STUDENT MANDEOON



Academic Year 2025 - 2026







SILVER FERN INTERNATIONAL SCHOOL "GLOBALLYMINDED LOCAL EDUCATION"

Silver Fern International School 16 M 21, T. Neuamuang, A, Muang, Roi-Et 45000, Thailand www.silverfern international school.com



Dear Students

Welcome to a new school year! I believe each of you has the power to learn, grow, and shine. At SFIS, we care about your learning, your ideas, and your dreams. I encourage you to try your best, ask questions, and always be kind.

* "Believe in yourself. Even the smallest step forward is a step toward success."

Together, we will make this year amazing.



Warm regards,
Rizwana Amin
Head of School



Dear Students

I hope you enjoy learning, growing, and making new friends here. We follow Thai values of respect, kindness, and responsibility.

* "When you are kind, strong, and respectful, you can make the world a better place."

Let's work together to make our school a happy and safe place for everyone.



Warm regards,

Thongbai Sawatpon

Thai Principal



Dear Students

As an IB World School, we want you to think deeply, care about others, and take action. The IB Learner Profile helps guide you to be open-minded, caring, and reflective. Every day is a chance to learn something new and become the best version of yourself.

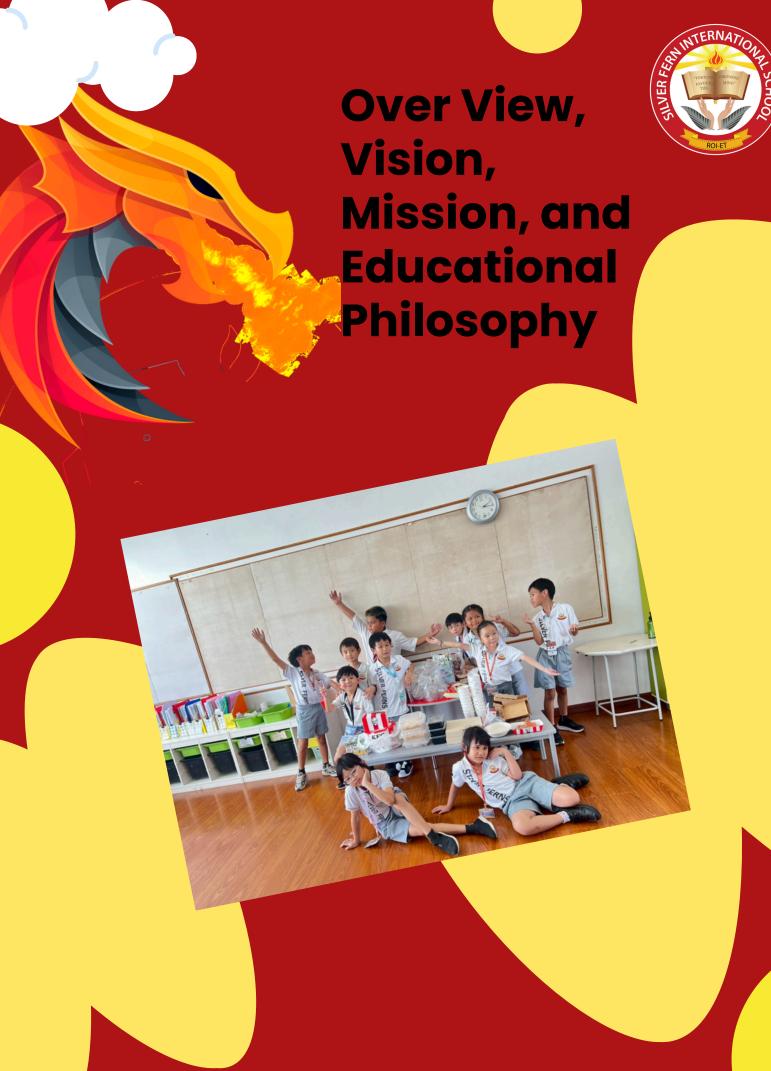
* "You don't have to be perfect—just keep learning and growing."
I'm excited to see how you become global learners and kind leaders.



Warm regards,

Alexander Van Beek

PYP Coordinator



An Overview of Silver Fern International School



Founded in 2016, Silver Fern International School (SFIS) was established to offer high-quality international education within Roi Et, eliminating the need for families to seek schools outside the region. This vision has resonated with many parents seeking a nurturing, globally minded learning environment for their kindergarten and primaryaged children.

The Pre School, Early Years and Primary Years Programme (EYP/PYP). We follow the IB Programme of Inquiry and ensure alignment with the Thai Ministry of Education requirements. Our inquiry-based approach equips students with the skills to question, research, analyze, and think critically—essential abilities in today's information-rich world.

For the Middle Years, SFIS has developed a unique and dynamic curriculum tailored to meet the needs of early adolescents. Our Middle Years 1, 2, and 3 follow a specially designed Programme that blends the best practices of the International Baccalaureate (IB), the National Curriculum for England (NCE UK), and the Thai Ministry of Education. This integrated curriculum emphasizes inquiry-based learning, critical tanking, global perspectives, and local relevance, ensuring that students are well-prepared both academically and personally for the challenges of secondary education and beyond. As of 2025, SFIS serves students across twelve levels, from Preschool through Middle Years. The school is steadily expanding, adding one grade level each year until full secondary education is offered.

Dedicated to academic excellence and holistic development, SFIS aspires to become a leading educational institution in Northeast Thailand, nurturing the potential of students in Roi Et and beyond.



Core Values

We are

Self-aware
Inquirers:
Learners with
Voice and
Empathy, who are
Risk-Takers







To inspire and empower every learner to thrive as a compassionate, curious, and globally responsible individual—ready to lead meaningful change in an interconnected world.

Our Mission

At SFIS, we are a collaborative learning community committed to nurturing internationally-minded learners. We empower students to become creative and critical thinkers, fostering a spirit of inquiry and reflection. Through meaningful learning experiences, we support them in becoming compassionate, knowledgeable, and principled individuals who take responsible action to make a positive difference in their local and global communities.

