

PARENT HANDBOOK



SECONDARY SCHOOL
2024 - 2025

BE KIND. BE GREAT. BE YOU.



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PRINCIPAL'S NOTE

It is with immense pleasure and pride that I welcome you to South View School!

Who are we? We are a true community school in every sense of the word, located in the heart of Remraam. Our school is a vibrant and diverse tapestry, woven from the rich experiences of over 89 nationalities. We celebrate this diversity, recognizing it as one of our greatest strengths. At South View, we are committed to being true to ourselves and to the community we serve.

We focus on nurturing the unique potential within each of our students, enabling our students to turn their passions into professions and to equip them with the skills, knowledge, and confidence to be truly world-ready.

At the heart of South View is a culture of support, happiness, and togetherness. We believe in the power of community – a community where everyone feels valued, respected, and empowered to thrive. Our ethos is encapsulated in our guiding principle: **Be Kind, Be Great, Be You**. This is not just a slogan; it is a call to action for every member of our school – students and staff alike.

As the school Principal, my aim is to continually improve the quality of our education here at South View by remaining authentic, staying true to the values of the remarkable community we serve and to the dedicated community of staff I work with every day.

If you have any further questions, please contact us via reception@southview.ae and we will direct your enquiry to the appropriate place. We are delighted you are joining us this year at South View School.



NAOMI WILLIAMS
Principal



CURRICULUM

Students at South View School follow a broad and rich curriculum, which maintains a significant degree of consistency with other British Curriculum schools around the world. This enables us to ensure a continuity of study for all of our students.

The academic programme is based on the National Curriculum for England, delivered in English, and adapted to take into account our international context and local circumstances. Arabic is an important language for all of our students to learn and Islamic Studies is delivered to our Muslim students, as directed by the Ministry of Education.

South View School is committed to ensuring that the 'whole child' progresses, and so we do not focus only on the academics. Our student-centered approach nurtures the individual abilities of our students; students are taught to utilise their own initiative and innovation and to actively participate in the learning process in a reflective and evaluative way.

Our Year 7 to 13 students are taught by a range of British Curriculum specialists, using various assessment methods, both summative and formative to ensure solid progress. The school recognises the importance of KS3 as the preparation for IGCSE and A Level programmes that will follow for SVS Students.

OUR VISION AND MISSION



OUR VISION

To be a leading British curriculum school in Dubai offering the highest quality education for students of all nationalities and abilities, at a competitive price in a unique, innovative, and inclusive learning community.

OUR MISSION

- Deliver challenging, stimulating, and relevant learning experiences for our pupils that are engaging, fun, and add value to individual character and skills.
- Foster and grow the spirit of internationalism, perseverance, integrity, tolerance, empathy, kindness, ambition, and happiness in our students.
- Develop strong social vision and responsibility in our pupils enabling them to positively impact their current and future communities.
- Embrace local values and the UAE National Agenda to develop a sense of pride in the UAE as our home or second home.
- Encourage and develop confidence, curiosity, creativity, innovation, independent thought, and entrepreneurship in the pursuit of learning excellence.
- Engage with and excel in utilising current pedagogies and global, quality educational practices.
- Create and develop a holistic, robust nurturing pastoral framework focusing on positive mental health and a healthy, balanced lifestyle.
- Recruit the highest quality staff who are able, innovative, energetic, and who champion each child in their care.
- Promote close working relationships with pupils, parents, and stakeholders as a matter of routine.
- Be obsessive about the details.

ACADEMIC CALENDAR

WINTER TERM (TERM 1) 2024

Induction Day for new students	Friday, August 23
First Day of Term	Monday, August 26
Prophet Muhammad's Birthday	Sunday, September 15*
Half Term	Monday, October 21 - Friday, October 25
Commemoration Day	Sunday, December 1
National Day weekend	Monday, December 2 - Tuesday, December 3
End of Term	Friday, December 13

SPRING TERM (TERM 2) 2025

First day of Term	Monday, January 6
Half Term	Monday, February 17 - Wednesday, February 19
Ramadan begins	Friday, February 28*
End of Term	Friday, March 21
Eid - Al - Fitr	Sunday, March 29 - Tuesday, April 1*

SUMMER TERM (TERM 3) 2025

First day of Term	Monday, April 7
Eid - Al - Adha	Thursday, June 5 - Sunday, June 8*
End of Term	Thursday, June 26
Islamic New Year	Friday, June 27*

***Actual dates are subject to change due to lunar sightings or government order.**

CLASS TIMINGS

Classes for Term 1 of Academic Year 2024 - 2025 will begin **Monday, 26th August**. We have many new families joining us this year, and our teaching staff are well prepared to support your child as they transition into their new environment and return to a new year group.

