the MUST stadium. Parents/drivers should not double-park on the street in front of the school as this congests the traffic flow. Parents who used Kiss and Ride last year and wish to continue will need a new visor tag.

- 9) MUST entry permits – If you drive your child to school, please drop by the office to apply a MUST entry permit. One permit will be issued and must be placed on the vehicle’s windshield to be allowed entry to the MUST campus. According the university regulations, those who want an entry permit must pay a refundable deposit of 1000MOP for cars/vans or 500MOP for motorcycles. Parking will be limited to 2 hours. In case the parking permit is no longer needed, please claim the deposit refund accompanied with original receipt and permit. If parents require longer parking, they may request a special permit from the office. Current parking permit holders, please bring the permit and renew (no charge) in the office after Aug 23.
- 10) Parents have two options for student lunches: You can buy the lunch plan from “Future Bright”, our food service provider (see attached the lunch menu for September) or you can send lunch with your child in the morning. “Future Bright” will have representatives to TIS from Aug 23 at 10am to 5pm to answer all of your questions.
- 11) If you choose not to use the “Future Bright” lunch plan, then students must bring their own lunches. There are many insulating lunch containers available in stores that will safely store students’ lunches. Helpers will not be allowed into the school foyer at noon to drop off lunches. Take away food (ie. McDonalds) and restaurant deliveries are strongly discouraged at the school. If you wish to treat your child, you may make arrangements to pick up your child for lunch. Your cooperation is greatly appreciated.
- 12) Uniforms available at the school store. Store will be reopened in mid Aug.
- 13) Class lists and homerooms will be posted in the front foyer on August 29 for G10-12 while August 30 for G4-9, SK-G3 on August 31, JK on September 1. The school cannot entertain requests for specific teachers or classes.
- 14) A reminder that school fees can be paid using a variety of methods: You can pay at the school office using a credit card or cheque or pay over the counter at BCM. If you have any questions about fee payments, please contact our Accounts Dept. via email : [accounting@tis.edu.mo](mailto:accounting@tis.edu.mo).
- 15) If there have been any changes to your personal information, including address, phone number, work visa, or your child’s passport or Macau ID, it is very important to get this information to the school as soon as possible. We attached the registration form from the Macao Education and Youth Affairs Bureau (DSEJ) and a checklist for parents’ employment information. Please check and update the personal information and return to us as soon as possible. Also, please be sure that the office has your updated contact information, so that we can contact you throughout the school year if necessary.
- 16) **The school office is open all summer, so avoid the line ups at the start of the school year and come in early to take care of all the necessary paperwork.**

Enjoy the remainder of the summer. We look forward to working with you again this year! See you soon!



Mr. Howard Stribbell  
Head of School



Mr. Christopher Coates  
Secondary Principal



Ms Mary-Anne Jasinski  
Elementary Principal



## 澳門國際學校 2017-2018 學年開學資訊

希望各位都享受暑假！為了迎接新學年，請各位參閱知悉下列資料並予以準備，讓學生順利地開展新一學年的學習。

### 重要日程

#### 8月30日（星期三）

- 小四至初三迎新日
- 高中一至高中三開學日
- 幼兒園一、二年級老師面談

#### 8月31日（星期四）

- 幼稚園三年級至小三迎新日
- 小四至初三開學日
- 幼兒園一、二年級老師面談

#### 9月1日（星期五）

- 幼稚園三年級至小三開學日
- 幼兒園一、二年級老師面談

#### 9月4日（星期一）

- 幼稚園二年級開學日
- 幼兒園一年級小組小課（90分鐘）

#### 9月7日（星期四）

- 幼兒園一年級上、下午班（半天）上課

#### 9月11日（星期一）

- 幼兒園一年級正常上課

1) 高中一至三年級迎新日為8月29日（星期二）上午10時至下午2時進行。小四至初三之迎新日則於8月30日（星期三）於同一時段舉行。請家長陪同子女於上述時段隨時到校查看分班名單，並到課室認識老師、了解上學程序及要求。當天無須上課，了解分班及認識老師後即可回家。