Our Educational Philosophy

"Learning is a collaborative journey that includes families, educators, and the wider community."



At SFIS, we believe children learn best through play, exploration, and guided discovery. We foster whole-child development—intellectual, emotional, social, and physical—through a child-centered, inquiry-based curriculum. Rooted in global best practices, our approach nurtures curiosity, creativity, and critical thinking in a safe, inclusive, and supportive environment.

Play-Based Learning

- Encourages creativity, imagination, and problemsolving through meaningful and joyful experiences.
- Supports cognitive and social development by allowing children to make choices, collaborate, and explore.
- Provides a developmentally appropriate foundation for academic concepts through hands-on, child-led activities.

Hands-On Exploration

- Engages children in active learning through sensory-rich and practical experiences.
- Encourages inquiry, experimentation, and discovery to deepen understanding of the world around them.
- Bridges abstract concepts with real-life connections, supporting meaningful learning outcomes.

O2 Social-Emotional Development

- Helps children build self-awareness, empathy, and emotional regulation in a nurturing environment.
- Fosters strong relationships and communication skills through cooperative play and teacher-guided interactions.
- Promotes resilience, confidence, and a sense of belonging within the classroom and school community.

Early Literacy & Language Development

- Builds a strong foundation in listening, speaking, reading, and writing through storytelling, songs, and conversations.
- Encourages language-rich environments that support vocabulary growth and comprehension.
- Integrates literacy across all areas of play and inquiry to promote communication and expression.

•

Family Partnership

- Encourages open communication and collaboration between educators and families to support each child's growth.
- Values families as essential partners in the learning journey, respecting their insights and cultural backgrounds.
- Builds a strong, supportive school community through regular engagement, events, and shared goals.

Global **Authorizations, Accreditations and Partnerships**





















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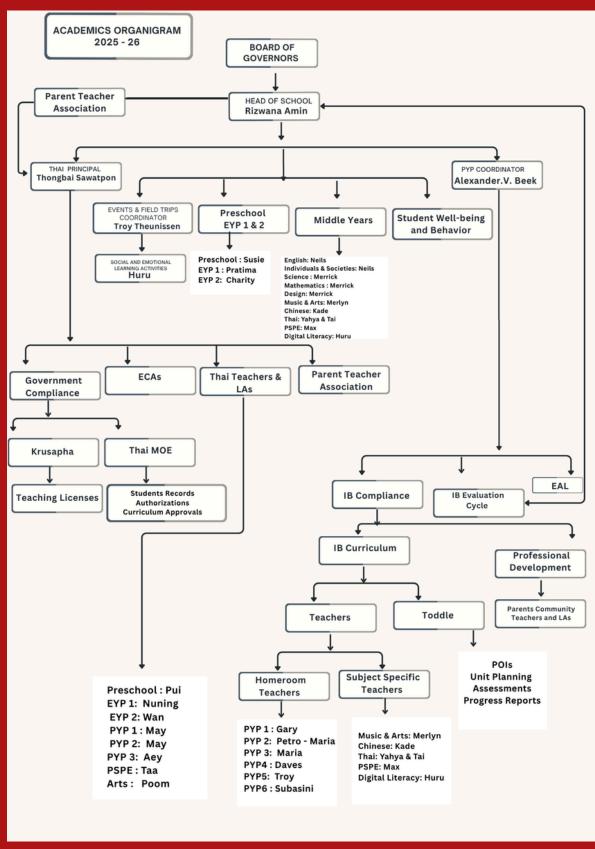


Academic Organigram

Administrative and Operational Organigram

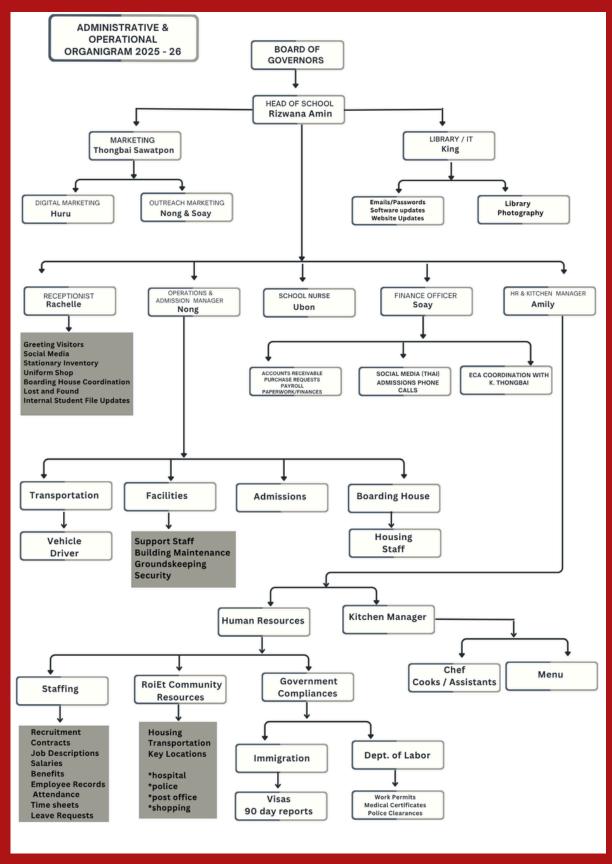
Academic Organigram





Administrative and Operational Organigram





House System at SFIS



To foster teamwork, sportsmanship, and friendly competition, SFIS has established a four-house system. Each house is represented by a unique color and symbol

01 Tui - Red



03 Kiwi – Green



02 Pukeko – Blue



04 Moa - Yellow



Students are assigned to a house and earn points through both academic and sporting events, promoting unity and school spirit.

Learner Profiles

Our school embraces all IB Learner Profiles and actively integrates them into daily learning to nurture well-rounded, internationally minded individuals.







