

# Y.I.S.

YANBU  
INTERNATIONAL  
SCHOOL

2009-2010

PARENT & STUDENT HANDBOOK

GRADES 7 - 12



# YANBU INTERNATIONAL SCHOOL



*Celebrating Our 30th Year in Yanbu*

**2009-2010**

**STUDENT – PARENT HANDBOOK**

**Middle School and High School**  
(Grades 7-12)

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# MISSION STATEMENT

Empowered  
with  
Academic excellence  
we at  
Yanbu International School  
are  
Life long learners  
committed to  
Lead with integrity

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## BELIEF STATEMENTS

We believe that....

- The best education is a well-rounded education.
- Education is the shared responsibility of the school, the governing authority, student, family, government, and community.
- Meaningful assessment occurs before, during, and after instruction.
- Continuous improvement involves risk taking and a willingness to change.
- Quality communication, fairness and professionalism foster harmony and understanding.
- Physical, emotional, and social safety are requisites for the learning and working environment.
- Children are individuals learning at different rates and in different ways.
- Students need to be prepared for a competitive world.

# HISTORY OF THE SCHOOL

Yanbu International School is one of six schools within the International Schools Group. It is an American curriculum, English medium, JK-Grade 12 international school committed to providing outstanding educational opportunities to its community. The school district is a non-profit institution licensed by the Saudi Arabian Ministry of Education and is directed by a Board of Trustees comprised of representatives from each of the schools' major constituents.

Established by the Royal Commission in 1979, Yanbu International School was administered by International Schools Services, Inc., Princeton, New Jersey, U.S.A. In 1988, YIS became a member of Saudi Arabian International Schools, Dhahran District (SAIS-DD) and, finally International Schools Group in 1998. YIS is accredited by Middle States Association of Colleges and Schools.

## STAFF AND PROGRAM

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The staff of Yanbu International School is highly qualified and experienced in teaching Elementary, Middle and Senior High School in their respective subjects; the majority of these teachers are sponsored from the United States and Canada. New teachers are mentored through an orientation at the beginning of their career here, and ongoing support for all teachers is provided through staff development opportunities at overseas conferences, regular in-service, and an evaluation program. Teachers work together to develop integrated lessons whenever possible. Staff members also sit on committees to assist in school and district planning.

Our high academic standards prepare students for the global economy and a future of increased international competition. Additionally, we strive to create an atmosphere that encourages students to de-

velop into well-rounded human beings who can participate in any society. As an international school with an American curriculum, we enjoy a rich cultural environment that allows for the exchange of diverse ideas, while breeding acceptance and understanding. We are a small community and we take great pride in the fact that we know each student as an individual. It is our vision to provide a program that enhances students' unique talents and abilities.

Yanbu International School currently serves more than 340 students in Junior Kindergarten through Grade 12 classes. In addition to the core curriculum, Language Arts, Mathematics, Science and Social Studies, classes in Arabic Language and Culture, Music, Art, Information Literacy, Computer Technology and Physical Education are available to all levels. In the secondary grade levels, 7 - 12, an elective program is available that includes Arabic and French language courses. In addition to the teaching faculty, a full time librarian, guidance counselor, technology coordinator and a registered nurse are on staff.

The school offers an after school athletics and activities program, providing students with some opportunities for intra-Kingdom travel and competition in a variety of athletic events including soccer, basketball, volleyball, table tennis and softball. After school activities include student council, general interest activities and study groups.

We strongly believe in the importance of partnership in education, and we invite parents and students to contribute to the culture of the school by offering them input in decision making on education and discipline. The Parent Advisory Council (PAC) invites parents to participate in discussions about the issues of our school. Additionally, there are opportunities for parents to become members of the District's Board of Trustees.

# ACADEMICS

## ACCREDITATION

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Yanbu International School is fully accredited through the year 2011 by the Middle States Association of Colleges and Schools. A new round of accreditation planning, implementation and validation coordinated with the MSAs begins in August, 2010 and continues through 2017.

## CURRICULUM

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International Schools Group provides Y.I.S. with a prescribed curriculum with learning outcomes for the students. Your child's teachers will provide an overview of their curriculum at the Open House presentation at the beginning of the school year. You may request a syllabus or outline for the current trimester's topics and schedule. They are also an integral part of each teacher's online classroom web page.

## GRADUATION REQUIREMENTS

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24 Total Credits are required to earn the YIS High School Diploma

English	<b>4 credits</b>
Social Studies	<b>4 credits</b>
Mathematics	<b>3 credits</b>
Science	<b>3 credits</b>
Physical Education	<b>2 credits</b>
Global Languages	<b>2 credits</b>
Fine Arts	<b>1 credit</b>

Technology

**1 credit**

Health

**½ credit**

Other course offerings, including KSA History and Geography, Islamic Culture & Arabic Language, two more years of Mathematics, two more years of Science, and in the grade 12 year, Students on Action Research to reach a minimum total of 24 credits

## YIS HIGH SCHOOL COLLEGE PREPARATORY ACADEMIC COURSE OF STUDY

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Yanbu International School offers a college preparatory high school program. Successful completion of this program will earn each student a high school diploma and help prepare each student for a four year college or university course of studies. The school counselor is available to assist in augmenting this usual plan if a student requires remediation, earns a D, fails a course, or transfers in without having completed a required course.

# GRADING POLICY, GRADES 7-12

## PHILOSOPHY STATEMENT

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*It is the belief that grades earned by students at Yanbu International School should:*

- Reflect learning by the student
- Be consistent within subjects and departments
- Not be used as a disciplinary measure
- Be a tool for communication to parents, other teachers and schools
- Not be based on solely participation or attendance, although these issues can influence learning and grades earned
- Represent standards of learning and hard work

*What does each grade mean?*

- Each department and classroom will establish a scale of grading based on their application of these descriptors for grading.
- Grades will be shown as A, A-, B+, B, B-, C+, C, C-, D+, D, D-, F and Incomplete.
- A grade of D- will represent a passing grade in a course.
- Students absent for a long period of time will be evaluated on a case-by-case basis for credit completion and learning progress. Grades will be administered appropriately.
- The following Grade Descriptors will be used for all middle school and high school classes

## GRADE DESCRIPTORS

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### **"A" LETTER GRADE – SUPERIOR WORK**

- Produces notably superior work and receives consistently high marks on class assessments.
- Does all assigned work and possibly some additional work.