Registration Period is from **07:50 AM - 08:10 AM**. The class timings for each year group are:

Year 7 - 13 **08:10 AM - 03:35 PM**

DAILY DROP-OFF

The below information is subject to change and any updates will be communicated swiftly.

Gate Timings **07:15 AM - 08:00 AM**

Year 7 - 13 students proceed to their form rooms at **07:40 AM**. Students can wait in the quad / canteen until then.

STATIONERY LIST



All students should bring the following items into school from their first day:

YEAR 7 - 13

- Reusable water bottle clearly labelled with the student's name.
- Lunchbox clearly labelled with your student's name if they are not using the school canteen's pre-paid meal service. Children with packed lunches also need their own cutlery.

Desired Equipment

Students should also bring the following equipment:

- Planner (supplied by the school)
- Pencil case
- Pens
- HB pencils, sharpener, eraser
- Ruler

STATIONERY LIST

- Colouring pencils
- Highlighter pack
- Glue stick
- Pack of black pens for writing
- An advanced calculator, such as the Casio Fx-MS
- Geometry set, including protractor, set square, and compass.
- Device and charger (Please note, a mobile phone is not classified as a device and we are a mobile- free school between the hours of 07:30 AM and 03:35 PM.)
- Headphones

LAPTOP REQUIREMENTS

SVS is a BYOD (Bring Your Own Device) school. These are used regularly in class alongside school technology resources. The focus of this initiative is digital citizenship, which is the responsible use of technology. Your child will learn digital skills, ethics, etiquette, and online safety. These are important aspects of participating in today's world.

YEAR 7 - 13

You can choose any educational Windows or Mac laptop for your child. The following specification is the minimum requirement:

- **Processor** - i7 or i5
- **RAM** - 8GB or more
- **Screen size** - 11" / 12" / 14"
- **Hard disk** - SSD card (256 GB or above)
- **Operating System** - Windows 10 Home / Pro (Window S mode is not allowed)



The minimum requirement for the laptop is specified, though parents may choose to upgrade to a higher configuration if desired. Students are not permitted to bring other devices, such as iPads, into school. However, iPad Pros that meet or exceed this specification are allowed, provided they are accompanied by a connecting keyboard.

LAPTOP REQUIREMENTS

Laptops must be fully charged each day prior to arriving to school. Headphones are also required for class sessions.

The school has multiple systems in place to ensure the safety of devices and accessible content, including firewalls, blocked sites, and digital safeguarding measures. We request that parents ensure there is no active or installed VPN on the student's device.

If you have any questions, please contact itsupport@southview.ae

COMMUNICATIONS AND MARKETING

The school's **Engage** system is used to send out all administrative information, including information on holidays and school trips.

SOCIAL MEDIA

At South View School, we have a very successful social media following on Facebook, Instagram, LinkedIn, YouTube, and X. You may follow us to get daily updates and happenings at SVS.



[@southviewschooldubai](#)



[South View School Dubai](#)



[South View School Dubai](#)



[South View School Dubai](#)



[South View School](#)

Social Media is a big part of South View School. We request all our parents adhere to all UAE social media networking laws. Parents are highly encouraged to read and/or participate in school social media activities. Parents assisting with classroom activities should not make use of social media sites while involved in such activities.

We use social media to connect and communicate with the South View School Community to provide up to date information about current and upcoming events, share stories, current events, news and achievements with our school community and to engage with community members, prospective parents and other stakeholders.

COMMUNICATIONS AND MARKETING

South View School acknowledges and recognises the influence of social media, as well as the rights of individuals to actively participate in the undertaking of such activities. South View School encourages parents to set and maintain high ethical standards in their use of social networking. We ask that you be respectful of the opinions of others. Your posts and comments should help build and support our positive school community and uphold the high standard of our school's public image.

GENERAL GUIDELINES IN SOCIAL MEDIA USAGE

- By following the South View School social media platforms, you agree to abide by the South View School Code of Conduct.
- Only the Principal is permitted to introduce the use of new social media sites on behalf of South View School.
- South View School's parents are personally responsible for the content that they post, share and respond to online. When posting online, all information is considered representative of your views and opinions and NOT those of South View School.
- Media permissions relating to the use of students' images will be gained on enrolment and updated when required.
- Information will be updated regularly.
- All comments will be monitored.
- Inappropriate comments will be removed.
- Online comments are NOT private. Information, internal school discussions, or specific information about students, staff or other parents should not be shared. When interacting, even on the strictest settings, parents should act on the assumption that all postings are in the public domain. South View School encourages parents to set and maintain high ethical standards in their use of social networking. Staff, parents and students reflect a diverse set of customs, values and points of view.