KNOWLEDGEABLE ผู้รอบรู้ นักปราชญ์

I can learn and understand

















School Calendar Academic Year 2025 - 2026





Silver Fern International School



2025-2026SchoolEventCalendar

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30			I									

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		-F
	9-Mar	Teacher Work Day- No students
14	10-Mar	1st day of Term 3
20 21	13-Mar	Pi Day (Math competitions)
27 28	30-Mar	Report Card Day Term 2
	20 21 5 27 28	20 21 13-Mar 5 27 28 30-Mar

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					1	2	8-Aug	10 Years Celebration
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14	15	16	17	18	19 2	20	15-31-Dec	Holiday Break		
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25	26	27	28	29	30 3					

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					1	2	4-May	Coronation Day			
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10	11	12	3	14	11	56	22-May	Swimming Gala			
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	8910	01112	1314		17-Feb	Chinese New Year
15	16 17	181	9 20	21	20-Feb	4th Roi Et Spelling Bee
22 2	3 24	25	26 2	7 28	27-Feb	Last Day of Term 2

Ju	ne	20	026				Event	ts
Sul	мо Т	u W	e Th	Fr S	a		3-Jun	HM Queen Suthida's Birthday
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7	8	9	10	11	12	13	8-Jun	SLC's
14	15	16	17	18	19 2	20	19-Jun	Last day of school/ Graduation Ceremony
21	22	23	24 2	5	26	27		1
28	29	30						100

	Term 1: 62 Days
16 Moo 21 Airport Road, Tambun Neuamuang	Term 2: 59 Days
Amphoe Muang, Roi-et 45000 Thailand	Term 3: 60 Days
www.SilverFernInternationalSchool.com	Total: 181 Days

Daily Schedule



The school office operates from 8:00 a.m. to 4:30 p.m., Monday through Friday. All students are expected to arrive on campus by 8:00 a.m. and proceed directly to their homerooms. Those arriving after 8:00 a.m. will be marked tardy, and students arriving after 8:30 a.m. must collect a tardy slip from the front office before joining class. The school day is structured into learning blocks, along with scheduled breaks for lunch and tea.

Early Years Programme

Homeroom	08:00-08:30
Teaching Block 1	08:30-09:15
Teaching Block 2	09:15-10:00
Morning Tea	10:00-10:25
Teaching Block 3	10:30-11:15
Lunch	11:15-11:45
Nap Time	11:45-1:45
Teaching Block 5	13:45-14:30
Teaching Block 6	14:30-15:15
Afternoon Tea/Dismissal	15:15-15:30
ECA's	15:30-16:30

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Daily Schedule



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Primary Years Programme and Middle Years

Homeroom	08:00-08:30
Teaching Block 1	08:30-09:15
Teaching Block 2	09:15-10:00
Morning Tea	10:00-10:25
Teaching Block 3	10:30-11:15
Teaching Block 4	11:15-12:00
Lunch	12:00-12:30
Recess	12:30-13:00
Teaching Block 5	13:00-13:45
Teaching Block 6	13:45-14:30
Teaching Block 7	14:30-15:15
Afternoon Tea/Dismissal	15:15-15:30
ECA's	15:30-16:30



School Policies and Procedures

Silver Fern International School 16 M 21, T. Neuamuang, A, Muang, Roi-Et 45000, Thailand
www.silverfern international school.com



A. Attendance Policies and Procedures

Date Adopted: 28/12/2022 Review Date: July 2025

Attendance Policy – What You Need to Know

Why is Attendance Important?

Coming to school every day helps you learn, grow, and succeed. At SFIS, we expect you to attend school regularly unless there's a good reason not to.

How Much Attendance is Required?

You must attend at least 90% of the school days each year to pass your grade. That means you should not miss more than a few days without a serious reason.

What to Do If You are Absent

- If you're sick or cannot come, your parents must tell the school by phone, email, or a note.
- If you know ahead of time that you'll be absent (like a doctor visit or family reason), your parents should let the school know in advance.

i Types of Absences

Excused Absences (these are okay):

- You are sick.
- There is a family emergency or someone passed away.
- You're observing a religious holiday.
- You're on a school trip or activity.
- Any other serious reason approved by the school.

Unexcused Absences (not okay):

- Skipping school.
- Waking up late or missing the bus.
- Going on holiday during school without permission.
- Non-urgent appointments or plans.

What Happens If You Miss Too Much School?

- 1. **Warning:** You'll get a letter if your attendance drops below 90%.
- 2. **Improvement Plan:** You and your family will meet with teachers to make a plan to help you attend better.
- 3. **Probation:** If attendance doesn't improve, you may be put on probation and need to attend regular meetings.
- 4. **Failing or Repeating the Grade:** If you still don't attend regularly, you might have to repeat the grade or face other academic consequences.

Can You Appeal?

Yes. If you feel the decision is unfair, your parents can write a letter to the school within 10 days. The school will review the situation.

Final Note

This policy helps us all stay focused and succeed. When you attend school every day, you give yourself the best chance to learn and grow.

Let's show up, try our best, and be ready to learn!

B 🌇 Arrival and Dismissal – What You Need to Know

A Getting Dropped Off and Picked Up

- 1. Your parents should park outside the school gate when they drop you off or pick you up (unless it's raining or there's a special event).
- 2. Everyone should follow the correct times for drop-off and pick-up to keep traffic moving safely.
- 3. Parents must wear their school ID badge if they want to walk you to class or pick you up from inside the school.
- 4. Pick-up happens in special areas like the gym, front lobby, or EYP classroom—only for people wearing school ID.
- 5. For everyone's safety, cars should not block the gate or double-park.

🥋 When It's Raining or There's a Special Event

- 1. The school may use a "drive-through" system.
- 2. Your parents will drive in through the east gate near the security booth and stop near the lobby.
- 3. They stay in the car. Teachers will help you get in or out safely.

🕴 🔂 Who Can Pick You Up?

- 1. The school keeps a list of people who are allowed to pick you up.
- 2. If someone new is coming to get you, your parents must inform the school in writing or through official communication.
- 3. Anyone not on the list must show ID and get permission from the school.
- 4. In emergencies, your parents should contact the school right away.
- You will never be sent home with someone the school doesn't recognize. This is to keep you safe.