- Shows superior ability to learn facts, principles, and skills; applies them to new situations.
- Shows capabilities in critical thinking related to the subject.
- Demonstrates creativity and originality.
- Assumes active, alert leadership in learning activities.
- Is on or above grade level in classes where grade level standards exist.

### **"B" LETTER GRADE – ABOVE AVERAGE WORK**

- Masters fundamentals thoroughly, and does above average daily work; receives consistently above-average marks on class assessments.
- Shows above average ability to learn and apply facts, principles, and skills.
- Does some independent work, showing initiative and originality.
- Assumes active, alert role of follower, and shows some leadership in learning activities.

### **"C" LETTER GRADE – AVERAGE WORK**

- Shows satisfactory grasp of fundamentals and receives consistently marks that meet expectations on class assessments.
- Shows ability to meet expectations in learning and applying facts, principals, and skills.
- Shows ability to meet expectations in critical thinking, and shows some originality.
- Follows class activities and makes some contribution.

### **"D" LETTER GRADE – BELOW AVERAGE WORK**

- Shows growth that does not meet expectations in understanding of the subject.
- Receives consistently below-average marks on assessments.
- Does less than the amount of assigned work that is expected, and seldom makes up work missed.

- Shows ability or initiative in learning and applying facts, principals, and skills that is below expectations.
- Participates inadequately or ineffectively in learning activities.
- Does not meet expectations of ability or initiative in critical thinking and creativity.

### **"F" LETTER GRADE – FAILURE**

- Shows little understanding or interest in the subject.
- Receives consistently failing marks on assessments.
- Seldom does assigned work or make-up work.
- Shows little progress in learning and applying facts, principals, and skills.
- Demonstrates little ability or initiative in critical thinking and creativity.
- Does not participate in learning activities and may even be an obstacle to them.

### **"I" LETTER GRADE - INCOMPLETE GRADE**

- Students must be attending a class for a minimum of two weeks in order for teachers to form progress reports or report cards. Students who have been in class for less than this time period will receive “I” letter grades on Report Cards and Progress Reports for a given quarter.
- The teacher may choose to allow students to make up work during time missed. If the teacher elects not to allow the student to make up work missed, then the grades for such work will not be averaged into the final grade for the course.
- If the teacher elects to permit the student to make up work, then a maximum period of two weeks will be allotted to the student to turn in work for grading. The results of this graded work will then be included into the average for the quarter.

# REPORT CARDS AND PROGRESS REPORTS

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Report Cards are sent home at the end of each quarter. Scheduled Parent/Teacher conferences are held within a few weeks after 1st quarter report cards are sent home. Parents should understand that a report card can only show results of the final analysis of the student's progress during a reporting period. To gain a complete understanding of their child's growth, parents must confer with the teacher concerned. Additional conferences are encouraged throughout the year.

Grades for Grade 7-12 students will be reported to the parents 4 times during the school year. These four reports to parents are: a quarter report every nine weeks of school and semester grade based on 80% for grades from each of the 9 week reporting periods and 20% for semester exam (2 semester reports) when exams are administered. Some courses may not require a cumulative exam. In those cases semester grades will be based solely on classroom work without a semester exam.

# GRADING SCALE

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The grades that students earn will receive the following Grade Point Averages:

<b>Y.I.S. HIGH SCHOOL GRADING SYSTEM</b>		
<b>Letter Grade</b>	<b>% Grade</b>	<b>Grade Point Average (GPA)</b>
A	94 – 100	4.00
A-	90 – 93	3.66
B+	87 – 89	3.33
B	84 – 86	3.00
B-	80 – 83	2.66
C+	77 – 79	2.33
C	74 – 76	2.00
C-	70 – 73	1.66
D+	67 – 69	1.33
D	64 – 66	1.00
D-	60 – 63	.66

## VARIABLE CREDIT GRADES 8-12

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More than ten absences per semester in any high school course (including Grade 8 Algebra) precludes the school from giving credit for that semester of the class (See [“ATTENDANCE”](#)).

## HONOR /HIGH HONOR ROLL GRADES 7-12

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Eligibility for inclusion on the Honor Roll and High Honor Roll is contingent upon students receiving high grades and demonstrating the attributes of integrity, honesty, and character. Accordingly, in order to be eligible for the Honor Roll, a student must have a semester grade point average of **3.5**; to achieve High Honors, **3.75**. No student with a semester grade lower than a C- will be considered for placement on Honor Roll. Further, any student for whom an incident report for cheating or engaging in other serious breaches of integrity or reasonably expected behavior has been recorded will be excluded from the Honor Roll and High Honor Roll for the remainder of the term. This exclusion will be applied irrespective of grades achieved.

## MIDDLE SCHOOL/HIGH SCHOOL HOMEWORK

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Homework is assigned to reinforce the concepts that are presented in the classroom. Students are often expected to do an average of 60 to 120 minutes of study and written work per night, or 30 minutes of homework a night per academic subject. When absent for fewer than four days, the student should contact a classmate for assignments. It is a student's responsibility to retrieve all homework assignments within **one** school day upon his/her return to school. The length of time within which the student must return that work is up to the individual teacher and will be clearly defined in his/her course syllabus or outline.

In addition, missed classroom quizzes and tests will be made up at the convenience of the assigning teacher. Teachers may opt to exclude missed assignments and accompanying grades from the final calculation of grades for a given course dependent upon the individu-

al circumstances and will be approved by the principal. Teachers will assist with making up all assignments and tests that are missed by students who are absent for medical reasons or other emergencies. Students who wish to make up tests and assignments missed for reasons of medical absence must apply to the principal in writing and attach medical documentation to their application. Applications will be treated on a case by case basis.

Teachers should give assignments with these guidelines in mind and, when necessary, provide expectations to students about the time necessary to complete those assignments. Generally, major assignments are not made to be completed over regularly scheduled school holidays.

## MIDDLE SCHOOL/HIGH SCHOOL SEMESTER EXAMINATIONS

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No student may take a semester exam before the assigned time. Students are to take exams on the assigned days, unless other arrangements have been **prearranged and approved by administration**. A “fail” will be assigned for any “no shows” unless specifically excused by the school administration. As stated earlier, semester exams may not be administered in some classes.

## MIDDLE SCHOOL/HIGH SCHOOL EARLY LEAVE POLICY

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There are no provisions at YIS for early administration of finals. The only exception will be for emergency family leaves approved by the administration. For High School students, exams are 20% of the final grade and will take place in the first week of June. High school attendance, exam preparation, and completion of unit requirements are different from the JK-6 levels. Summer jobs and lower plane fares pale in comparison to earning a high school diploma from an excel-

lent school, attaining grades and SAT scores worthy of entrance to a college of choice and appropriate preparation for those four or more years of university experience. High School student absences greater than 10 days per semester will prevent a student from receiving credit for their courses.

