



Information for TIS 2018-2019 School Year Start Up

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

Thursday, Aug 30

Orientation Day 1

G4-6, G7-9, G10-12

Interviews

PK/JK

Friday, Aug 31

Orientation Day 1

SK-G3

Orientation Day 2

G4-6, G7-9, G10-12

(Regular Full Day Schedule)

Monday, Sept 3

First Day of School

SK, G1-6, G7-12

Interviews

PK, JK

Tuesday, Sept 4

JK First Day of School

PK Staggered Entry

Wednesday, Sept 5, 6, 7

PK Staggered Entry

Monday, Sept 10

PK Regular classes

1) There will be Orientation Days for **SK, Grades 1-12** students on **Thursday, August 30, and on Friday, August 31** (Please see the 'Important Dates' schedule). For **SK, G1-6 Orientation Day 1**, the time will be from **08:30 am to 11:30 am & 12:30 pm to 03:00 pm**. For **G7-12 Orientation Day 1**, the time will be from **09:00 am to 12:00 pm and from 1:00 pm to 3:30 pm**. 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.

On **Orientation Day 2, Grades 4-12** will attend a full day and follow the regular school day schedule. Students should come in to school in full dress uniform.

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 3. Each child will then come to school in a small group on September 4 to 5. 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 10.

School bus service for Pre-K will start on September 17 Monday.

3) Primary classes commencing at 8:30am, secondary classes commencing at 09:00 am.

4) 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 students 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.

- 5) For families living in Coloane who would like bus service, please contact the TIS office to register your children for the TIS Coloane bus service.
- 6) All families can register online at gibbon.tis.edu.mo for "parent IDs" for their family members or assistants who will come to the school with the children.
- 7) Kiss and Ride will begin on Friday, August 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 tag and instructions on how it operates at that time. Kiss and Ride is for parents wishing to drop their children off at the 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.

- 8) MUST entry permits – If you drive your child to school, please drop by the office to apply for 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 to 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 the 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 you can renew it (no charge) in the office after August 24.
- 9) Parents have two options for student lunches: 1) You can buy the lunch plan from “Future Bright”, our food service provider (see attached the lunch menu for September) or; 2) you can send lunch with your child in the morning. “Future Bright” will have representatives at TIS from August 13 at 8am to 5pm to answer all of your questions.
- 10) 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.
- 11) Uniforms are available at the school shop. The new uniform shop is located in the North Wing room 1540. The shop will be opened on August 14, Monday to Friday from 8:15 am - 11:00 am, 2:00 pm - 3:45 pm.
- 12) Class lists and homerooms will be posted in the front foyer for G4-6, G7-9, and G10-12 on August 30, for SK-G3 on August 31, PK & JK on September 3. The school cannot entertain requests for specific teachers or classes.
- 13) 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.
- 14) 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, so that we can contact you throughout the school year if necessary.
- 15) 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.

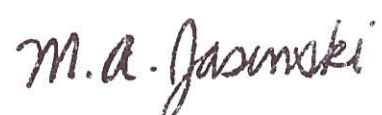
Enjoy the remainder of the summer. We look forward to working with you again this year! See you soon!



Mr. Mark Lockwood
Head of School



Mr. Lorne Schmidt
Secondary Principal



Ms Mary-Anne Jasinski
Elementary Principal



澳門國際學校 2018-2019 學年開學資訊

希望各位都擁有美妙的暑假！為了讓學生順利迎接新學年，請 貴家長閱讀以下開學資訊。

重要日程

8 月 30 日 (週四)

迎新日 - 第一天

小四至高中三年級

老師面談

幼兒教育一、二年級

8 月 31 日 (週五)

迎新日 - 第一天

幼兒教育三年級至小三

迎新日 - 第二天

小四至高中三年級(全天)

9 月 3 日 (週一)

開學日

幼兒教育三年級至高中三年級

老師面談

幼兒教育一、二年級

9 月 4 日 (週二)

幼兒教育二年級開學日

幼兒教育一年級小組上課日

9 月 5、6、7 日 (週三至週五)

幼兒教育一年級小組上課日

9 月 10 日 (週一)

幼兒教育一年級正常上課

1. 8 月 30 日 (週四) 及 8 月 31 日 (週五) 為幼兒教育三年級至高中三年級迎新日 (請查閱「重要日程時間表」)。
 - 幼兒教育三年級、小一至小六之迎新日時段為上午 08:30 至 11:30 及 12:30 至下午 3:00。
 - 初中一至高中三年級之迎新日時段為上午 09:00 至 12:00 及下午 1:00 至下午 3:30。