(If You Arrive Late

- Morning attendance is taken at 8:00 AM.
- If you come after that, go to the front office.
- Sign in, give your name and grade, and get a late pass before going to class.
- 10 late arrivals = 1 full day of absence, so try to be on time!

() If You Leave School Early

- If you need to leave before 3:30 PM, your parents must contact the school in advance or send a written note.
- At your pickup time, go to the front office to sign out.
- The office will check your name, grade, and reason for leaving.
- The person picking you up may need to show ID.
- Don't forget to take your homework or classwork with you.
- f If you come back later the same day, make sure to check in again at the front office.

📌 Why This Matters

These rules help us know who is at school and who has gone home. It keeps you safe, helps teachers plan your learning, and makes sure we take good care of you every day.

CT Dress Code – What to Wear at SFIS

School Uniform Rules (Monday to Thursday)

- 1. You must wear your official school uniform from Monday to Thursday.
- 2. You should always look neat, clean, and tidy in your uniform.
- 3. You must wear your uniform for school activities, field trips, and events, unless told otherwise.
- 4. If you need to dress differently for any reason, your parents must ask for permission from the school first.

K Casual Friday

- Fridays are casual days! You can either wear your school uniform or polite and comfortable clothes.
- Even on casual days, you must still look neat and respectful.

🚺 Uniform Details

For Boys:

- Shirt: Button-down shirt with sleeves and the school logo
- Shorts: Neat, tailored shorts in the school's color
- Tie: School tie in the correct color and pattern
- Shoes: Dark-colored sneakers or comfortable shoes
- Socks: School-approved socks

For Girls:

- Dress: School uniform dress in the school color and style
- Shoes: Dark-colored sneakers or comfortable shoes
- Socks: School-approved socks

🧎 Sports Kit for PSPE

- You'll be given a sports shirt and shorts by the school.
- You must change into your sports kit before PSPE class and change back into your regular uniform after class.

House Shirts

- Only wear house shirts on special house event days or competitions.
- Don't wear them on normal school days unless your teacher tells you to.

■ ID Badges

- PYP and MY students must wear their ID cards every day.
- EYP students should have their ID on their school bag.

What Happens If You Don't Follow the Uniform Rules?

- 1. **First and Second Time:** Your parents will get a letter from the school.
- 2. **Third Time:** You won't be allowed to attend class until your uniform is fixed.

The school may update the dress code if needed. You and your parents will be informed ahead of time.

Special Days – Dressing Up!

- On days like International Day or Loy Krathong, you can wear special clothes.
- The school will let you know what to wear before the event.

Looking smart shows respect for yourself and your school. Let's wear our uniforms with pride!

D. > Discipline Policy – How We Stay Respectful and Safe

At Silver Fern International School (SFIS), we believe in **being kind**, **fair**, **and responsible**. We want every student to feel safe, supported, and ready to learn.

This policy helps everyone understand the rules and what happens if they are not followed.

🤦 Our School Values

- 1. **Respect** Be kind to teachers, classmates, and everyone in our school.
- 2. **Fairness** Rules apply to everyone equally.
- 3. **Responsibility** Make good choices and own your actions.
- 4. **Support** We'll help you learn from mistakes and grow.

1 Types of Behavior and What Happens Next

We understand that students sometimes make mistakes. What matters most is how we respond and learn from them.

Level 1 – Small Mistakes (Minor Offenses)

Examples:

- Talking too much in class
- Forgetting homework
- Wearing the wrong uniform
- Saying something unkind
- Telling a small lie

Possible Consequences:

- Verbal warning
- Time-out or quiet time
- Losing recess or other privilege
- Note sent home
- Reflective writing task
- Talk with the teacher

Level 2 – Bigger Mistakes (Moderate Offenses)

Examples:

- Repeating small mistakes
- Being rude or disrespectful
- Skipping class
- Using bad language
- Damaging school property
- Bullying others

Possible Consequences:

- Written warning
- Parent meeting

- Behavior contract
- Detention
- Fixing or paying for damage
- No after-school activities for a while
- Referral to counseling

Level 3 – Serious Mistakes

Examples:

- Repeating moderate offenses
- Fighting
- Stealing or vandalism
- Strong bullying or harassment
- Bringing banned items to school
- Threatening others

Possible Consequences:

- Suspension (in or out of class)
- Meeting with parents and leaders
- Behavior improvement plan
- Counseling
- Probation (being watched closely)
- Restorative actions (e.g., apology, fixing harm)

Level 4 – Very Serious Mistakes

Examples:

- Repeating serious offenses
- Physical violence
- Bringing weapons or drugs
- Major bullying that keeps happening
- Anything that seriously endangers others

Possible Consequences:

- Long-term suspension
- Expulsion
- Reported to the police
- Mandatory counseling
- No extracurriculars anymore

How We Handle Discipline

- Every incident is documented.
- Parents are always informed.
- Students and parents can **appeal** decisions in writing within 5 days.
- The school will offer **support** like counseling and mentoring to help students improve.

Y How We Prevent Problems

- We teach **Positive Behavior** in every class .
- PLT is always here to help.
- Parents and teachers work together to support you.
- Our teachers are trained in positive discipline strategies.

💡 Final Message

Making good choices helps you grow and learn. If you make a mistake, we are here to help you **learn from it, not just punish you**. Everyone deserves a safe, respectful school—and that includes you!

E. O Anti-Bullying Policy – Be Kind, Be Safe, Be Respectful

At Silver Fern International School (SFIS), we believe every student has the right to feel safe, respected, and included. We want our school to be a place where kindness wins and everyone feels they belong.

Our Promise to You

Our vision is to help you grow into a caring, curious, and confident learner who helps make the world better.

Bullying of any kind is not allowed—whether in person, online, or during any school activity. This includes on school grounds, on the bus, in messages, or anywhere that affects your school life.

☆ What Is Bullying?

Bullying is when someone keeps hurting, teasing, threatening, or leaving someone out—on purpose.