## EXTERNAL ASSESSMENTS OF STUDENT ACHIEVEMENT

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The school testing program is comprised of the Otis Lennon School Ability Test and the Stanford Achievement Test (full battery). These tests are administered in the spring semester. The results of these standardized tests will be shared with parents and students, and filed in the student's cumulative records. In the fall the Grade 10 and 11 students take the PSAT (Preliminary SAT). Grade 11 students are encouraged to take the College Board SAT in the spring and Grade 12 students are encouraged to take the SAT Subject tests in the fall. YIS is an authorized College Board Test Center. Students wishing to take A.P. exams at Y.I.S. may arrange to do so through the counselor.

## ACHIEVEMENT COUNSELING

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The counselor reviews the college application worthiness of the student's grades and external assessment scores. He will request an appointment with the student and parents if the student earns a grade of "D" in any core academic high school course to advise the family that only "C's" are acceptable for university application and proper preparation for the ensuing academic course. Students with such "D" grades will be strongly encouraged to "repeat" the course content for a better grade through an online course.

## ACADEMIC PROBATION

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It is assumed that all of our students in middle school/high school can handle the workload. When, for whatever reasons, a student's academic performance drops below minimum expectations that individual will be placed on academic probation. The purpose of academic probation is to involve the counselor and the parents in creating an opportunity for extra time and motivation for studies so that the student can improve his/her academic performance. Academic probation is not intended to be punishment, neither is it expected to be pleasant. Students who receive quarter grades which include 2 "D's" and/or an "F" will be placed on Academic Probation. Students on Academic Probation will be required to meet with the counselor and administration and complete a Student Success Plan that outlines how the student plans to improve his/her academic performance during the course of the following quarter. Those students will remain on probation until the grades are received for the next quarter.

## CONSEQUENCES OF ACADEMIC PROBATION

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Parents will be notified by the school counselor that their son or daughter has been placed on academic probation. It is expected that the parents will then arrange for tutoring and will also meet with the student's teachers to discuss ways the student can improve his/her grade. Parents will be encouraged to supervise the student's efforts to improve academic performance. The counselor will suggest guidelines for time management and study. The student **will not be allowed to participate in any practices, events, games, or competitions related to clubs, student government, sports, fine arts productions, academic contests or meetings** associated with these activities. A review committee consisting of the counselor, school administration and the teachers of the subjects in question may recommend reins-

tatement of participation privileges if meaningful academic improvement and effort has been evident.

It is the belief of staff and administration at YIS that students who have been designated EAL by the EAL teacher will benefit from continued participation in after-school activities that assist him/her to learn English. Therefore, EAL students may continue to participate in after school activities that are deemed relevant to the students' learning of English at YIS. Activities will be considered on a case by case basis with the school counselor. Students who are exempted from Academic Probation in a given quarter may have this exemption revoked for the following quarter if the counselor or administration deem that the student is not demonstrating adequate effort or improvement in his/her academic studies.

## REPEATED HIGH SCHOOL CLASSES GRADES 9-12 (AND GRADE 8 ALGEBRA).

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If a student receives a grade of "F" in a required course he or she must repeat the class for credit. If a student receives a D in a course, the course should be repeated to earn a C or higher. When a student repeats a course to improve a "D" grade they will not receive the additional credit, however the new grade will replace the prior grade of "D" or "F" on the transcript. The new grade will be calculated into the student's GPA.

## ON-LINE AND CORRESPONDENCE COURSE CREDITS

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Y.I.S. students may earn core course required credits from a correspondence or online course when:

1. The student has failed a required course and it is “impossible” for them to earn the credit through a Y.I.S. course within their daily schedule and/or within the normal time-frame for completing diploma courses.
2. The student has transferred into Y.I.S high school without having completed one, or more, courses required for the diploma, and it is “impossible” for him or her to earn the credit through a Y.I.S. course within his or her daily schedule and/or within the normal time-frame for completing diploma courses.
3. The student has transferred into Y.I.S high school late in a semester or year, and due to the loss of credit(s) under the attendance policy, has been unable to earn credit in one, or more, courses required for the diploma and it is “impossible” for him or her to earn the credit through a Y.I.S. course within his or her daily schedule and/or within the normal time-frame for completing diploma courses.
4. It is not the intention of Y.I.S. to accept credits from correspondence or online courses from students seeking an alternative to a usual Y.I.S. core course offering or from students seeking to accelerate their progress toward the diploma.
5. Each correspondence or online course proposal must meet the above requirements and ***must be previewed and approved by the counselor*** and shown to be equivalent to the Y.I.S. course through its course description, text and/or related lesson and examination materials, and the providing school is accredited through a recognized and legitimate school accrediting body.
6. For credit to apply to the Y.I.S. diploma, the final exam for the course must be administered onsite under the supervision of the counselor and reviewed for legitimacy of content and

- the student's performance by a Y.I.S. or I.S.G. subject matter specialist for that course.
7. The student could be asked to sit for another examination on the course material provided by Y.I.S. should there be any question as to the student's actual achievement of the course's outcomes.
  8. All costs for the correspondence or online course are the family's responsibility, including any additional costs incurred by Y.I.S. to facilitate the completion of the course including international telephone/faxing charges and or mailing/shipping charges. The family should make every effort to cover these costs in advance or in a timely manner. Should any costs to the school associated with facilitating the course on the student's behalf remain outstanding at the agreed upon deadline, the student will be deemed not to have completed the required credit.
  9. The alternate correspondence or online course results will not appear on the Y.I.S. transcript; rather the student must provide any requesting college, or other school, with an official transcript or report on the course's completion and passing grade from the school providing the course. This should always accompany the Y.I.S. transcript to show how that diploma requirement was fulfilled.
  10. Credit will only be approved and applied toward a diploma when a student has agreed to and/or met all of the above specifications, has successfully completed the course and demonstrated passing-level competency on the examination, supervised by Y.I.S., by the agreed upon deadline.

