MESSAGE FROM THE ADMINISTRATION:

Dear Parents,

Happy Friday! Today is not just any Friday, but the first Friday of the first full week of School Year 2015-2016! By the time you read this note, I shall either be in the gym watching our volleyball teams take on Faith Academy, or out on the HS and MS fields where our Soccer/Football teams will also be engaged in healthy athletic competition. Approximately once a quarter, we organize an event called Friday Night Lights and this Friday is our first for the year. This is a fun event and I encourage you to come and join the next time one is scheduled.

Earlier this week, we had the HS Parent Coffee, which focused on orienting new parents. The turnout was tremendous. We have never seen so many new parents in the HS! We had a very informative session, centered on the theme of communication. The next HS Parent Coffee will be on September 1st.

Next Tuesday is HS Open House, or back to school night for parents. I hope to meet as many of you as possible as you follow your child’s schedule and meet their teachers. The teachers will introduce themselves, outline the program and talk about expectations. Please see the letter below from Mike Dickinson for more information.

Again, I would like to wish everyone a very warm welcome to the new school year. Now, I need to run to the gym to catch the first serve!

Kind regards,

William Brown
HS Principal

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Dear Parents,

On Tuesday August 18th from 4:45pm to 8:10pm, the ISM High School will be holding its annual Open House evening. This is an opportunity for you to meet your son/daughters’ teachers in their regular classroom setting. It is a chance to put a face to a name and to learn a little about the courses that your son/daughter will be studying during this academic year 2015-16.

This evening is different to the Parent-Teacher Conferences (PTCs) that are held in October in that individual students are not discussed during Open House. During the evening, you will follow your son/daughter’s high school schedule, receiving a 10 minute “lesson” from each of their teachers, who will introduce themselves and their course.

A little closer to the time, I will email you with your individual schedule for the evening. Please bring your schedule with you, either printed out or on your mobile device. If you forget your schedule, we will have printing stations setup in the lobby of the FAT - however, bringing your schedule with you will save you time by avoiding the need to queue.

We look forward to seeing you on Tuesday, August 18th at 4:45pm in the Fine Arts Theater.

Regards,

Mike Dickinson
High School Assistant Principal
International School Manila
**HS CALENDAR:**

**Monday, August 17:**

**Tuesday, August 18:**
HS/MS Parent Coffee with Steve Money (see ad below)
HS Open House

**Wednesday, August 19:**
Student Late Start

**Thursday, August 20:**

**Friday, August 21:**
Ninoy Aquino Holiday – No Classes

**Saturday, August 22:**

**UPCOMING EVENTS:**

**August 31:** National Heroes Holiday- No Classes
**September 2:** Club Expo
**September 4-5:** Global Issues Network Manila (GINila)
**September 7-11:** Freedom from Chemical Dependency (FCD) Week

**CAMPUS CARD CORNER:**

Family Account vs. Individual Accounts
By default, your ISM Campus Account is a family account but you can request for individual accounts. Here’s how: Send an email to campuscard@ismanila.org and request for individual accounts of your children. Normally, the parents’ accounts are attached/linked to the youngest child’s account. If you wish to have a separate account from your youngest child, kindly include it in your email request.

For more information, visit: [http://campusonline.ismanila.org](http://campusonline.ismanila.org)

For questions/concerns, email: campuscard@ismanila.org

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**PCA Invitation to New Parents**

**MEET and GREET August 25**

Fine Arts Theater Lobby at 5pm - 8pm

Please note that this event is for parents only, no children.

RSVP: 840-8606 or alumni@ismanila.org by August 20 (Please look for Maica)

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**INTERNATIONAL SCHOOL MANILA PRESENTS**

**CAS AND SERVICE LEARNING WITH STEVE MONEY**

**MS/HS Parent Workshop**
August 18, 2015 (Tuesday)
9:15 AM @ Little Theater

**SIGN UP ONLINE!**

Or scan the QR Code:
FROM THE OPERATIONS & SECURITY OFFICE

Access and parking within the campus are important security and safety issues. For the well-being of all members of the ISM community, those entering the school campus are requested to take note of the information and procedures outlined below.

Parent IDs
The parent IDs issued since SY 2013/14 (black) will continue to be valid for the new school year. Standard parent cards will be issued free of charge. Parents may, however, elect to apply for a smartcard ID which will be usable with the cashless payment system introduced into the school for SY 2013-14. There will be a fee of P250.00 for a smartcard.

Applications for parent IDs can be processed through the Security Office.

Student IDs
All students will be issued with new ID cards at the beginning of the new school year. The cards will be compatible with the cashless payment system. There will be no need for returning students to visit the Security Office as we will be utilizing the photographs taken for the yearbooks.