COMMUNICATIONS AND MARKETING

- Be respectful of the opinions of others in your posts and comments. Under no circumstances should offensive comments be made about students, parents, or staff nor the school in general. Posts and comments should help build and support the school community.
- Consider carefully what you post through the comments. Ethnic slurs, innuendos, profane or threatening language is not acceptable.
- Facebook users who have 'liked' our page are able to comment on the school's posts and on comments posted by other users.
- Users are not able to author a post of their own.
- Users are not permitted to load media such as videos or photos as comments.
- South View School does not endorse students under the age threshold of 13 creating their own social media accounts. The school encourages parents to share our page with students through their accounts and use this to model appropriate communication through social media.
- The school encourages users to provide positive and constructive feedback and comments. Concerns can be addressed by contacting the school directly. This will ensure they are dealt with in a timely and appropriate manner. Please contact the office, email reception@southview.ae or speak to your child's teacher.
- Identifying photographs of students are not to be posted / shared.
- You may use the names of adults in posts and the first name of students only to acknowledge someone's great work or achievements.
- South View School wishes our social media platforms to be used to build school spirit and a positive school and community.
- South View School reserves the right to remove any content it deems to be in breach of the South View School Code of Conduct. This includes discriminatory, illegal, obscene, or misleading / fraudulent comments, spam or any content which may break intellectual property laws.
- Failure to comply with the above may lead to your account being blocked from the South View School's social media pages.

COMMUNICATIONS AND MARKETING

PHOTOGRAPHY AND VIDEOGRAPHY CONSENT

South View School uses social media platforms to share updates about school events, student achievements, class photos, information about upcoming events, and other school-related activities. Consequently, photos and videos of SVS students are shared on these platforms.

If you allow your child's photos and videos to be used, you will be agreeing to the following:

- Allowing the photos and videos to be uploaded to South View School's social media platforms, including Instagram, Facebook, LinkedIn, YouTube, and X.
- Allowing the photos and videos to be used on the South View School website.
- Allowing the photos and videos to be included in the school's communications, which consist of newsletters, parent handbooks, presentations, and flyers.

If you don't consent to this, please inform our Admissions team at admissions@southview.ae

If you don't consent to the use of your child's photos and videos, they will not be used for any purpose or uploaded on any of our social media platforms. This includes exclusion from group photos, class photos, solo photos and videos, any achievements of the student, and photos and videos of school activities, events, and trips that are uploaded on social media and / or used for any of the above mentioned purposes.

If no response is provided, either granting or withholding consent, South View School will assume that consent is not given, and your child will be added to the 'no consent list'.

CONTACT DETAILS

Please ensure that we have the correct and up-to-date contact details for you at all times. If your email address, phone number, or location address changes at any time, please email reception@southview.ae with your new details.

For all **accounting / finance queries**, please contact accounts@southview.ae

For all **admissions queries**, please contact admissions@southview.ae

For any queries, questions, messages of thanks or concerns, parents should contact the class or specialist teachers in the first instance, as they are often best placed to address these. If required, class teachers will escalate some aspects to the Head of Year or the Senior Leadership Team.

PAYMENTS

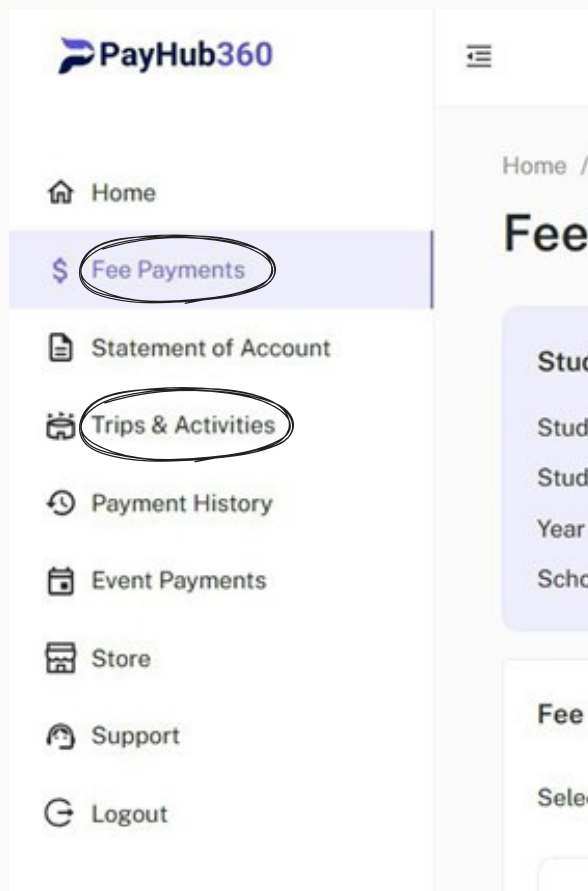
Payments for tuition fees, along with payments for all trips and events, is done through **Payhub360**.