## REPEATED ACADEMIC PROBATION

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A student who is on academic probation for three or more quarters during one academic year, or for five quarters during his/her YIS high school career, will be asked to withdraw from YIS or be recommended for a pre-expulsion hearing based on repeated academic probations. Students who exhibit such marginal, non-college preparatory academic performance but who are not asked to withdraw from YIS for the following academic year will be considered to be At-Risk Students. At Risk Students will work with the Guidance Counselor and administration to formulate and implement an At Risk Achievement Plan (ARAP). Typically, parental involvement in the form of assistance with homework, access to online support courses and tutoring and/or provision of a home tutor is featured in the (ARAP). Students who remain on the Academic Probation list and who do not implement their ARAP fully will be recommended for a pre-expulsion hearing.

## WITHDRAWING A STUDENT FROM THE SCHOOL

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If parents are permanently departing, children should be formally withdrawn from our school. To facilitate this procedure the Registrar must be notified at least one week in advance of the withdrawal date of the child. This permits the staff to compile reports for each student and allows for the parent to carry to the new school a statement describing grade level and progress in that grade. Records will not be released until all books have been returned or paid for and all arrangements for payment of tuition have been met.

# CO-CURRICULAR ACTIVITY AND ATHLETIC PROGRAM GUIDELINES

## GRADES

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A student must have no grades of “F,” no more than one “D,” and have a “C” average in order to be eligible to participate in extra-curricular activities. EAL students may be exempted from Academic Probation (see “Consequences of Academic Probation”). Eligibility will be checked by the Activities and Athletic Director on a regular basis.

## ATTENDANCE

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A student with three unexcused absences or exceeding 10% of practice will be excluded from further participation. Coaches/Sponsors discretion on what determines “unexcused” applies. A student removed due to absenteeism cannot participate in another activity until the original activity the student joined has concluded. Students must attend school the day of the activity in order to participate in the after school activity.

## BEHAVIOR

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Students are to be on their best behavior while participating in activities and traveling to other schools for jamborees, matches and tournaments. Improper behavior outside of school while participating in an activity will be dealt with upon arrival at school by administration. ***Students who are suspended from school will be banned from participating in any co-curricular and athletic activities for a period of six weeks for the first suspension and for the remainder of the year for a second sus-***

*pension.* This period of six weeks will total 30 regular school days and is exclusive of holidays.

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## PARTICIPATION

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Students must complete all responsibilities for the current activity before participating in the next activity. Completion of an activity must be approved by the activity coach. A student who quits one activity cannot participate in another until the activity the student has quit is finished. On the days any student does not participate in P.E. class that student cannot participate in an after school sports activity that same day.

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## PICKING UP STUDENTS FROM AFTER-SCHOOL ACTIVITIES

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### **A reminder for parents and students:**

Teacher/Sponsors are responsible for all students until they are picked up from school. Any student constantly having transportation problems may be excluded from that activity and possibly any that follow. If this occurs a Transportation Problem Form will be sent home and should be signed by a parent and returned to the sponsor within two days. All transportation should be at the front gate of the school at 4:30 PM.

# STUDENT ACTIVITIES

## EXTRA-CURRICULAR ACTIVITIES

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Yanbu International School is concerned with the total educational growth of each student entrusted to its care. Besides the obvious concern and the importance placed on academic involvement, extra-curricular activities are an integral part of student life. Participation is strongly encouraged. A comprehensive list of extra-curricular activities will be sent home to parents with the beginning of each activities session throughout the year.

## STUDENT COUNCIL

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The student government consists of the Student Council and class representatives from Grades 3-12. This council plans and coordinates student activities, promotes understanding and unity among students, faculty and parents, and represents the students' needs and concerns in all areas of student life. All students are encouraged to read the Constitution and to get involved in student government.

Increasingly, colleges and universities around the world are becoming concerned with the character and social skills, in addition to grades, that students exhibit in their day to day academic lives. Accordingly, we at YIS believe that students who participate in organizations at YIS demonstrate a high degree of integrity in their conduct. To ensure that our Student Council representatives embody this integrity, several guidelines for participation in the Council have been established:

1. Students who have received a suspension for cheating or other breach of academic or social integrity may not run for student council for the following academic year without the

- approval of the administration. Typically, the student will need to justify why he/she should be permitted to run.
2. Any elected member of the Student Council who receives a suspension for breaches of academic or social integrity will be removed from their position in student council and an alternate appointed.

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## ATHLETICS

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YIS belongs to SAIKAC (Saudi Arabian Inter Kingdom Athletics Conference) which includes 13 schools within the Kingdom. They include ISG-Yanbu, ISG-Dammam, ISG-Jubail, ISG-Dhahran American and British School, Aramco Dhahran and Udilayah, Al Khobar British School, Jeddah British School, Jeddah American, Jeddah Prep, Riyadh American and KAUST.

Middle School, Junior Varsity and Varsity teams in various sports are offered to boys and girls for 7<sup>th</sup> to 12<sup>th</sup> grade. Teams travel to other schools for sporting tournaments, student council congress, knowledge bowls, spelling bees, band and choir. Some of the sporting tournaments offered throughout the year include volleyball, soccer, basketball, track and field, cricket, table tennis, softball and netball.

As YIS fully supports participation in the SAIKAC league, students are not academically penalized for classes missed due to sports or other sponsored activities. These classes are regarded as “excused absences,” but students are expected to make their teachers aware of their absence ahead of time and arrange for times to complete work that will be missed.

# ATTENDANCE POLICY

## AVOID CREDIT LOSS DUE TO EXCESSIVE ABSENCES

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All students are expected to be in their scheduled classrooms on time during every scheduled class period. Student presence in class is an essential part of fulfilling requirements for high school course credit. Therefore, any high school student who misses more than ten (10) days of class in one semester *will not* receive credit for that course.

Whenever a concern arises about a student's absences, a letter will be sent to the parents to report that student's attendance status. After seven absences, the Counselor will have direct phone contact with parents and will send home a letter or e-mail for parent signature and immediate return. The letter will state the necessary steps the student and parents must take to insure the student's successful completion of the class and the granting of credit. The letter will serve as a contract and must be signed by the student, a parent, the counselor, and the Principal. Any exceptions, such as serious illness, can be made only if the student and his/her parents contact the school within two days after the fourth day of the absence due to a medical explanation and must be supported by a physician's letter. Absences due to school sports or participation in other approved school functions will not be included in the absence count.

## ABSENTEE PROCEDURE

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For students to obtain the most benefit from their educational experience, it is imperative that absences be held to a minimum. Families are encouraged to plan their vacations during vacation time on the school calendar. Recreational trips during the school year, particularly for high school students are discouraged. If an absence is planned (three or more days) parents must inform the school in advance and

contractual agreements about homework and make up work must be established before the student leaves. These absences will be included in the semester's total absences for calculating credit for high school classes.