School Passes
School passes issued to parents’ employees and representatives need to be replaced for this school year. As of August 31, 2015 the dark green bordered passes will be invalid.

The security office is now accepting applications for new school passes. These passes will not be compatible with the cashless payment system.

Each family will be given two free school passes. Additional school passes may be obtained after paying a processing fee of PhP100.00 each to the Cashier’s Office.

Visitors’ Passes
All visitors must secure a pass from the guardhouse at Gate 3. Before entry will be allowed, a telephone check will be made with the relevant office to confirm the visitor’s business within the school. Visitors will need to surrender a photo-ID upon entry to campus.

Car Stickers
The car stickers for school year 2015/2016 are available from the security office.

Starting school year 2015-16 parents will no longer be required to submit copies of the registration documents of their vehicles. They will instead be asked to confirm through the application form that the vehicle has minimum Third (3rd) Party Insurance, is legally registered and is fully compliant for operation on the roads under Philippine Laws. For those vehicles not registered in a parent’s name a letter of assignment will still be needed.

Each ISM family will be issued one vehicle sticker free of charge. Any additional stickers will be issued following payment of PhP100 to the cashier’s office.

In order to facilitate the easy recognition of authorized cars at the gates, the stickers should be affixed to the top right corner of the windshield. ISM stickers issued in previous years must be removed.

Vehicles not displaying a current car sticker will not be allowed regular access from September 1, 2015.

Vehicular Access
During drop-off and pick-up times, vehicles may enter the campus through Gates 2 and 3. Those entering through Gate 2 should proceed to the drop off area and, once the student has alighted or boarded, they should exit via Gate 1. Those vehicles entering through Gate 3 must turn into the covered parking area and use the designated drop-off areas. All vehicles must exit through Gate 1.

Please note that Gate 2 may only be used by those drivers and passengers who have an ISM ID card and who are in a vehicle displaying a valid ISM vehicle sticker.

Alternatively, vehicles entering through Gate 3 may park in the covered car park. The spaces reserved for parent-driven cars should only be used by those vehicles which are driven by parents themselves. Vehicles in which parents are traveling, but which are driven by a driver, should not use these spaces. Rather, they should park elsewhere in the covered car park or make use of the outside spaces next to the power center.

Visitors to ISM must enter through Gate 3. There is an area for short-stay visitor parking near Gate 1.

The Pedestrian Gate
The pedestrian gate is located in the perimeter fence mid-way between Gate 1 and Gate 2. There is a paved area between the road and the perimeter fence, allowing easy access to the gate. The pedestrian gate is solely for the entry of members of the ISM Community at the beginning of the school day. It will only be open between 7:00 am and 7:45 am (8:00 am to 8:45 am on Wednesdays).

Due to parking restrictions, and in the interests of security, it will not be open in the afternoon for pick-ups. During the time it is open, it will be under the supervision of members of the ISM Guard Force.

Drivers should stop adjacent to the paved area and students should alight from the right side of their vehicle. The driver should then move off, clearing the space for other vehicles dropping off students.
Under no circumstances should a student be dropped off from the middle lane. This is dangerous as the student would need to walk in front of another vehicle. Drivers are reminded that traffic regulations forbid parking on the roads around ISM. Therefore, vehicles should only be stopping for the brief time it takes for a student to alight. Drivers must not wait for anybody to return to the vehicle.

**Drop Off/Pick Up Passes**
For non-regular drivers without ISM identification who entering school to drop off or collect visitors or members of our community, but who do not intend to park within the campus, a drop off pass will be issued. Our regular checks to confirm the identity of a driver and their purpose for entering the campus will continue to be made, but we will not retain a photo-ID in return for the issued pass. The use of these new passes will avoid delays at the Gate 1 exit and reduce traffic congestion at busy times.

**Vehicle Checks**
The practice of inspecting vehicles will continue. During off-peak hours, all vehicles will be checked before they are allowed to enter the campus.

During peak hours (drop off and pick-up times), all vehicles without valid stickers and randomly selected vehicles with stickers will be asked to undergo an examination.

Whether an examination is conducted or not, it is important that the security staff at the gates are able to identify the occupants of vehicles entering the campus; therefore IDs must be clearly displayed. Vehicles with tinted windows must roll down windows to allow a clear view of the interior of the vehicle.

**Drivers, Helpers and Bodyguards**
Drivers, helpers and bodyguards should not wait on campus for students throughout the school day. After dropping off students they should exit the school grounds and not return earlier than 30 minutes before dismissal time. Those who repeatedly fail to comply with the regulation will have their access privilege suspended.

