

American Embassy School

New Family Orientation

August 2017



Welcome to AES

A very warm welcome to new students and families for the 2017-18 school year! New Family Orientation will be held on Monday, August 7, beginning at 9:00 am. (Please see the schedule below.) The first day of school is Tuesday, August 8 for Grades 6-12. For students in PK3 to Grade 5, there will be a "Getting to Know You" meeting with the classroom teacher on August 8, and the first day of school is Wednesday, August 9.

Elementary School

New Elementary School (ES) students and parents should arrive for orientation on **Monday, August 7 at 9:45 am. ES Orientation will be held in the Multi-Purpose Room 2 (MPR2) in the Peepal Bldg., 3rd Floor.** On Tuesday, August 8, all ES students, with parents, will have an appointment with their new teacher, as part of the ES "Getting to Know You" Day. All ES students will begin school on Wednesday, August 9 at 8:30 am; please note that students in PK3/PK4 will transition with a half-day from 8:30 am - 1:00 pm from August 9-11.

ES Principal
Dr. Nada Collins

ES Assistant Principal
Mr. Scott White

ES Counselors
Ms. Stephanie Graupmann (PK-Gr. 2)
Mr. Kevin Nelson (Gr. 3-5)

ES Counseling Secretary
Ms. Suomita Mukhopadhyay
+9111-2688-8854 Ext. 3425

Middle School

New Middle School students and parents will be contacted by the MS Counseling Office to set up a meeting with their counselor during the first week of August. Please contact the MS Counseling Secretary if you have not yet scheduled this meeting. **Orientation for new Middle School students and parents will be held on Monday, August 7 from 11:00 am-12:30 pm in the Hall of Peace (HOP).**

MS Principal
Ms. Karen Dunmire

MS Assistant Principal
Ms. Melissa Gamette

MS Counselors
Ms. Stephanie Hatten (Gr. 6, 7)
Mr. Jonathan Webster (Gr. 8)

MS Counseling Secretary
Mr. Lalit Kapoor, lk Kapoor@aes.ac.in
+9111-2688-8854 Ext. 3315

High School

New High School students will be contacted by the HS Counseling Office to set up a meeting with their counselor sometime during the first week of August. Upon arriving in Delhi in early August, new students will take their world language and math placement tests, and will build their class schedule with the counselor. **High School orientation for new students and parents will be held on Monday, August 7 from 2:00-4:00 pm in the AES Theater.**

HS Principal
Mr. Paul Johnson

HS Assistant Principal
Mr. Iftekhar Syed

IB/AP Coordinator
Ms. Teresa Hjellming

HS Counselors
Ms. Cristina Alcoz Zazu (A-H)
Ms. Anna Sattler (I-O)
Dr. Justin Walker (P-Z)

HS Counseling Secretary
Ms. Glenna Gomes
ggomes@aes.ac.in
+9111-2688-8854 Ext. 3215

Orientation Week

Saturday, August 5 (optional events)

- 9:00 and 9:45 am Parent-led Campus Tours, Gate 2
- 9:30-11:00 am Welcome Social sponsored by the Parent School Association (Main Gym)
- 9:30-11:00 am School IDs: Photos may be taken (required for students Grades 6-12 and all parents) (Main Gym)

Monday, August 7 - New Family Orientation

- 9:00 am Classrooms posted for all ES students
- 9:00 am-4:00 pm School Services Mela (Main Gym)
- 9:00-9:30 am Director's Message (Theater)
- 9:45-10:45 am Elementary School Orientation (Multi-Purpose Room 2, Peepal Building, 3rd Fl)
- 11:00 am-12:30 pm Middle School Orientation (Hall of Peace)
- 12:00 pm-1:30 pm Welcome Lunch (HS Multi-Purpose Room)
- 1:30-2:00 pm Director's Message (Theater)
- 2:00-4:00 pm High School Orientation (Theater)

Tuesday, August 8

- 8:30 am-4:30 pm "Getting to Know You" Meetings with Classroom Teachers for all ES students and parents
- 8:30 am First Day of School for Middle School and High School students, Grades 6-12
- 8:30-9:30 am PSA Informal Drop-In Coffee (BCR)

Wednesday, August 9

- 8:30 am First Day of School for Elementary School students, PK3-Grade 5
- 8:45 am PSA Welcome Coffee (BCR)
- 9:30 am PSA Meeting - All are welcome (BCR)
- 1:00 pm All PK3 and PK4 students are dismissed
- 2:30 pm Early Release for all students

Thursday, August 10

- 8:30-9:30 am PSA Informal Drop-In Coffee (BCR)
- 1:00 pm All PK3 and PK4 students are dismissed