You can log in to PayHub360 using the email address registered with the school. The general password is **“school”**. If you have changed your password and need assistance, you can click on the “Forgot Password” option to reset it.

PayHub360 Link: <https://payhub360.com/>

- Once logged in click on **Fee Payments** to pay the tuition fees.
- Click on **Trips & Activities** to get the payment link.

If your email is not registered, kindly contact our Accounts department to update the system. For any further issues, please feel free to contact accounts@southview.ae



KHDA REGISTRATION

Students can only attend school in the new academic year if they are registered in the KHDA (Knowledge and Human Development Authority) School System and parents have signed the Parent-School Contract. The school will facilitate this on your behalf once the relevant documents are provided.

We will need the required documents at least 3 weeks before the start of the school. This includes:

- Copy of the birth certificate of the child
- Copy of passport for student and parents
- Copy of the Residence Visa for student and parents
- Copy of the Emirates ID for student and parents
- School Transfer Certificate
- Transfer Certificate / Letter – Students enrolled in UAE schools should have a transfer certificate from their previous school. This is a mandatory requirement for students in all grades.

New students from outside Dubai and entering Grade 2 / Year 3 and above must have a transfer certificate from their last Grade / Year of enrolment. If this certificate is from another country, endorsements, and ratifications must be provided according to the table below:

STUDENT TRANSFERRING FROM	ATTESTATION REQUIRED
Another school within Dubai	A KHDA Student Transfer Certificate from your current school. No further attestation is required (120 AED).
Another emirate within UAE	A KHDA Student Transfer Certificate from your current school. No further attestation is required (120 AED).
GCC Countries	<ul style="list-style-type: none">• School Principal's signature and school stamp• Attestation by the Ministry of Education in the GCC Country.
North America, Western Europe and America	School Principal's signature and school stamp.

KHDA REGISTRATION

Middle East (excluding the UAE), South and Central America, Asia, Russia and former Russian states, Eastern Europe, Africa, and New Zealand

- School Principal's signature and school stamp
- Attestation by the Ministry of Education in the country of origin
- Attestation by the UAE Consulate or Embassy on the origin country OR by the Ministry of Foreign Affairs in the UAE

If the documents are not complete, we may accept the student on condition of an undertaking letter being signed by the parent to provide the missing documents within 1 month.

Failing to provide the necessary documents will hinder your access to your child's report card and/or any other official documents related to your child's enrollment/registration at school.

If you have any queries regarding any of the documents mentioned above, please contact admissions@southview.ae

SCHOOL CAFETERIA: THE CONSERVATORY

South View School's cafeteria provides healthy school meal options to students at an additional cost. Menus will be available to parents throughout the school year. We request that all students bring a water bottle to school each day regardless of whether they are purchasing from the canteen or bringing food from home. South View School promotes healthy eating, and we encourage parents to help us in our aim. When providing a packed lunch, please include only healthy food choices.

Our cafeteria is open from **7:00 AM to 4:00 PM**.

COFFEE IN THE CONSERVATORY

We encourage our community to share and enjoy our facilities as often as possible. Parents are welcome to use the school canteen at the below times:

08:00 AM - 08:45 AM

Parents wishing to socialise after drop-off can use the school canteen at these times. We politely ask that they arrive just before 08:00 AM, to ensure parking outside the school is maximised for school drop-offs.

02:45 PM - 03:35 PM

Parents who have students in Primary and Secondary may wish to collect their child in Primary at 02:45 PM and then wait with them in the canteen for the 03:35 PM Secondary pick- up time.

HEALTHY EATING POLICY

A balanced diet is important for good health. It is recognised that there is an important connection between a healthy diet and a pupil's ability to learn effectively and achieve high standards in school. South View School recognises the value of promoting healthy eating habits and the important role this plays in the prevention of illnesses therefore enabling students to achieve their full potential at school.

The Healthy Eating Policy at SVS reflects the medical, ethical ,allergenic, and religious requirements of pupils and staff. South View School has a strict **NO NUTS** and **NO PORK** policy, and this must always be adhered to.

MEDICAL POLICY

South View School is committed to providing the very best health care for our pupils. We have full-time DHA licensed Nurses and Doctor within the school clinic located by the side of the administration block.

SCHOOL CLINIC

When a child visits the clinic, they will be registered and assessed by the medical team and appropriate treatment and advise will be administered. You are welcome to contact our medical team to discuss any health concerns you may have regarding your child by visiting the clinic or emailing clinicgroup@southview.ae

Should a student visit the clinic, the parents will be contacted by phone when necessary and a daybook log will be issued on Engage advising the parents of the assessment, treatment, and outcome as appropriate. As the phone is the primary mode of communication for the medical team it is important you inform the school of any changes in your contact details. Where a child is required to go home due to illness or injury the parents must collect their child as a matter of priority. Please note we cannot put a child that is ill or in distress on a school bus.