Only those vehicles carrying parents or other people with business within the school will be allowed to return to the campus before the scheduled pick-up time.

There are designated areas for unaccompanied drivers, yayas, helpers and security escorts to wait for parents and students. Unless specifically authorized, they may not enter any other area. In the interest of security, and to prevent congestion at the pedestrian entrances to the covered parking area, parents are requested to emphasize to their employees the importance of cooperating with the security staff and remaining in the appropriate areas.

**Firearms**
All members of the ISM community are reminded that it is strictly forbidden for firearms to be brought onto the campus. This includes concealed weapons carried by bodyguards for close protection. Any person arriving at the school with a firearm should inform the gate guard, and arrangements will be made for the weapon to be safely and securely stored during the visitor’s stay.

**Security Staff Directions**
Our security team is endeavoring to make the school as safe and secure an environment as possible for all members of our community.

We ask that everybody cooperate with us in this important task. In particular, all those entering our campus are requested to comply with any directions given to them by members of our guard force.

If you are confused or unclear as to the purpose of such instructions, please seek clarification from the security office. Please note that it is the parents’ responsibility to advise their staff accordingly.

Thank you for your cooperation. We are looking forward to another great year at International School Manila.

Best wishes,

**MIKE FLYNN**
Director of Operations & Security
FROM THE ATAC OFFICE:

Our first HS volleyball and soccer matches will be held this Friday after school. See game times below. Food/snacks will be on sale come on out to support our teams as they kick of the sports season. Elementary students are welcome but must be accompanied/supervised by an adult.

**Friday Night Lights Aug 14th at ISM vs Faith Academy**

**Varsity Soccer HS field**
4pm Varsity girls- ISM vs Faith
5:45pm Varsity boys- ISM vs Faith

**JV Soccer MS field**
4pm Faith JV boys vs ISM Aspirants boys
5:30pm Faith JV girls vs ISM JV girls

**Varsity Volleyball HS Gym 4:15pm**
Court 1 Varsity Boys vs Faith
Court 2 Varsity Girls vs Faith

**JV Volleyball MS Gym 4:15pm**
Court 1 ISM JV boys vs Faith JV
Court 2 ISM JV girls vs Faith JV

Sat Aug 14th Friday night lights HS Soccer/Volleyball vs Faith
Sat Aug 15th ISM cross country races (8am MS 3.2km race/9am HS 5km race)
Sat Aug 15th MS Midgets A1 vs Xavier/HS Aspirants and HS VBoys Soccer vs Xavier/ MS Midgets A2 vs San Beda Alabang
Sat Aug 15th HS VBoys/Girls Volleyball at home vs CSA and ESS.
Thurs Aug 20th HS VGGirls volleyball vs Shisa HS Japan 3:30pm

ES RIFA Soccer- Tryouts have concluded and teams have been finalized. Rifa soccer is a competitive program for season 1 that is open to Grade 1-4 students. See information here- [ES Rifa Festival information](#)

For our Sailfish swim team program please check the Sailfish blog for information [http://sailfish.ism-online.org/](http://sailfish.ism-online.org/)

For gymnastics team information please check [http://atac.ism-online.org/atac/gymnastics/](http://atac.ism-online.org/atac/gymnastics/)

Please note the practice times for ATAC programs for SY 15-16 are as follows: ATAC all year round teams- 3:15-4:30.
See schedule for our All year round teams program [here](#)


All HS seasonal teams practice from 3:05- 4:50pm each day. MS seasonal teams practice 3:10-4:40pm.

In order to clear the campus prior to 5pm all after school programs will conclude by 4:50pm or earlier. The last bus is 4:55pm this is due to the ever increasing traffic concerns in our area.

The ATAC game schedule pdf which is updated regularly by Triz Gonzalez (ATAC Athletics Coordinator) gives the most up to date information on where/when and who our Bearcat teams will be playing throughout the school year for midweek and weekend matches.

Access to the game schedule is via the ISM parent portal. Use this [link](#) to access the parent portal, log in with your user name/password and look for the ATAC Game Schedule tab, don't forget to refresh the pdf page each time it opens to get the most current schedule.

**ATAC Game Schedule Users Guide**

Parents and students please take some time to peruse the ATAC blog it has a wide variety of information and links to our sports and activities program. If you have any questions regarding the competitive program of sports at ISM after reading the information on the blog please send an email to pekinm@ismanila.org and I will endeavor to assist you as best I can.

Bearcat Den- drop by our fantastic spirit store. There is a new school year sale on at the moment and a range of new products and items to purchase including items from our service partners. Bearcat Den hours of operation- 7am-4pm Mon-Fri.

GO BEARCATS...