Parents are strongly encouraged to phone the school at 392-1088 before 9:00 a.m. any day that their son or daughter is absent because of illness, family or personal emergency.

Students are expected to be in class at all times during normal class periods, and may only be out of class during this time when authorized by a staff or faculty member. Personal needs (washroom breaks or getting class materials from lockers) should take place during scheduled breaks.

New students are expected to be in attendance at school commencing on the starting date that is set by the Guidance and Registrar's office. If a new student chooses to start school on a date subsequent to the official starting date, then he/she will be counted as absent for the days missed commencing from the official starting date.

Factors that are beyond a student's control (such as VISA issues) may be taken into consideration by the Counselor and Registrar when deciding on reported absences for new students. The principal will be informed of such cases where an exception to the application of this attendance policy is under consideration.

Returning students (those who have been enrolled from a previous year) are expected to begin attending school on the first date indicated on the official school calendar for the given year. Returning students who are enrolled at YIS but who choose to begin school after this date will be counted as absent for the official school days missed. These absences will appear on all term report cards and may appear on progress reports.

# STUDENT SERVICES

## GUIDANCE & COUNSELING SERVICES

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Counseling and advisory services are available to all students. Counseling on careers and college requirements is provided to all high school students. All Grade 11 students will take the Career and Life Management course as well as have an opportunity to investigate college information and to take the SAT I college entrance test at the end of Grade 11. The counselor will also help students apply for college scholarships that are open to them. Grade 12 students are given information on the college application process and the college financial aid system. Parents are encouraged to work with the YIS counselor to ensure applications dates are met.

## PARENT CONFERENCES

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Teachers are available for conferences and parents are encouraged to consult the classroom teachers if questions or concerns arise. Appointments may be made by calling the school at 392-1088. The school receptionist will request that teachers call parents back during a time when they are not teaching. Please do not call the school during the day and expect that a conference can happen over the phone. Teachers are unable to leave their teaching duties but will make every effort to find a time that is mutually agreeable for discussing student progress, concerns or questions. Parents are always encouraged to talk to teachers **first**. If administrative assistance is required, the teacher can then arrange for a consultation with parents, the teacher and an administrator or counselor.

## ILLNESS AND INJURY

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The school employs a registered nurse as a full time member of staff. Her responsibilities include treating minor medical emergencies that occur at school. Children are sent home if they are suffering from diarrhea, fever (100 degrees F/37 degrees C), nausea/vomiting, head lice or a serious injury or illness requiring a doctor's attention. Students should be kept home from school until they are free from fever for at least 24 hours without the influence of fever-reducing medication.

**Please do not send your child to school when he/she is ill.** Illnesses and injuries that occur at home should be treated by your family doctor.

Medications required during the school day, which have been prescribed by a doctor for chronic conditions, must be held and administered by the school nurse who will have been presented with a note from the parent stating the name of the medication, how much is to be given, at what times it is to be given, and the diagnosis for which it is being given.

Several screenings are performed by the nurse or through the nurse's office during the school year. These include sight, hearing, scoliosis (curvature of the spine - only grades 6-9) and lice. You will be notified if your child does not do well during any of these screenings. If your child is found positive for lice/nits, you will be called immediately to pick up your child since this is very contagious.

Students who become ill or are injured during the school day must go immediately to the school nurse. However, a student who is seriously injured should ***never be moved***. Another student or staff member should notify the nurse of the injury. ***Students who leave the school early because of illness must consult with the school nurse and then the parent will be contacted by phone to pick up the sick child.***

**Parents are expected to keep emergency contact information updated with the receptionist.**

## FOOD

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YIS contracts with an independent food service to provide lunch daily for all staff and students. Students are expected to remove all debris from the lunch tables, the cafeteria floor and other eating areas before leaving, to be on their best behavior during visits to the cafeteria and older students are expected to set an example for younger students. All students must ensure that they are not late for class because of a cafeteria visit. All break and lunch periods are supervised by adult staff. Students who choose not to use the food service should always have a nutritious snack and lunch.

## EMERGENCY DRILLS

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Emergency fire and/or lockdown drills are conducted about once a month in an effort to teach students safety procedures in case of the occurrence of a real emergency.

- The emergency drill signal is a very loud bell or siren.
- Students are to stop their work immediately and line up at the door of their classroom.
- Teachers will quickly lead their students out of the school to a designated area.
- Students will ensure the safety of all by maintaining good order throughout the drill.
- Teachers will take attendance and immediately inform the administration of any missing students.

- A member of the administration will indicate the drill is over and students will quietly return to their classroom.

## LOST AND FOUND

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Most lost and found items are placed in a box at the Receptionist's office. Students are asked to leave valuables at home and to carry only enough money for their daily lunch purchase.

## YIS LIBRARY

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The library is a well-equipped facility for our students. On-line libraries are becoming available. Kindergarten to Grade 6 students are formally instructed on the organization and use of a library. **Student report cards will be held at each grading period if students have overdue library materials or unpaid fees.**

## TELEPHONES AND ELECTRONIC EQUIPMENT

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Telephones with outside lines are available in every classroom. Students must not use these telephones without permission from the teacher. Students may use the phone at the front desk. If a student needs to call home, he or she may also use the phone at the front gate or a phone in a classroom with permission to do so. *Mobile phones, mp3 players, cd players, and ipods are not to be used at yis during class hours, from 8:30-3:00, and will be confiscated if found in use.*

## CLOSED CAMPUS

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Yanbu International School is a **closed campus**. Students are not permitted off campus without parent AND administrative approval. Students who leave campus without the explicit approval of parents or the administration will be subject to disciplinary action. **ALL**

visitors are required to sign in at the front desk where they will then receive a Visitor's Pass which must be displayed while on campus. Parents should not interrupt the progress of a class but are always welcome to visit the school. **Students may not be on the school grounds, and are not to enter the school to get things, even from their lockers, before or after regular hours without pre-arranged staff supervision.**

## REQUESTS FOR HOMEWORK ASSIGNMENTS

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Responsibility for receiving assignments and completing them rests with the student, and in the case of a younger student, the student's parents. Daily work and all other assignments will be made up after an illness or family emergency after documentation and application to the administration has been provided. Students who miss classes because of inter-Kingdom tournaments or involvement in other programs are expected to check with their teachers regarding assignments and are still responsible for all class work.