INFECTION AND ILLNESS POLICY

South View School aims to prevent the spread of infection and illness among students. Students must feel well enough to participate in school in order to learn effectively to gain the most out of the school day. Students recover more quickly at home with adequate rest, nutrition, and hydration. A child returning to school who has not fully recovered not only exposes other students to the illness, but it also delays their own recovery time. If a child is diagnosed with a communicable infection, the medical team must be notified at the earliest.

MEDICAL POLICY

GENERAL EXCLUSION PERIOD

- A fever is considered a temperature greater than 37.5C, a child with a fever will be sent home.
- A child may return to school after they have been free from fever for 24 hours without the use of antipyretics such as paracetamol.
- A child who has diarrhea or vomited in the previous 24 hours must stay at home.

SCHOOL TRANSPORTATION

We currently have school transportation running to most areas across Dubai. If you wish your child to ride on the school transportation please contact transport@southview.ae for further details. Applications are on a first come first serve basis and are subject to seat availability. Once the forms have been processed, you will receive your preliminary bus timings. If you agree to these timings, you will then be sent an invoice for the agreed service.

It is very important that you do not submit payment until you have received the proposed timings and invoice as this is a non-refundable payment. If your child is sick and will not be attending school on that day, we request you to message or call the bus assistant a minimum of 30 minutes prior to designated pick-up time.

CHANGE OF ADDRESS

If there is any change of address, please email transport@southview.ae and inform us of the exact location. Our transport team will then advise new pick-up and drop-off times. If the change of timings impacts any of our other students, we will require 5 working days to amend pick-up and drop-off if possible.

SCHOOL UNIFORM

Uniforms and PE kits must be purchased from **Sumeru** store in J3 Mall. Shoes can be bought elsewhere but have to comply with our footwear requirements detailed below.

For more information please visit <https://shopatsumeru.com/>

YEAR 7 - 11

- Girls and boys should wear white SVS-branded shirts with SVS ties in their corresponding house colours.
- Girls have the option of dark grey trousers or dark grey knee-length skirts.
- Boys have the option of dark grey trousers or dark grey shorts (shorts option available only for Year 7 – 9 students).
- Girls and boys can wear SVS jackets and jumpers.
- Boys must wear plain black socks.
- Girls can wear plain black or plain white socks.
- Approved shoes are detailed on the following pages. Shoes should be formal in style and black in colour; training shoes or other casual wear are not permitted.

SIXTH FORM (YEAR 12 - 13)

Sixth Form students don't wear the regular uniform. Instead, they wear approved smart business attire*. See the guidelines on the following pages for full information.

*Attire is subject to the discretion of the Head of Sixth Form, in consultation with the Head of School.

PE KITS

- SVS-branded PE top
- SVS-branded PE shorts
- Trainers with non-marking sole (any colour)
- White sports socks

SCHOOL UNIFORM

SQUAD KITS

- Customised grey and yellow t-shirt / top
- Black SVS customised shorts

The PE team will provide details on the requirements upon your child's selection to the squads. The squad kit can be purchased at South View School's Finance Counter (located next to the Reception).

ACCESSORIES

- SVS Cap: Non-SVS branded caps or hats are not allowed
- PE / Swim Bag: Optional. Students may buy their own bags

For more information on the school uniform, please visit:

<https://shopatsumeru.com/>

Location of the Sumeru Store :

<https://www.google.com/maps/dir//J3+Mall+-+Al+Wasl+Rd+-+Al+Manara+-+Dubai/@25.1470821,55.1402959,12z/data=!4m8!4m7!1m0!1m5!1m1!1s0x3e5f6bc9556a7efb:0xd9c9dc36a5fa3784!2m2!1d55.2103362!2d25.1470986?entry=ttu>

SCHOOL UNIFORM

SECONDARY SCHOOL UNIFORM POLICY (YEAR 7 - 11)

	STANDARD	ALLOWED	NOT ALLOWED
Shirt and tie	SVS school shirt and tie from Sumeru.	Tie worn so that SVS logo is visible.	No other variations. Stained clothing.
Trousers	SVS school trousers from Sumeru.		No other variations allowed.
Skirt	SVS school skirt from Sumeru.	Knee length.	Hems taken up above the knee; No other variations allowed.
Shorts	SVS school shorts from Sumeru.	Year 7 - 9 only.	Not allowed for Y10 - 11; No other variations allowed.
Jumpers and jackets	SVS branded from Sumeru.		Year 6 hoodies are not part of the secondary uniform; No other variations allowed.
Shoes	Plain black leather school shoes.	See below for options.	<ul style="list-style-type: none"> • Trainers • Suede shoes • Canvas shoes • Patterned shoes • Heels • Coloured Laces
Socks	<ul style="list-style-type: none"> • Plain black socks for boys. • Plain black or white socks for girls. 	<ul style="list-style-type: none"> • Black socks with trousers. • Black or white socks with skirts and shorts. 	Any other colour socks.
Hats	No hats when inside.	SVS branded caps when out in the sun.	Hats of any description.