It includes:

- Hurting someone physically (hitting, pushing)
- Mean words or name-calling
- Leaving someone out on purpose
- Spreading rumors or sharing private info
- Online bullying (texts, social media, fake accounts)
- Stealing, threats, stalking, or shaming someone in public
- Feven once can hurt. If it's repeated or very serious, it's bullying.

What Is Cyberbullying?

Cyberbullying is when people use phones, computers, or the internet to:

- Spread lies or rumors
- Pretend to be someone else
- Send mean or scary messages
- Post things that hurt others

See How to Report Bullying

If someone is bullying you or a friend:

- Inform your Homeroom teacher
- You or your parents can contact the Head of School or Thai Principal
- Don't stay silent—speaking up is brave and helps stop bullying

Key Contacts:

- Mrs. Rizwana Amin Head of School: riza.a@silverfern.ac.th
- Mrs. Thongbai Sawatpon Thai Principal: thaiprincipal@silverfern.ac.th
- Anonymous reports will be taken seriously but need proof to act on.
- What Happens After You Report?

- We will look into the case quickly—usually within 10 school days
- We'll talk to everyone involved (privately)
- We'll keep everything confidential and follow student privacy rules

What the School Will Do

If bullying is confirmed, SFIS will take steps like:

- Counseling and support
- Helping students solve problems peacefully
- Creating a behavior plan or agreement
- Restorative practices (like apologies or fixing harm)
- Suspension or stronger actions, if needed

*Our goal is to help everyone grow—not just punish. We want students to learn empathy and take responsibility.

🚷 No Retaliation

If you report bullying, no one is allowed to get back at you. If they do, it will be treated as bullying too.

Making up stories or false reports on purpose will also have consequences.

E How We Prevent Bullying

- We teach about respect, empathy, and being an IB learner
- We hold workshops, campaigns, and class activities
- Teachers and students are trained to notice and stop bullying
- We listen to feedback and improve our policies every year

Final Message

You are not alone. If something feels wrong, speak up. We're here to listen and help.

At SFIS, we choose kindness, stand up for each other, and work together to make our school a safe and happy place for all.

F = Academic Integrity - Doing the Right Thing in Learning

What We Believe at SFIS

At Silver Fern International School, we believe in being honest, fair, and respectful in everything we do—especially in learning. Being principled means doing your own work, giving credit to others when you use their ideas, and always choosing what's right, even when no one is watching.

What Is Academic Integrity?

Academic Integrity means:

- Doing your own work
- Not copying from others or the internet
- Saying where you got your information from (like books or websites)
- Being honest and fair

Key Words You Should Know

• **Plagiarism:** Copying someone else's work or ideas without saying where it came from.

 Collusion: Helping someone else cheat, or copying someone's work and turning it in as your own.

22 Your Rights as a Student

- You will be taught how to be honest in learning—in ways that make sense for your age.
- Your teachers will model how to do it right and help you if you're unsure.

★ Your Responsibilities

You should:

- Always do your own work
- Give credit when you use someone's ideas or words
- Don't copy and don't help others cheat

Even young learners in Preschool start learning how to say where they got pictures, facts, or stories.

What Teachers and the School Will Do

- Teach you how to summarize, paraphrase, and cite (give credit)
- Show good examples of teamwork and how to avoid cheating
- Help you practice honesty in classwork and homework
- Talk to you and your parents if there's a mistake, and help you fix it

器 Parents' Role

- Read the policy and ask questions if needed
- Support your honesty by not doing your work for you
- Help you understand how to be truthful and give credit

Good Examples

♠ You:

- Use books or websites for your project, write in your own words, and mention where you got the ideas
- Work in a group, but do your own part and give shared credit to the sources you all used

Not-Okay Examples

9 You:

- Copy a book review from the internet
- Turn in someone else's work
- Let a friend copy your homework
- Forget to mention the source you used

X What Happens If You Make a Mistake

Don't worry—we're here to help you learn.

- If you're young, your teacher will guide you and maybe reteach you
- If you're older, your project grade may be affected if you were taught the expectations
- If it keeps happening, your parents will be called for a meeting
- If it's done on purpose and more than once, it goes to the principal and is recorded

When Will This Policy Be Reviewed?

Every two years (or sooner if needed), based on new IB rules or school feedback.

Y Final Message

Being honest is part of growing as a great learner and person. At SFIS, we trust you to try your best and take pride in your own work. Let's build a school where we all learn with integrity, respect, and heart.

G. Health & Wellness Policy – Let's Keep Each Other Healthy!

At Silver Fern International School (SFIS), your health and safety are very important to us. We want to make sure that school is a happy, healthy, and safe place for everyone to learn and grow.

When Should You Stay Home?

Sometimes, the best way to take care of yourself and your classmates is to **stay home and rest**. Please stay home if:

- 9 You have a **fever** (38°C / 100.4°F or higher) wait at least **24 hours after your fever is gone** (without medicine) before coming back.
- 😁 You have a **serious cough, cold, or sneezing fits** that stop you from focusing in class.
- Sou have vomited or had diarrhea in the past 24 hours.
- We You've been told you have a **contagious illness** like COVID, chickenpox, or strep throat.
- You have pink eye (itchy, red, watery eyes) and haven't started treatment yet.

What Should Parents Do If You are Sick?

If you are staying home:

- Ask your parent/guardian to call or message the school.
- They should tell us why you're sick and how long you might be away.
- If you're away for more than **2 days**, a doctor's note is needed before you return.

What If You Get Sick at School?

- You'll go to the nurse's office or sick room to rest.
- Your parent/guardian will be asked to pick you up quickly.
- If needed, the school will call for medical help and keep you safe while you wait.

♦ Taking Medicine at School

Only the **school nurse** is allowed to give you medicine during school hours.

Here's how it works:

- Your parent/quardian must fill out a **form** and give us your medication.
- Your medicine must have your name and instructions clearly labeled.
- The nurse will keep a **record** every time you take it.

☑ Coming Back to School

You can return when:

- You have been free of fever, vomiting, and diarrhea for 24 hours.
- You have a doctor's note if you had a contagious illness.
- The school may ask for more health information if needed to keep everyone safe.