# STUDENT CONDUCT

## COURTESY, HONESTY, PRIDE AND ACHIEVEMENT

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Among the goals of education at Yanbu International School are those of student learning about principles of good conduct, justice, and consideration. A high priority is given to the students' personal development, happiness and productivity. Accordingly, it is the responsibility of the student, school, and parents to help create a social climate within the YIS community that is conducive to the exercise of self-respect and respect for others and their property. We are committed to fostering an atmosphere of courtesy, honesty, pride in one's work and the highest possible personal achievement. By registering at YIS, students and their parents indicate their intentions to accept and observe the school's regulations and goals. Our students also speak to the community at large through their behavior and appearance. YIS directs students toward a standard of behavior reflecting reverence and respect for:

- The right of each individual to be part of an environment of learning that promotes mental, physical, social, and spiritual growth
- A proud achievement of the highest academic standards in a rigorous environment
- The rights of others as well as themselves
- The school property and personal property of others
- A clean, orderly, safe and non-threatening environment, which means that YIS has zero tolerance for bullying, intimidation and fighting, any of which will result in suspension from school.

## SUBSTANCE ABUSE AND STUDENT DISCIPLINE, SIGNATURES TO BE ON FILE

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From age 11, YIS students and their parents are requested to have read our handbook and policies and to sign and return the Statement of Understanding provided by the Registrar's office. Because the laws of Saudi Arabia pertaining to mood altering substance use are strict, students and parents are notified before enrollment and the signature form kept on file. The possession, use, sale, or distribution of tobacco products or alcoholic beverages, and any mood altering substance not properly authorized by a medical doctor is strictly prohibited. A student in violation of Policy 2040 will be subject to immediate disciplinary action which could involve suspension or expulsion from the school. For other student discipline matters, when a conduct rule of YIS is broken disciplinary measures, per Policy 2050 can range from verbal correction to suspension or expulsion from the school. Under no circumstances may staff use corporal punishment. Physically restraining students may be necessary to prevent physical harm to self, others, or property. These policies extend to misbehavior or substance abuse while on the school grounds, at any school-sponsored function, or while riding in any vehicle used for transportation by the school.

## DRESS CODE

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As guests of the Kingdom of Saudi Arabia, students are expected to dress in a way that shows good judgment and respect to our hosts. Girls in grades 4 through 12 must not wear sleeveless tops, bare midriffs, short skirts, or shorts. Boys in grades 4 through 12 may not wear shorts above the knee or tank tops. Pants must extend below the knees. If occasions or activities warrant special attire, students will be notified in advance by the teacher. Skirts must extend below the knees; the wearing of shorts under the skirts in no way alters the

skirt length. “T-shirts” must not display derogatory messages or images. Hats may not be worn in school. National dress of the student’s home country is permitted if it meets the standards of the host country.

## BEHAVIOR EXPECTATIONS ON THE BUS

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The bus driver and monitor are responsible for the safety of the students and staff members are responsible for maintaining order during field trips and establishing departure times unless hazardous conditions exist.

The student who refuses to promptly obey the directions of the driver or refuses to obey rules may receive a bus citation, forfeit his/her privilege to ride on the bus, and/or may receive a disciplinary consequence.

### **Bus Rules:**

1. The student is prohibited from fighting, wrestling or boisterous activities.
2. The student shall use the emergency door only in case of emergency.
3. The student shall be on time for the bus both morning and evening.
4. The student shall not bring animals (except approved), glass, firearms, weapons or other potentially hazardous material on the bus.
5. The student shall remain seated while the bus is in motion.

6. The student may be assigned a seat by the bus driver/monitor.
7. The student shall not extend his/her hands, arms or head through the bus windows.
8. When necessary to cross the road, the student shall cross in front of the bus or as instructed by the monitor.
9. All students shall have written permission to leave the bus at a point other than at home or school and the bus monitor shall have a note from the reception.
10. The student shall converse in normal tones; loud or vulgar language is prohibited.
11. The student shall not open or close windows without permission of the driver or monitor.
12. The student shall not throw items out of open bus windows.
13. The student shall keep the bus clean and must refrain from damaging the bus.
14. The student shall be courteous to the driver, to other students and to passers-by.
15. The student shall refrain from eating or drinking on the bus unless specific permission is granted by the monitor.
16. The student shall exit the bus promptly, quietly and safely upon reaching his or her "stop."

# WHOM TO EMAIL OR CALL WHEN A QUESTION OR PROBLEM ARISES

## ACADEMIC ISSUES

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Issues related to academic performance, grades and /or discipline should be addressed **first** to the teacher concerned. Messages for the teacher can be emailed directly to the teacher or left with the school receptionist by telephone at 392-1088. The teacher will reply to your email or return your call as soon as possible or offer a choice of appointments to you for further discussion of the issue(s). Only when there is no resolution should the Principal become involved.

## ATHLETIC/AFTER SCHOOL ACTIVITY ISSUES

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Issues related to athletic activities or after school activities should be taken up with the coach or sponsor of an activity. Where further review of the problem is needed, the parties should contact the **Athletic Director, Mrs. Liana Moir or the Activities Coordinator, Mrs. Aveegayle Baldoz**. Only when there is no resolution should the Principal become involved.

## REGISTRATION AND FINANCIAL ISSUES

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Direct all questions regarding registrations, transcripts and school records to **School Registrar, Ms. Nadia Hussain (ext. 116)**. Issues regarding financial matters should be directed to the school **Business Manager, Mrs. Simone Bajudaid (ext. 115)**.

## CONTACT US

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School Phone: 966-4-392-1088; School Fax: 966-4-392-1075

E-Mail: [ysis@isgdh.org](mailto:ysis@isgdh.org); web address: [www.isgyis.org](http://www.isgyis.org)

# **THE ROLE OF THE INTERNET IN OUR PARENT-STUDENT- SCHOOL PARTNERSHIP**

The internet is making the parent-student-school partnership in the education of students even more effective in many different ways. Please be sure that the school office and student's teachers always have your current email address and telephone number along with your physical address. We depend on email to send newsletters, bulletins, emergency notices and invitations to parents as we strive for time effective and paperless communication. And, as we have already discovered, the internet becomes central in the delivery of lessons through a Virtual School in the event that school must be suspended due to emergency or health and safety requirements.

We hope that you will regularly visit the school website for information about the school and your children's online classrooms for updates on assignments, the curriculum outlines, and for important communication with the teachers.

If your family does not have an email address and/or a computer with internet access, please be sure to inform the school office and the student's teachers so we may be sure to send paper versions of the above with or for the student as required.