Friday, August 11

- 8:45-10:30 am PSA presents "New to Delhi" and "Technology Introduction" (BCR)
- 1:00 pm All PK3 and PK4 students are dismissed

Monday, August 14

- 3:20 pm All PK3 and PK4 students are dismissed



Campus Tours

Parent volunteers will be offering tours on Saturday, August 5 at 9:00 and 9:45 am before the Parent School Association Welcome Social. Taking a short tour of the AES campus can do a lot to alleviate concerns, answer questions and calm nerves prior to the first day. These tours are geared toward Elementary and Middle School students and parents. High School students and parents will experience student-led tours during the High School Orientation session on Monday, August 7, but all are welcome to join the general campus tour as well.

This tour is not meant to show the children their classrooms and it is not a replacement for your child's official school orientation. It is only a brief introduction to the campus.

If your family is interested in participating in one of the campus tours noted above, please reserve your spot for a tour by sending an email to psa.welcome@aes.ac.in. All tours will begin at Gate #2 and end in the Main Gym, where the PSA Welcome Social will be held. It is important to register in advance and please bring photo ID to gain access to campus that day.

School Services Mela

All essential school services are available in one convenient location on Monday, August 7 from 9:00 am - 4:00 pm. The following departments will have representatives available to help you: Security for photo IDs, Business Office for payments, Technology Department (PowerSchool, devices), Parent School Association, AES Spirit Store for school supplies and other gear, Health Unit for the required Physical Health Forms, Bus Transportation Office, and the Food Services Office.

School IDs

Upon enrollment, parents, as well as Middle and High School students, will be issued a photo ID. This ID must be worn when entering and exiting the school premises. It is also linked to our cashless payment system at food outlets on campus. Photos for the official AES IDs can be taken on August 5 and IDs can be picked up at the School Services Mela on August 7. Photos can also be taken on August 7 and ID cards picked up on the first day of school. You will be required to leave photo identification at the gate in order to come onto campus until your AES ID is ready. Parents are welcome on campus anytime school is open.

Food Services

Lunch: AES offers an optional hot lunch program for all students. Elementary and Middle School parents are automatically billed for the annual fee unless otherwise specified by the parents. High School students use the cashless payment system linked to their ID card to pay for their lunch on an à la carte basis. Each division has its own cafeteria space. All students eat lunch together in their respective cafeteria, even if students bring lunch from home. High School students have the option to also eat lunch in the Breezeway or Tiger's Den Café.

Snacks: Elementary School students must bring daily a water bottle and a nutritious snack, such as fruits, vegetables, nuts, yogurt, cheese, etc. Please do not send carbonated drinks, gum, candy, chips or chocolate for snacks. ES students have two snack times daily - in the morning and in the afternoon. The drinking water on campus is safe to drink, and students can use any of the water fountains around campus. Please ensure that your child's full name is on their water bottle and lunch/snack container.

Middle and High School students also have the option to buy snacks on campus.

Dress Code

While AES does not have a school uniform, all students are expected to be clean, neat and properly dressed in a manner that is respectful to themselves and those around them. AES does sell school spirit wear (AES T-shirts, sweatshirts and other gear) in our Spirit Shop located in the Tiger's Den.

Elementary School students should wear comfortable clothes and running shoes on PE days. Middle and High School students will have a PE locker where they can keep running shoes and a change of clothes for PE class. You will need a swim suit as well during the swim unit.

In the Middle School and High School, dress code guidelines are outlined in the Student Handbook. Please refer to the specific points which define acceptable attire within our international school community.

School Supplies

ELEMENTARY SCHOOL: Students need a backpack with two compartments, one for a folder and library books and one for snacks. The backpack should be large enough to hold a 12" x 18" folder and library books. In order to avoid water damage to library books, we ask that the backpack have an outside pocket for water bottles. Please put your child's name on the water bottle. Elementary School students do not need to bring stationary items to school. All stationary/school supplies are provided for students in PK3-Grade 5.

MIDDLE SCHOOL: Required school supplies are either available at our on-campus school store or at local stationary shops. New students may also purchase supplies in their home country before coming to India. This would include: (1) a combination lock for the school locker, (2) headphones, stylus and protective case for the iPad Air, and (3) swimsuit for PE. Other items are available in the school store or in local markets in Delhi.

HIGH SCHOOL: There is no official supply list for any particular grade in the High School. All students need a combination lock for their school locker and students in Grades 9 or 10 will need a second combination lock for Physical Education classes. Combination locks are available for purchase in the school store (located in the Tiger's Den Café) which stocks all the school supplies students may need. On the first day of school, students should come prepared with a notebook and pen/pencil. Each teacher will let you know exactly what supplies will be needed for each particular class.