Your Health Info Is Private

Don't worry—everything about your health stays **private** and is only shared with people who need to know to keep you safe.

Let's Take Care of Each Other!

By staying home when you're sick, letting the nurse take care of medications, and following these simple rules, you help everyone stay healthy. Let's be kind, stay clean, and support each other!

H Emergency Preparedness & Evacuation – Safety First at SFIS!

At Silver Fern International School, your safety is our top priority! We want every student to feel safe, confident, and prepared to respond in any emergency—especially in case of fire. That's why we have clear steps and practice drills to help everyone know what to do.

What Is an Emergency Drill?

An emergency drill is like a practice game—it helps us learn how to stay safe and calm if something serious ever happens, like a fire.

We do two fire drills every school year so that:

- You know how to exit the school quickly and safely.
- You understand where to go (the assembly point).
- Everyone learns to stay calm and listen during emergencies.

We have a special team called the Emergency Response Team (ERT) made up of trained teachers and staff. They:

- Organize and lead drills.
- Teach everyone what to do.
- Work with the local fire department to make sure we're following all the safety rules.

What Happens During a Fire Drill?

When the fire alarm rings:

- 1. Stop everything and line up quietly.
- Leave your bags and books behind.
- 3. Follow your teacher out of the classroom using the evacuation route.
- 4. Go to the assembly point (your teacher will tell you where).
- 5. Stay with your class while the ERT counts everyone.

Don't worry—it's just a drill! But always treat it seriously so you're ready if it's real.

If There's a Real Emergency

If there's ever a real fire or emergency:

- We'll evacuate the building right away.
- Teachers will help guide you safely out.
- The ERT will make sure everyone is safe and present.
- Emergency services will be called if needed.

Mat's Happening?

The school will:

- Use loud alarms and announcements to tell you what to do.
- Keep your parents informed through emails, newsletters, and the website.
- Share any changes to safety rules so everyone is up to date.

Practice Makes Us Ready

Everyone—students and teachers—will get training on how to:

- Stay safe in different emergencies.
- Exit the school the right way.
- Stay calm and help others.

We'll review and improve our drills every year to keep getting better.

Final Reminder

Fire drills aren't scary—they're smart. By practicing together, we make our school a safer place for everyone. Remember:

Stay calm

Walk, don't run

Help others

🗣 Listen to your teacher

Together, we're ready for anything!

I Child Protection & Safety – You Matter at SFIS!

At Silver Fern International School (SFIS), we believe every child deserves to feel safe, respected, and cared for—every day, in every space.

That's why we have a clear Child Protection and Safety Policy to protect your body, your feelings, and your rights.

> Why This Policy?

Because your well-being is super important! This policy is here to:

- Keep you safe from harm or unfair treatment.
- Help you speak up if something makes you uncomfortable.
- Make sure adults know how to help if there's a problem.

What Does "Safety" Mean?

At SFIS, keeping you safe means:

- No hurting (physically or emotionally).
- No bullying or harassment.
- Respecting who you are—your background, identity, and beliefs.
- Making sure you always have someone to talk to.

Who Helps Keep You Safe?

We have a Child Safety Team just for this!
You can go to them anytime you feel unsafe or worried.

Role	Name	What They Do
Head of School	Mrs. Rizwana Amin	Leads safety plans & listens to students
Thai Principal	Mrs. Thongbai Sawatpon	Ensures safety rules follow Thai law
PYP Coordinator	Mr. Alexander Van Beek	Supports primary students' well-being
School Nurse	Kru Ubon	Gives medical care & helps in emergencies

! What Can You Do?

If someone:

- Hurts you
- Makes you feel scared or uncomfortable
- Says or does something unfair or unsafe...

Tell a trusted adult at school right away. It's *never* wrong to speak up. You can talk to:

- Your teacher
- The school nurse
- The principal
- Any staff member

You can also write a note or send an email if that's easier.

How Does SFIS Keep You Safe?

- Staff are trained every year to protect students.
- Visitors wear badges and are always watched.
- There are security cameras, safe buildings, and first-aid kits.
- The nurse gives medicine only with parent permission.
- Fun activities outside school always have adult supervision.
- No bullying, teasing, or discrimination is allowed—ever.

Your Role as a Student

You can help by:

- Being kind and respectful.
- Reporting anything unsafe.
- Listening to safety instructions.
- Looking out for your friends.

🔐 How Parents Help

Your parents or guardians:

- Share your emergency and health info with the school.
- Support school safety rules.

Encourage you to talk openly if something is wrong.

Final Thought

You have the right to be safe, happy, and heard.

At SFIS, we take that very seriously.

Together—students, teachers, and families—we create a caring, protective space where everyone can grow, learn, and shine!

Remember: If you see something wrong, say something right.

J 🗣 Language at SFIS – Communication Is Power!

At Silver Fern International School (SFIS), language is how we learn, express ourselves, and connect with the world. Whether you're speaking, reading, writing, or listening—we're all growing as confident, respectful communicators.

S Why Is Language So Important?

Because language helps us:

- Share our ideas and learn from others
- Understand our world through inquiry
- Appreciate cultures and identities
- Become global citizens who think and speak with kindness

What Language Do We Use at School?

- English is our main language for learning and communicating.
- Thai is taught to all students (as required by Thai law).
- Chinese is also offered as an additional language.
- Your mother tongue (home language) is encouraged and respected.

At SFIS, every teacher is a language teacher!

***** What Is a Mother Tongue?

Your mother tongue (MT) is the language you speak at home or with your family.

We celebrate it by:

- Holding special MT days and cultural events
- Encouraging families to speak it at home
- Offering Thai and Chinese mother tongue support

Keeping your home language strong helps your brain grow and keeps you connected to your identity!

🔤 What If I'm Still Learning English?

That's okay! We support you through EAL (English as an Additional Language).

EAL teachers:

- Help you understand new vocabulary
- Work with your homeroom teachers
- Give you extra lessons if needed (pull-out)
- Join your class and help during lessons (push-in)

You'll build your English step by step, at your own pace—with lots of encouragement.