# STAFF ASSIGNMENTS & EMAIL ADDRESSES

Receptionist	Ana Baldoz	<a href="mailto:ambaldoz@isgdh.org">ambaldoz@isgdh.org</a>
Registrar	Nadia Hussain	<a href="mailto:nahussain@isgdh.org">nahussain@isgdh.org</a>
Business Office Manager	Simone Bajunaid	<a href="mailto:sbajunaid@isgdh.org">sbajunaid@isgdh.org</a>
Nurse	Aveegayle Baldoz	<a href="mailto:abaldoz@isgdh.org">abaldoz@isgdh.org</a>
Principal	Paul Thompson	<a href="mailto:pthompson@isgdh.org">pthompson@isgdh.org</a>
Counselor	Mark Lasater	<a href="mailto:mlasater@isgdh.org">mlasater@isgdh.org</a>
Junior Kindergarten/ES Arabic	Raeda Al-Nubulsi	<a href="mailto:ralnabulsi@isgdh.org">ralnabulsi@isgdh.org</a>
Kindergarten	Salwa Hussaini	<a href="mailto:shusseini@isgdh.org">shusseini@isgdh.org</a>
Grade 1L	Jennifer Lasater	<a href="mailto:jlasater@isgdh.org">jlasater@isgdh.org</a>
Grade 1R	Felicia Rose	<a href="mailto:frose@isgdh.org">frose@isgdh.org</a>
Grade 2N	Preetha Nataraj	<a href="mailto:pnataraj@isgdh.org">pnataraj@isgdh.org</a>
Grade 2O	Justine Olsen	<a href="mailto:jolsen@isgdh.org">jolsen@isgdh.org</a>
Grade 3O	Grant Olsen	<a href="mailto:golsen@isgdh.org">golsen@isgdh.org</a>
Grade 3A	Komali Abbineni	<a href="mailto:kabbineni@isgdh.org">kabbineni@isgdh.org</a>
Grade 4K	Anitha Kumar	<a href="mailto:ankumar@isgdh.org">ankumar@isgdh.org</a>
Grade 4R	Howard Rose	<a href="mailto:hrose@isgdh.org">hrose@isgdh.org</a>
Grade 5 Language Arts/Social Studies	Belinda Naso	<a href="mailto:bnaso@isgdh.org">bnaso@isgdh.org</a>
Grade 5 Math/Science	Amel El-Mahgoub	<a href="mailto:aelmahgoub@isgdh.org">aelmahgoub@isgdh.org</a>
Grade 6	Liana Moir	<a href="mailto:lmoir@isgdh.org">lmoir@isgdh.org</a>
MS English & Social Studies	Chris Duester	<a href="mailto:cduester@isgdh.org">cduester@isgdh.org</a>

MS English & Social Studies	Michael Moir	<a href="mailto:mmoir@isgdh.org">mmoir@isgdh.org</a>
MS Science & Math	Samira Sidani	<a href="mailto:ssidani@isgdh.org">ssidani@isgdh.org</a>
HS English & Social Studies	Elisha Duester	<a href="mailto:eduester@isgdh.org">eduester@isgdh.org</a>
HS Social Studies & English	Anita Hasiuk	<a href="mailto:ahasiuk@isgdh.org">ahasiuk@isgdh.org</a>
HS Science & Math	Borden Hasiuk	<a href="mailto:bhasiuk@isgdh.org">bhasiuk@isgdh.org</a>
MS/HS Arabic, Islamic Culture, KSA Hist. & Geog. /HS French	Taroub Majdoub	<a href="mailto:tmajdoub@isgdh.org">tmajdoub@isgdh.org</a>
ES Arabic, Islamic, Culture, KSA Hist./Geog. & ES Technology	Huda Al-Husseini	<a href="mailto:hahusseini@isgdh.org">hahusseini@isgdh.org</a>
MS/HS Math	Bradley Jarvis	<a href="mailto:bjarvis@isgdh.org">bjarvis@isgdh.org</a>
ES/MS/HS Art	Israth Syed	<a href="mailto:isyed@isgdh.org">isyed@isgdh.org</a>
ES English as an Additional Language	Barbara Jarvis	<a href="mailto:bjarvis@isgdh.org">bjarvis@isgdh.org</a>
ES/MS/HS Music	Gabriella Brown	<a href="mailto:gbrown@isgdh.org">gbrown@isgdh.org</a>
ES/MS/HS Library	Ghada Ahmad	<a href="mailto:gahmad@isgdh.org">gahmad@isgdh.org</a>
ES/MS/HS Physical Education	Terry Naso	<a href="mailto:tnaso@isgdh.org">tnaso@isgdh.org</a>
Technology Coordinator, MS/HS Technology	Leslie Thompson	<a href="mailto:lthompson@isgdh.org">lthompson@isgdh.org</a>

# Y.I.S. IMPORTANT DATES 2009-2010

August 24	First Day for Students
September 19 - 23	No School – Holiday (Eid Al Fitr and Saudi National Holiday)
September 26 – 30	Virtual School (Middle School and High School)
September 26 – October 7	Virtual School (Elementary)
October 21	½ Day for Students – ½ Day Teacher Professional Development
October 21	Open House
October 21-22	Volleyball (U16 Boys) – Ras Tanura Aramco
October 28	Holiday
October 28-29	Volleyball (U19 Girls) – ISG Dhahran
November 2	Extended Work Day
November 3	End of 1 <sup>st</sup> Quarter (Middle School and High School)
November 4-5	Volleyball (U14 Boys) – Yanbu
November 7	College Board SAT Reasoning and Subject Tests
November 10	End of 1 <sup>st</sup> Trimester (Elementary)
November 11	Middle School and High School Report Cards and Letter about PT Conference
November 14	Letter about MS/HS PT Conference due back to Registrar
November 16	Letter about Elementary PT Conference schedule goes home
November 22	Extended Work Day - Parent-Teacher Conference
November 23	No Students – Parent-Teacher Conference