A graphing calculator (TI-84+) will be required for math classes. Recommended: TI-inspire CX (Be certain that it is NOT the CAS version as this version is not allowed for use on IB examinations.) These will be for sale in the AES store in August, but are cheaper if purchased in the US at about \$150. Also acceptable: TI-84 Plus (or TI-84 Plus c or TI-84 Plus Silver Edition). A limited number will be available in the AES store in August.



Also, each high school student will be issued a MacBook Air with a protective case. Appropriate clothing for PE is also required including: T-shirt, shorts, athletic shoes, and a swim suit for the swim unit(s).

Transportation

AES offers an optional bus service which serves South Delhi and Gurgaon. Registration for the bus service need not be done in advance. You may register for the bus once you arrive in Delhi or at the School Services Mela on August 7.

There are three afternoon bus runs for students returning directly home and for those participating in after-school activities. Buses leave AES at 3:45 pm, 5:10 pm, and 6:10 pm. For early release days on Wednesdays, buses will leave AES at 2:45 pm, 4:10 pm, and 6:10 pm.

Fees and Payments

Cashiers to make payments and add funds for point of sale purchases (used at the Tiger's Den Café, kiosks around campus and HS food purchases) are located in the Business Office (in the main Administration building). They will also be available at the School Services Mela on Monday, August 7.

Parent School Association (PSA)

There will be a **PSA Welcome Coffee**, followed by a **PSA Meeting**, on Wednesday, August 9 at 8:45 am in the Board Conference Room (BCR, which is next to the Admissions Office). All are welcome to both events, during which you will be able to meet many new and veteran families and hear more about the PSA. There are also **New to Delhi** and **Technology Information** presentations on Friday, August 11 at 8:45 am in the BCR to share some tips from seasoned AES parents about their Delhi experience and to learn more about how to navigate our systems at AES. A **PSA Information Mela** will be held on Thursday, August 24 from 8:30-11:30 am in the Hall of Peace. This event will feature a host of vendors and service providers to help you get more acclimated to Delhi.

If you would like to become involved with our Parent School Association (PSA) or need information regarding upcoming PSA events, please contact psa.welcome@aes.ac.in.

LINK Family Program

As you arrive in New Delhi over the next several weeks, we are sure that you may have many questions about AES and life in Delhi.

We are delighted to offer the PSA LINK Family Program to introduce and help acclimate new families to AES and Delhi. As a new family, you will be paired up with a "veteran" AES host family, which will serve as your "buddy." You will be contacted by your LINK family via email. If you

so choose, you and your LINK family can simply email each other over the summer holiday, meet before school begins, or even set up a playdate with your children.

Most importantly, the LINK family will be there for you to answer any questions that you may have about life in Delhi and about your transition to AES. We will try our best to pair your family up with current families living in the same neighborhood, speak the same language or have children in the same grades.



If you are interested in being linked with a current AES family, please email psa.welcome@aes.ac.in. This is a fabulous way to get quickly acclimated to AES and Delhi.



After-School Activities

The Elementary School After-School Activities (iPOP - Power of Passion) program runs on a quarterly basis for KG-Grade 5 for a nominal fee. Sign-ups are done electronically at the beginning of each quarter. Parents and students are informed about the sign-up process and the choice of activities via email during the first week of school.

In the Middle School, there are daily open activities after school with no registration process or extra fee. Almost all activities are "drop-in" and can be joined at any time. Information and updates for these activities are available in the weekly bulletin. In addition, there are competitive athletic teams in which the students can participate.

There are an abundance of High School clubs, teams and activities available to HS students, and these options run on a 3-season basis. Activity information is provided to students at the beginning of the year and prior to each sign-up period.