2) 一如往年，幼兒園一年級學生在正式上課之前，將會分組進行預備課。於8月30日至9月1日期間進行，家長需陪同子女會見老師。於9月4至8日，學生將會以小組形式上預備課。時間表將於稍後另行寄出。如家長有任何疑問，請聯繫 Ms. Jasinski。幼兒園一年級於9月11日（星期一）正常上課。

3) 高中部將於8月30日（星期三）上午9:00開始上課。

4) 小四至初三將於8月31日（星期四）正式開學。請注意，小學部上課時間為8:30，中學部上課時間為9:00。

5) 幼兒教育三年級至小學三年級將於9月1日（星期五）上午8:30開始上課。

6) 若家長計劃使用校巴(澳門/氹仔)接送子女，請儘早聯絡中澳旅行社（電話：2835 7659）或致電學校辦公室（路線及時段專為中學部學生放學而設），家長亦可親臨校務處索取校巴服務申請表。若幼稚園和小學同學乘坐校巴，請家長通知校務處及班主任相關巴士編號，以便學校妥善安排學生上下車。

7) 本校提供路環校巴服務，如欲申請，請直接聯絡校務處。

8) “Kiss & Ride 乘車接送分流服務”將於8月31日（星期四）正式開始運作。服務主要讓乘坐私家車上放學的學生於學校側門上下車，家長/駕駛者無需泊位。如欲使用服務，請到校務處遞交表格，並領取名牌放置在車頭擋風玻璃上作識別。舊有服務使用者，請到校務處申領新名牌。若家長在校內泊車，請停泊在大學運動場外圍，不要雙行泊車阻塞交通。

- 9) 如家長駕車接送子女，請到本校務處申領《澳門科技大學車輛進入校園許可證》，並放置在車頭擋風玻璃上。根據大學規定，申請人須繳交按金，私家車澳門元 1000 或電單車澳門元 500，車輛停泊時間上限為兩小時；當無須許可證時，可憑許可證及繳費收據領回按金。如需較長時間泊車，可到校務處提出申請。2016-17 學年之前的舊證持有人，可於 8 月 23 日後，帶同舊證到校務處免費更換新證。
- 10) 有關學生午餐安排，家長有兩種選擇：一、在學校餐廳「佳景」訂購午餐（附上九月之餐單），二、自備午餐並在早上上學時帶備。於 8 月 23 日起，由上午十時至下午五時，「佳景」將派員在校解答家長的問題。
- 11) 若不訂購午餐，學生必須自備午餐，並請使用安全的保溫飯盒儲存食物。本校不容許家長在上課後才發送午餐到學校，也不鼓勵任何外賣食物（如：麥當勞）或外賣送餐。如家長欲獎勵子女帶他/她（們）出外午膳，請先與學校作安排。請各位家長予以配合。
- 12) 家長可在本校購買校服。校服部將於 8 月中旬開放。
- 13) 高中一至三年級之分班名單將於 8 月 29 日張貼於正門大堂，小學四年級至初中三年級之分班名單將於 8 月 30 日張貼於正門大堂，幼兒教育三年級至小學三年級之班名單將於 8 月 31 日貼於正門大堂，而幼兒園二年級之分班名單則於 9 月 1 日公佈。本校將不接受任何分班要求。
- 14) 家長可採用多種方式繳交學費：到校務處以信用卡或支票支付，或到「澳門商業銀行」支付。如有任何疑問，請電郵到 [accounting@tis.edu.mo](mailto:accounting@tis.edu.mo) 向會計部查詢。
- 15) 如學生或家庭資料有任何更新，包括地址、電話號碼、留澳簽註、護照或澳門居民身份證等，緊記盡快提交已更改的資料文件到本校辦公室。現附上教育暨青年局之個人資料記錄及家長職業資料收集表，請儘快查核、更新並交回學校。之後，如再有更改聯絡資料，請儘快通知校務處，以便學校有需要時聯繫閣下。
- 16) 暑假期間，校務處如常辦公。為避免擠擁，請及早到校辦理各項手續。

祝暑假愉快，並期待在新學年再見！



Mr. Howard Stribbell  
學校負責人



Mr. Christopher Coates  
中學部校長



Ms Mary-Anne Jasinski  
小學部校長