請家長陪同子女於上述時段隨時到校查看分班名單，並前往課室與老師會面、了解上課安排及要求。迎新日並非全日活動，因此家長和同學了解分班及認識老師後即可離開。

在第二天迎新日，小四至高中三年級學生按照正常上課時間上學。同學必須穿著整齊校服。

2. 幼兒教育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 3 日期間，家長需陪同子女會見老師。於 9 月 4 至 5 日，學生將會以小組形式上預備課，分組時間表將於稍後另行通知。如家長有任何疑問，請聯繫小學校長 Ms. Jasinski。幼兒教育一年級學生將於 9 月 10 日 (星期一) 正常上課。幼兒教育一年級校巴服務由 9 月 17 日 (星期一) 開始。
3. 小學部上課時間為上午 8:30，中學部上課時間為上午 9:00。
4. 若家長計劃讓子女使用校巴服務，請儘早聯絡中澳旅行社 (電話：2835 7659) 或直接到學校辦公室索取表格。中學部學生校巴服務，請直接聯繫學校辦公室 (電話：28353700)。有計劃使用校巴服務之學生，請儘快報名及繳費，以便於 8 月最後一個星期收到路線等資料。幼兒教育和小學學生家長須直接通知學校辦公室及班主任子女的巴士編號，以便學校妥善安排學生上下車。
5. 本校提供路環校巴服務，如欲申請，請直接聯絡學校辦公室。

6. 請家長登入 gibbon.tis.edu.mo 為家庭成員申請「家長接送證」，以便進入校園接送學生。

7. 「Kiss & Ride 乘車接送分流服務」將於 8 月 31 日 (週五) 正式開始運作。服務主要讓乘坐私家車上、下課的學生於學校正門上下車，而家長/駕駛者無需泊位。如欲使用服務，請到辦公室遞交表格，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，請到辦公室申領新名牌。若家長欲在校內泊車，請停泊在大學運動場外圍。敬請勿雙行泊車，以免阻塞交通。

8. 駕車接送子女上、下課之家長，請到本學校辦公室申領《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。根據科技大學規定，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；日後若不需使用許可證，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。2017-18 學年之前的舊證持有人，可於 8 月 24 日後，帶同舊證到校務處免費更換新證。未持有科技大學發出之許可證者，不得進入科技大學校園。
9. 學生午餐安排有兩種選擇：一、在學校餐廳「佳景」訂購午餐（附上九月之餐單），二、早上回校時自行帶備當天午餐。於 8 月 13 日起，由上午 08:00 至下午 5:00 時，「佳景」將派員在校解答家長的問題。
10. 不訂購學校午餐之學生必須自備午餐回校，並使用安全的保溫飯盒儲存食物。本校不允許家長在上課後為子女送午餐到學校，也不鼓勵任何外賣食物（如：麥當勞）或外賣送餐。如家長欲帶子女出外午膳，需於當日向學校提出要求。感謝各家長的配合。
11. 家長可在本校購買校服。校服部現已遷往北翼大樓 1540 室並於 8 月 14 日開放，服務時間為星期一至五上午 8:15 至 11:00 及下午 2:00 至 3:45。
12. 小四至高中三年級之分班名單將於 8 月 30 日在學校大堂張貼、幼兒教育三年級至小三之分班名單將於 8 月 31 日在學校大堂張貼、幼兒教育一、二年級之分班名單將於 9 月 3 日在大堂張貼。本校不接受家長提出任何分班要求。
13. 家長可採用多種方式繳交學費：到學校辦公室以信用卡或支票支付，家長亦可到「澳門商業銀行」繳付學費。如有任何疑問，請電郵到 accounting@tis.edu.mo 向會計部查詢。
14. 如學生或家庭資料，包括地址、電話號碼、留澳簽證、護照或澳門居民身份證等有任何更新，緊記盡快提交已更改的資料文件到本校辦公室，以便學校有需要時聯繫閣下。
15. 暑假期間，學校辦公室如常運作。為避免開學時擠擁，請及早到校辦理各項手續。


祝暑假愉快，期待新學年與您見面！



Mr. Mark Lockwood
學校負責人



Mr. Lorne Schmidt
中學部校長



Ms Mary-Anne Jasinski
小學部校長