SCHOOL UNIFORM

Hair	Neat and tidy at all times and a natural colour*.	Hair may be worn down, provided it is neat and tidy*.	<ul style="list-style-type: none"> • Overly excessive hair accessories. • Black socks with trousers. • Black or white socks with skirts and shorts. • Unnatural colours • Excessive, unmaintained facial hair for boys*.
Makeup	No visible signs of makeup or nail varnish.	Foundation or other face makeup that is flesh-coloured and not noticeable.	<ul style="list-style-type: none"> • Coloured makeup or any makeup that is immediately noticeable. • Nail varnish of any colour including clear and / or French nails.
Jewellery and tattoos	Some jewellery is allowed (as outlined).	<ul style="list-style-type: none"> • 1 pair of stud earrings (1 in each lobe). • 1 watch. 	<ul style="list-style-type: none"> • Nose piercings. • Any other visible piercings other than one per lobe. • Bracelets. • Ankle bracelets. • Visible necklaces / chains. • Tattoos of any kind.

*At the discretion of the Head of Year and / or Assistant Head - Pastoral.

SCHOOL UNIFORM

ACCEPTABLE FOOTWEAR - GIRLS



ACCEPTABLE FOOTWEAR - BOYS



UNACCEPTABLE FOOTWEAR



SCHOOL UNIFORM

SIXTH FORM UNIFORM POLICY

Students are expected to present themselves smartly and in the spirit of the school culture in 'approved business attire'. Sixth Formers are role models for younger pupils and the way they dress is very important to the whole school. Expectations are based around the type of clothes and appearance that would be accepted in the workplace.

COMPULSORY ITEMS AND COLOUR GUIDELINES

Trousers, skirts, dresses, jumpers and blazers: Either plain / solid colour only (black, grey, navy), or predominantly black, navy or grey with an understated pattern.

Shirts: White / cream / pale / pastel colours only, either plain, with a light stripe, or understated, traditional pattern.

MALE STUDENTS

- Collared shirt, short or long sleeved, suitable for wearing with a tie, to be tucked in.
- Smart full-length trousers
- Plain black / brown formal leather or leather style shoes

FEMALE STUDENTS

- Smart formal blouse or collared shirt, short or long-sleeved but not sleeveless, with a fairly high neckline.
- Smart full-length trousers.
- Smart shirt, knee-length or below the knee.
- Dresses, with capped, short or long sleeves and a fairly high neckline, knee length or longer.
- Plain black / brown formal leather or leather style low-heeled* or flat shoes.

OPTIONAL (MALE / FEMALE)

- Tie - solid coloured or with an understated, traditional pattern
- Plain belt with modest buckle
- Long-sleeved jumper or cardigan, finely knit
- Jacket or blazer

SCHOOL UNIFORM

JEWELLERY, PIERCINGS, MAKEUP, AND HAIRSTYLES








- 2 pairs of stud earrings – two per ear maximum.
- 1 plain bracelet, 1 plain necklace, 1 ring, and 1 watch.
- Makeup should be subtle and natural, and nail varnish may be worn but the colours must be subtle and natural*.
- Hair should be neat and tidy at all times, and hair colour should be natural.

NOT ALLOWED

- Tight fitting or revealing items.
- Jeans/denim, or denim-like material.
- Lycra or other stretchy materials.
- Skinny trousers.
- Cropped or $\frac{3}{4}$ length trousers.
- Skirts above the knee or excessive skirt slits.
- Bare midriffs and off-the-shoulder tops.
- Blouses with low necklines, slits or cut-outs.
- Polo, sports or sweat shirts.
- Bold stripes, checks or patterns.
- Rolled-up sleeves.
- Tops of ties displaying large logos, emblems, lettering or slogans.
- Metallic - coloured zips.
- Trainers or patterned shoes
- Embellishments on shoes such as metal bars
- High heels
- Overly excessive hair accessories
- Visible undergarments
- Tattoos
- Prominent nose or cartilage piercings

*It is the Head of Sixth Form's discretion on what constitutes appropriate.