What Languages Can I Learn?

Language	Who Learns It?	How Often?
English	Everyone	Every day in all subjects
Thai	Everyone (Required)	4–5 periods/week
Chinese	Everyone	2 periods/week
ECAs	Based on need and demand	once or twice a week

Who Helps with Language at School?

- Teachers: Teach language through all subjects
- EAL Teachers: Help with English learning
- Parents: Support home language and reading
- Students (you!): Share, ask questions, and try your best in every language

How Do We Celebrate Languages?

At SFIS, we love all the languages you speak! We:

- Celebrate International Day
- Read books in many languages
- Show off your writing and speaking in assemblies
- Post your amazing work around the school

▼ What Should You Remember?

- Try to speak English at school, but feel proud of your home language too.
- Ask for help when learning new words or expressing ideas.
- Respect all languages spoken by your friends and teachers.

At SFIS, your voice matters—whatever language you speak.

K. E Homework at SFIS – Learning Beyond the Classroom

***** Why Do We Have Homework?

At Silver Fern International School (SFIS), we believe that learning doesn't stop when the bell rings—but homework should never cause stress or take away your time to play, rest, and enjoy family.

Homework helps you:

- Practice what you've learned
- Build good habits like responsibility and time management
- Share your learning with your family

[&]quot;Language is the road map of a culture." - Rita Mae Brown

Mhat Is Our Homework All About?

We believe in "Less is More" - that means:

- ✓ Short and meaningful tasks
- ✓ No new or hard topics at home
- ✓ Fun ways to show what you've learned
- ✓ Family time and well-being come first!

Examples of Homework

Grade Level	What You Might Do at Home
PYP 1–2	Read with your family, draw pictures, talk about your day, prepare for show-and-tell
PYP 3-4	Practice spelling, write a short reflection, play math games, talk about inquiry topics
PYP 5-6 MY 1 - 3	Research for a project, answer reading questions, do creative math tasks, plan action ideas

Ö How Long Should Homework Take?

Grade	Max Time Per Day
PYP 1–2	10–15 minutes
PYP 3-4	20–30 minutes
PYP 5-6	30–45 minutes
MY 1 - 3	

Contract to the Homework should never feel too long or too hard. If it does—talk to your teacher!

Who Does What?

Teachers will:

- Give clear instructions
- Make sure tasks are fun and useful
- Listen to your feedback

Students (You!) will:

- Try your best to finish your work
- Ask for help if needed
- Think about what you learned

Parents will:

- Talk with you about your homework
- Help you stay calm and organized
- Let the teacher know if something feels too difficult

✓ Will It Be Graded?

Nope! 😊

Your homework will **not be marked for grades**. But:

- Your teacher may ask you to share your work
- You might reflect or talk about it in class
- Your effort and creativity will be celebrated!

What Homework is NOT

- S Long, boring worksheets
- O Punishment for missing class
- O A replacement for classroom learning
- A reason to feel worried or tired

Let's Talk About It

We want **your voice** in how we do homework!

This policy will be shared with students and families at the start of the year, and we'll check in often to see what's working best.

"Homework is not about doing more—it's about learning better, together."

L. **Extracurricular Activities (ECAs) – Silver Fern International School

What Are ECAs?

Extracurricular Activities (ECAs) are **fun and exciting clubs or activities** you can join after school. They help you **learn new skills, explore your interests**, and make new friends!

What Activities Can I Join?

You can try many different things! Some examples of ECAs at SFIS are:

- tions Horseback Riding
- Pottery and Art/Crafts
- Science Projects and Experiments
- Cooking Club
- 🛂 Music and Singing
- Swimming
- 🧰 Robotics and Coding
- Media Production
- ि Extra English (EAL)
- 🧸 Early Years Fun and Learning

Every term, new activities may be added!

When Are ECAs Held?

- Every Monday and Thursday
- From 3:45 to 4:30 PM

• You can sign up at the start of each term

How Do I Join?

- Your parents will get a list of activities and fees before the term begins
- You can choose the ones you like (most ECAs have a small fee)
- If you need extra English help (EAL), you will automatically join the EAL club (already covered in your fees)
- ECAs are fun, optional, and made just for you!

M. 🔐 Parental Involvement and Communication – Silver Fern International School

How Do Teachers Talk to Parents?

We use different tools so parents and teachers can talk easily:

Toddle App

Used for:

- ✓ Big announcements
- ✓ Progress Report
- ✓ Student progress
- ✓ Homework and updates

Line App

Used for:

- ✓ Quick updates
- ✓ Daily news
- ✓ Class chats with your teacher and parents
- Parents should check both regularly!

Now Do Parents Know My Progress?

Report Cards

- Sent out twice a year
- Shared through **Toddle**
- Shows what you've learned and achieved

Parent-Teacher Conferences

- Teachers meet with parents to talk about your learning
- Scheduled after the first report card
- Parents can also request a meeting anytime if needed

Student-Led Conferences (SLCs)

- You show your learning through presentations or portfolios
- Some SLCs are done at school, others can be done at home
- You get to be the leader and celebrate your progress!
- 🎉 We believe learning is better when parents, students, and teachers work together!

N. Smart Devices & Gadget Use Policy

Academic Year: 2025–2026

@ Purpose

To make sure students use smart devices (like iPads and smartwatches) **safely, respectfully, and responsibly** at school.

We want technology to help us learn—not distract us.

Our Philosophy

At SFIS, we believe in:

Using technology to support inquiry and creativity

Promoting balance, responsibility, and self-discipline

Learning first—devices second

(S) Who This Policy Is For

All students at SFIS must follow these rules when using:

- iPads or school tablets
- Chromebooks
- Smartwatches or audio devices
- iPhones or other phones
- Any personal digital gadgets

Devices You Can Use at School

Device	Allowed For
iPads / Tablets	Classwork, reading, learning apps (only if approved by the teacher)
Chromebooks	Research, writing, and educational use
Audio Devices	Listening tasks (only with teacher approval)

X Not Allowed During School Hours

Texting, calling, or chatting on devices

Taking photos/videos without permission

Name or using social media

Using devices during break or lunch

S Bringing unapproved gadgets to school

Rules & Expectations

- Devices must be **fully charged** and stay in your bag unless your teacher says otherwise
- Smartwatches = gadgets → Must be turned off and stored in bags
- No VPNs, hotspots, or non-school apps
- Be **principled**, **caring**, and **responsible**—just like an IB learner!