November 28-December 2	No School – Holiday (Eid Al Adha)
December 19- January 6	Winter Break
January 9 – 10	No Students – Teacher Professional Development
January 12	Extended Work Day - Teacher Professional Development
February 2	Extended Work Day - Teacher Professional Development
February 10	Holiday
February 13	End of 1 <sup>st</sup> Semester (Middle School and High School)
February 15	No Students – Teacher Workday
February 17-18	Football (U14 Boys) – DEMS Football (U14 Girls) - AISJ
March 2	Extended Work Day – Teacher Professional Development
March 17-18	Basketball (U16 Boys) – KAUST Basketball (U16 Girls) – KAUST Basketball (U19 Boys) – ISG Dhahran Basketball (U19 Girls) – ISG Dhahran
March 21	End of 2 <sup>nd</sup> Trimester (Elementary)
March 24; 27– 31	Spring Break – Teachers at NESAEducators' Conference
April 6	Extended Work Day - Teacher Professional Development
April 7-8	Badminton (U19 Boys) – AISR Badminton (U19 Girls) – AISR
April 14-15	Badminton (U16 Boys) – DBGS Badminton (U16 Girls) – DBGS
April 26	End of 3 <sup>rd</sup> Quarter (Middle School and High School)
April 20-28	SAT10 (Grades 2-10, even-numbered grades only)
May 1	College Board SAT Reasoning and Subject Tests

May 3-14	A.P. Tests (Date and time dependent upon subject of test.)
May 4	Extended Work Day - Teacher Professional Development
May 5-6	Basketball (U14 Boys) – Dhahran Aramco (U14 Girls) – BISJ
May 12; 15	Holiday
May 18-20	MS Band/Choral (Grade 6-9)
June 16	Graduation
June 23	Last Day of School - ½ Day for Students

# 2009-10 CALENDAR

2009/2010

Yanbu International School



JULY 2009							JANUARY 2010							
S	S	M	T	W	T	F	S	S	M	T	W	T	F	
				1	2	3							1	
4	5	6	7	8	9	10	3	4	5	6	7	8		
11	12	13	14	15	16	17	9	10	11	12	13	14	15	
18	19	20	21	22	23	24	16	17	18	19	20	21	22	
25	26	27	28	29	30	31	23	24	25	26	27	28	29	
							30	31					15	
AUGUST 2009							FEBRUARY 2010							
S	S	M	T	W	T	F	S	S	M	T	W	T	F	
1	2	3	4	5	6	7			1	2	3	4	5	
8	9	10	11	12	13	14	6	7	8	9	10	11	12	
15	16	17	18	19	20	21	13	14	15	16	17	18	19	
22	23	24	25	26	27	28	20	21	22	23	24	25	26	
29	30	31					27	28						
						6							18	
SEPTEMBER 2009							MARCH 2010							
S	S	M	T	W	T	F	S	S	M	T	W	T	F	
		1	2	3	4				1	2	3	4	5	
5	6	7	8	9	10	11	6	7	8	9	10	11	12	
12	13	14	15	16	17	18	13	14	15	16	17	18	19	
19	20	21	22	23	24	25	20	21	22	23	24	25	26	
26	27	28	29				27	28	29	30	31			
						17							17	
OCTOBER 2009							APRIL 2010							
S	S	M	T	W	T	F	S	S	M	T	W	T	F	
				1	2							1	2	
3	4	5	6	7	8	9	3	4	5	6	7	8	9	
10	11	12	13	14	15	16	10	11	12	13	14	15	16	
17	18	19	20	21	22	23	17	18	19	20	21	22	23	
24	25	26	27	28	29	30	24	25	26	27	28	29	30	
31													30	
						30							30	
NOVEMBER 2009							MAY 2010							
S	S	M	T	W	T	F	S	S	M	T	W	T	F	
1	2	3	4	5	6		1	2	3	4	5	6	7	
7	8	9	10	11	12	13	8	9	10	11	12	13	14	
14	15	16	17	18	19	20	15	16	17	18	19	20	21	
21	22	23	24	25	26	27	22	23	24	25	26	27	28	
28	29	30					29	30	31					
						18							31	
DECEMBER 2009							JUNE 2010							
S	S	M	T	W	T	F	S	S	M	T	W	T	F	
			1	2	3	4					1	2	3	4
5	6	7	8	9	10	11	5	6	7	8	9	10	11	
12	13	14	15	16	17	18	12	13	14	15	16	17	18	
19	20	21	22	23	24	25	19	20	21	22	23	24	25	
26	27	28	29	30	31		26	27	28	29	30			
						10							17	

**Student and Teacher Calendar Days**

Student School Days	179
Teacher Work/In-service	11
<b>Total Teacher Work Days</b>	<b>190</b>

**Calendar Key**

- = Workday/Inservice: No Students
- = School Holiday
- = End of Quarter
- = Extended Workday
- = Student Minimum Day

Teachers remain on campus during work/development days.

**School Dates to Note:**

**Important Dates**

Aug 24 First Day Students	Feb. 13 End 1st semester grades 7-12
Sept 30 Open House	Mar. 21 End trimester grades jk-6
Oct 19 ISG Virtual Day	Apr. 20-21; 24-28 SAT 10 Tests
Nov. 3 End quarter grades 7-12	Apr. 26 End 3rd quarter grades 7-12
Nov. 10 End trimester grades jk-6	Jan. 16 Graduation
Nov. 17-18 P.T. Conferences	Jan. 23 Last Day Students

**Teacher Workdays/Staff Development: No Students**

- Aug 17-19; 22-23 Teacher Inservice
- Nov. 18 P.T. Conferences
- Jan. 9-10 Teacher Inservice
- Feb. 15 - Grade Day

**Teacher Extended Workdays:**

- Sept. 1, Sept 30 Open House/ extended work day
- Oct. 6, Nov. 2, Jan. 12, Feb. 2, Mar. 2, Apr. 6, May 4, June 10

**Holidays**

- Sept. 15-23 Eid Holiday
- Oct. 28 No School
- Nov. 28-30; Dec. 1-2 Eid Holiday
- Dec 19-30, Jan 2-6 Winter Break
- Feb. 10 No School
- Mar. 24; 27-31 NESA Conf.- Spring Break
- May 12-15 No School

**Student Minimum Days**

- Nov. 11, Jun. 23

**Student Days Per Quarter and Trimester**

First Quarter	45	50	First Trimester
Second Quarter	44	61	Second Trimester
Third Quarter	45	65	Third Trimester
Fourth Quarter	45		
<b>Total Student Days</b>	<b>179</b>	<b>179</b>	

# HANDBOOK CHANGES

The principal may amend the handbook at any time.

Amendments will be published on the YIS web site and incorporated into the next year's handbook.

Last revised: January 17, 2010



# Celebrating Our 30<sup>th</sup> Year in Yanbu

*Empowered with academic excellence, we at  
Yanbu International School are lifelong learners  
committed to lead with integrity*



ACCREDITED BY MIDDLE STATES ASSOCIATION  
OF COLLEGES AND SCHOOL