SCHOOL LANYARDS AND THEIR MEANINGS

	<p>Staffs</p>
	<p>Parents</p>
	<p>Students</p>
	<p>Home Alone Students</p>
	<p>Contractors</p>
	<p>Visitors</p>
	<p>Visiting Inclusion Professionals</p>

LOST PROPERTY

Any item that is lost will be placed in the 'lost property' box, generally situated in the school's quad area. Students and parents are encouraged to check the lost property box if they realise any of their items have been misplaced. Periodically (end of each term), the lost property box is emptied, and items will be discarded, or clothing will be washed and kept in the clinic for emergencies.

Any food items, lunch boxes or water bottles found will be thrown away at the end of each week should they not be claimed. The school strongly discourages students from bringing large amounts of money or personal valuables to school. The school cannot assume responsibility for loss or damage to personal property brought to school.

ATTENDANCE AND PUNCTUALITY

South View School believes regular attendance is crucial in raising standards of education, ensuring that every child can have full access to the school curriculum. Student absenteeism and tardiness can hinder the school's ability to deliver effective educational services, impact the achievements of students who are frequently absent or late, and disrupt the learning experiences of their peers.

South View School endeavours to promote a culture and ethos which encourages very good attendance in which each student feels valued, safe, and secure. Students need to develop and maintain good habits of regular attendance and punctuality if they are to make the best of their time at school.

South View School's aims of attendance are:

- To encourage swift and prompt arrival to school
- To encourage regular attendance
- To ensure that routines are in place for monitoring attendance for early indication of any difficulties.
- To provide support, advice and guidance to parents / guardians and pupils
- To improve / maintain the overall attendance at South View School

ABSENCE

To report an absence, you will need to either:

Call 045897904: Provide your child's name, class, and reason for absence.

Email absence@southview.ae: Provide your child's name, class, and reason for absence.

If your child is absent from school without the parent informing the school, the school will call the parents to find out why the child is absent on the first morning they are registered as absent. Please see the medical policy for advice from the nurse regarding sickness and absence expectations.

STUDENT SUPPORT

INCLUSION DEPARTMENT

At South View School, we welcome students with different academic backgrounds and abilities. We aim to provide a fully inclusive learning environment, where all students are treated as valued members of the school community. Our Inclusion Department is positioned in the heart of the school to reflect our inclusive philosophy and approach.

For students with an identified need or a barrier to learning, an Individual Education Plan (IEP) is created, identifying key targets that are reviewed on a termly basis. Parents play an integral role in the target setting process and are fully involved in all areas of their child's learning.

Appropriate provision is determined on an individual needs basis. We are committed to ensuring provision is accurately matched to a child's needs through regular review and assessment. Provision may include class support, targeted group interventions or one- to-one intervention with a member of the Inclusion Department.

South View School prioritises students having excellent educational experiences. In addition to quality first teaching and academic support, the school has a full-time counsellor to provide social-emotional support for students in a more confidential and intimate setting. The school-parent relationship is an important aspect of students accessing consultations with the school counsellor.

If you have any questions about the Inclusion Department, please contact Nicola Quick at nicola.quick@southview.ae

STUDENT COUNCIL

At South View School, we give our students the opportunity to develop their leadership skills by planning and delivering exciting initiatives through our Student Voice programme. The aim is to give students a voice which can be used to communicate their views, contribute to the school culture, and promote student wellbeing. Previous initiatives have included Odd Socks Day, Anti-Bullying Awareness, promoting healthy eating, student-led Wellbeing Assemblies, and student-led Transition Assemblies for Year 6 students.

All classes will be represented, and the application process will be shared with students during their first week of school.

If you have any questions about the student council, please contact Stuart Macpherson at stuart.macpherson@southview.ae

STUDENT BEHAVIOUR

At South View School we like to provide a learning environment which encourages our students to be responsible for their own actions. We promote core values, mutual respect, honesty, politeness, and the ability to distinguish between right and wrong. In partnership with our parents, we aim to develop self-worth in every child, and operate a positive behaviour policy at all levels. Details regarding our rewards and behaviour policy will follow.

LEVEL	EXPECTATIONS Students should:	OUTCOMES
Level 1	<ul style="list-style-type: none"> • Be on time for lessons and display a positive attitude towards learning. • Be respectful towards students and staff (potentially Level 1 Accumulation outcome). • Be in the correct school uniform with all the equipment required for that day (form teacher). • Use the toilets at appropriate times (form, break or lunch). • Not gather in groups. • Have mobile phones switched off in bags or lockers. • Hand homework in on time and meet deadlines. • Refrain from eating outside of break and lunch times. • Refrain from chewing gum. • Move quietly and safely through the corridors and stairwells. • Tidy up after themselves and refrain from dropping litter. 	<p>1 Behaviour Point on Engage.</p> <p>Potential ban from Astro / ECAs / Library that day.</p>
Level 1 Accumulation	3 x behaviour points per department in a half term.	<p>20-minute lunchtime central reflection with middle leader.</p> <p>Parents / guardians will be informed.</p>