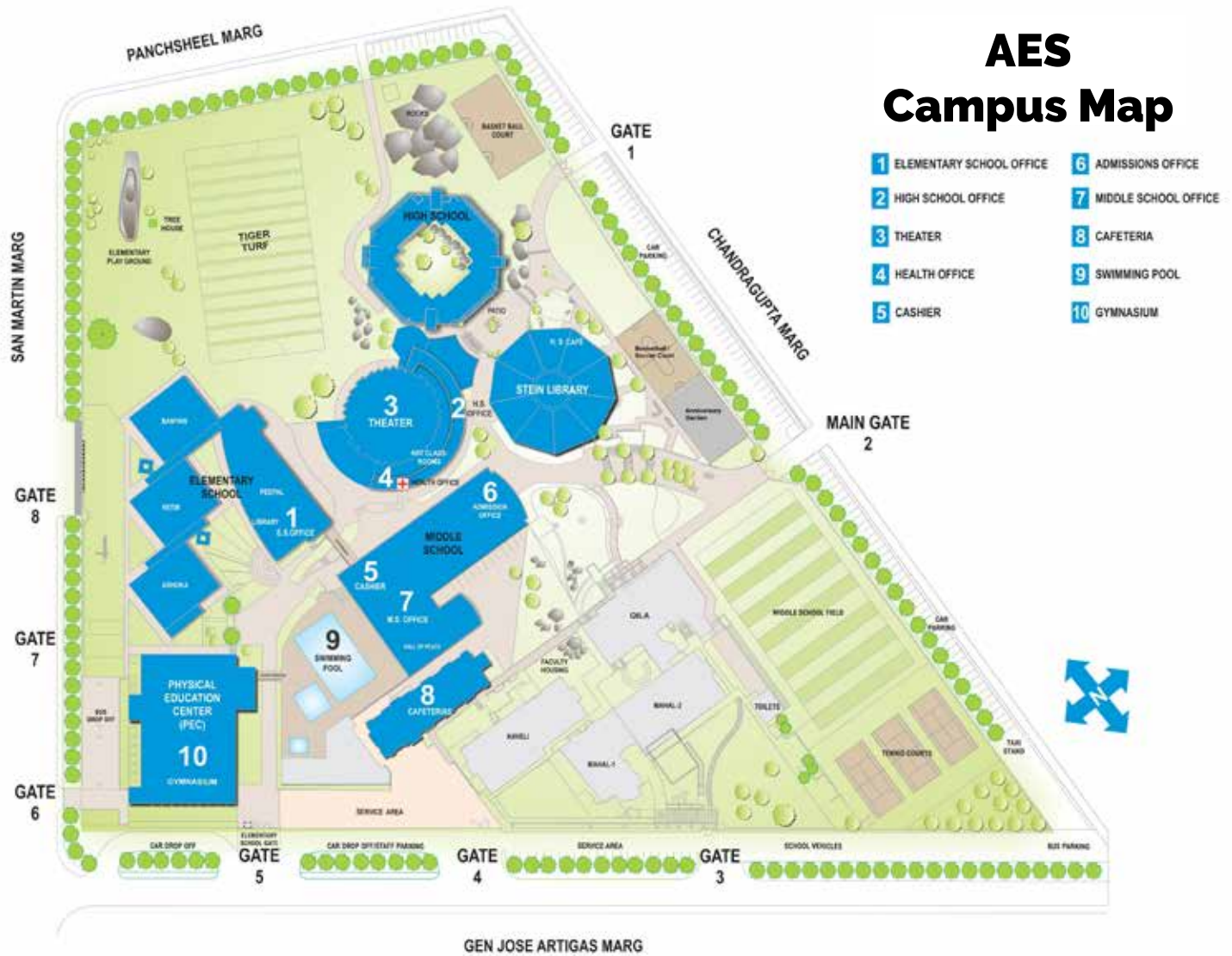
Updated Health Exam

If you have not already done so, please submit your child's completed AES Physical Health Exam (Form #3) to the AES Health Unit table at the School Services Mela. This form is different from the one you submitted with your child's application (Forms #1 and 2). We must receive this completed form (Form #3) for your child in order for him/her to begin school. If you have questions, please contact the Health Office at nurses@aes.ac.in.

Tiger Spirit Store

Located in the Tiger's Den Café, students and parents can purchase school supplies (e.g., notebooks, folders, combination locks, etc.) and optional Spirit gear (like T-shirts, bags, athletic wear) to get ready for the school year.

AES Campus Map



School Hours*

Elementary School**

PK3, PK4 and KG, 8:30 am – 3:20 pm
Grades 1-5, 8:30 am – 3:30 pm

Middle and High School

Grades 6 – 12, 8:30 am – 3:35 pm

Tiger's Den Cafe

7:15 am – 6:00 pm, Mon – Fri, 8:00 am – 2:30 pm, Sat

Elementary School Sood Library

8:00 am – 5:00 pm, Mon – Fri, 8:00 am – 12:30 pm, Sat

Middle / High School Library

8:00 am – 5:00 pm, Mon – Fri, 9:00 am – 4:00 pm, Sat

*Please note that all students will be dismissed early every Wednesday at 2:30 pm.

**Parents are welcome to bring students to school in the morning. There is supervision on the ES playground beginning at 8:10 am.



aes

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