STUDENT BEHAVIOUR

Level 2	<p>(6 x Level 1 behaviour points in a half term)</p> <ul style="list-style-type: none"> • Behave in a non-threatening way (verbal, cyber or physical) towards fellow students and staff (potentially Level 3 depending on the situation). • Respect all cultures and races (potentially Level 3 depending on the situation). • Respect the school's and other students' Teams, internet, and email access. • Respect school property. • Respect other students' and staff's property. • Always attend lessons when in school. • Only submit their own work (plagiarism). • Refrain from carrying any equipment relating to smoking and vaping. • Refrain from carrying any dangerous items and substances. 	<p>25-minute lunchtime central reflection with middle leader.</p> <p>Potential ban from ECAs / Squads.</p> <p>Parent / guardian meeting with HOY or HOD.</p> <p>Department report.</p> <p>Head of Year report.</p>
Level 2 Accumulation	<p>(9 x Level 1 behaviour points in a half term)</p> <ul style="list-style-type: none"> • Change their behaviour after Level 2 sanctions. • Refrain from smoking or vaping. • Submit their own work during examinations / assessments. • Persistent bullying / intimidating behaviour. • Truancy from school. 	<p>Whole lunch reflection with Head of Department (across department), Head of Year (across school).</p> <p>Parent / guardian meeting with Head of Pastoral.</p> <p>Potential after-school reflection.</p> <p>HOY or HOD report.</p> <p>Internal exclusion.</p> <p>External exclusion.</p>

STUDENT BEHAVIOUR

Level 3	<p>(Accumulation of 20 behaviour points)</p> <ul style="list-style-type: none"> • Using mobile phone to video on the school campus and post on social media. • Persistent bullying / intimidating behaviour despite Level 2 intervention. • Refrain from using racist language directed at a student or member of staff. • Possession and / or use of prohibited / illegal substances. • No or unacceptable effort to change behaviour from previous sanctions. 	<p>Parental meeting with Head of Pastoral and Head Teacher.</p> <p>Internal exclusion.</p> <p>Longer fixed day internal exclusion.</p> <p>Longer fixed day external exclusion.</p> <p>Official warning letter.</p> <p>Permanent exclusion / no reenrollment.</p>
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Form teachers will address morning punctuality, uniform, and general organisation.

Head of Year 7	Ms. Matharu
Head of Year 8	Mr. Cook
Head of Year 9	Ms. Rahilly
Head of Year 10	Ms. Hughes
Head of Year 11	Ms. Quick
Head of Year 12	Mr. Gavin
Head of Sixth Form	Mr. Burgess

EXTRA - CURRICULAR ACTIVITY PROGRAMME

The programme is made up of a combination of activities offered by South View staff and external providers catering for all students in the Primary phase. There is a wide variety of activities to choose from including sports, student service, arts, hobbies, pastoral and educational clubs. Each term, a new selection of activities to choose from will be offered to broaden the experience of the pupils.

THE RISING STAR AWARD

The Rising Star Award is a program designed to nurture and celebrate skills and present children with interesting tasks that support learning beyond the regular classroom curriculum. It is an excellent opportunity for children to develop new skills and build self-confidence while having fun. It will include life skills, cultural tasks, entrepreneurship, community, and citizenship activities.

To promote sustainability and improve tech skills, the Award is a digital app with a series of tasks to complete. These are monitored and approved by staff at school. Each task is age appropriate and has been written by a team of experienced educators. Participants will be able to upload videos, photos, and documents. The challenge will also have an evaluation with a certificate and either medal or badge for those who complete the tasks.

Students in **Year 7 and Year 8** will complete advanced tasks to receive their certificate and a special Rising Star Award badge.

DUKE AWARDS

Senior Duke is an award scheme aimed at **Year 7 and 8** students that encourages the development of valuable life skills in preparation for the Duke of Edinburgh Award from Year 9 onwards.

EXTRA - CURRICULAR ACTIVITY PROGRAMME

By taking part, students will:

- Develop their independence and confidence with new challenges.
- Become more resilient with increased perseverance.
- Consider a more holistic approach to the environment and community.

Further information will be shared with parents at the start of the academic year.

TRIPS AND EVENTS

The school offers a wide range of local educational and residential trips, as well as visiting production companies, inspirational guest speakers, and community events. We aim to communicate most of these before the end of summer break to avoid any hidden costs.



Trips for academic year 2024 - 2025 are:

Borneo: Year 7 - 11

Sri Lanka: Year 7 - 11

Azerbaijan: Year 6 - 11



www.southviewschool.com

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