☆ Consequences

Violation	Consequence
First	Friendly reminder and a talk with the student
Second	Device taken away and returned at day's end
Third	Parent contacted; device held in school office for 1 week or until a meeting
Repeated	Device may be banned; disciplinary action may follow

器 Parent Responsibilities

- Talk with your child about safe tech habits
- Only send devices that follow the school's rules
- Check what apps and content are on your child's device
- Label devices and consider insurance

Privacy & Security

- Never share passwords
- Devices may be checked for safety reasons
- O Cyberbullying or misuse of devices = serious consequences

Policy Review

This policy will be updated yearly as technology evolves. Feedback from parents, students, and teachers is always welcome.

Curriculum & Instruction





Curriculum Overview

Early Years Programme (EYP 1-2)

Play-based learning focused on social-emotional growth and foundational inquiry skills.

Primary Years Programme (PYP 1-6)

Transdisciplinary inquiry, concept-based curriculum, and development of the IB Learner Profile.

Middle Years (MY 1-3)

Customized curriculum blending IB, Thai MOE, and UK best practices, with a strong focus on academic rigour, community action, and future-readiness.



Curriculum and Instruction

1) Early Years and Primary Years Programme (EYP/PYP)

Date Adopted: 28/12/2022 Review Date: July 2025

Silver Fern International School (SFIS) is proud to be an authorized International Baccalaureate (IB) World School, offering the Primary Years Programme (PYP) for students aged 3–11. The PYP focuses not just on what children learn, but on how they learn and how they apply their learning to the real world. Our curriculum promotes curiosity, critical thinking, and global awareness, aiming to develop confident, caring, and capable learners.

What Makes the PYP Unique?

Transdisciplinary Themes

Rather than teaching subjects in isolation, the PYP uses transdisciplinary themes—broad, real-world ideas that connect across subject areas. These themes help students explore big questions and understand how different areas of knowledge relate to one another and to life beyond school. Themes include:

- Who We Are Exploring personal identity, family, beliefs, health, and relationships.
- Where We Are in Place and Time Learning about history, geography, journeys, and how people and civilizations change over time.
- How We Express Ourselves Understanding how we communicate thoughts, feelings, culture, and creativity through different forms.
- How the World Works Investigating science, nature, and the impact of technology and innovation on our lives.
- How We Organize Ourselves Examining communities, systems, rules, and economic choices in our societies.
- Sharing the Planet Focusing on the environment, peace, human rights, and how we share resources responsibly.

Each unit of inquiry is built around one of these themes and invites students to explore a central idea through questions, discussion, research, and hands-on activities.

Key Concepts

To help guide student thinking and deepen understanding, the PYP uses seven key concepts. These encourage children to ask thoughtful questions and view learning from multiple angles:

- Form What is it like?
- Function How does it work?
- Causation Why is it the way it is?
- Change How is it changing?
- Connection How is it connected to other things?
- Perspective What are the different points of view?
- Responsibility What is our role and obligation?

These concepts help students become critical thinkers who can analyze, compare, and understand ideas more deeply.

Approaches to Learning (ATL Skills)

The PYP also focuses on developing lifelong skills that help students succeed in school and life. These are called Approaches to Learning, and they are:

- Thinking Skills Problem-solving, creativity, and decision-making.
- Research Skills Gathering, organizing, and evaluating information.
- Self-Management Skills Time management, independence, and emotional regulation.
- Communication Skills Listening, speaking, reading, and writing effectively.
- Social Skills Cooperating, resolving conflicts, and building relationships.

Students practice these skills every day in class, helping them become confident, capable learners.

Action: Learning That Leads to Doing

One of the most important parts of the PYP is that learning should inspire action. When students understand something deeply, they are encouraged to do something with their knowledge—whether it's helping others, starting a project, making informed choices, or advocating for a cause they care about. These actions can be big or small, but they help students understand that they can make a difference.

The PYP provides a well-rounded education by blending traditional subjects with modern approaches to inquiry, creativity, and global understanding. At SFIS, we are committed to nurturing internationally minded students who are prepared to thrive in a changing world.

2 Middle Years at Silver Fern International School

At Silver Fern International School, our Middle Years (MY) is a dynamic, interdisciplinary curriculum designed exclusively for our students. Combining the best practices from the International Baccalaureate (IB), the International General Certificate of Secondary Education (IGCSE), and the Thai Ministry of Education (MOE), our MY provides a well-rounded, challenging, and globally relevant education.

Our Approach

The MY at Silver Fern International School fosters academic excellence, critical thinking, and personal development. Our unique curriculum framework encourages students to make connections across subjects, develop problem-solving skills, and engage in real-world learning experiences.

Core Features of Our MY

- 1. Interdisciplinary Learning Students explore subjects through interconnected themes, fostering deeper understanding and critical thinking.
- 2. Inquiry-Based Education Inspired by IB principles, we emphasize student-led learning through exploration, research, and reflection.
- 3. Rigorous Academic Standards We integrate the structured framework of the IGCSE to ensure students develop strong subject-specific knowledge and skills.
- 4. Thai MOE Compliance Our program meets all national education standards, ensuring students are well-prepared for local and international academic pathways.
- 5. Global Perspectives Our curriculum encourages students to think beyond borders, understand diverse cultures, and engage with global issues.
- 6. Holistic Development Beyond academics, we focus on leadership, service learning, creativity, and personal growth.

Subjects Offered

Our MY includes a diverse range of subjects:

- English Language and Literature
- Language Acquisition (Chinese)
- Thai Language and Culture
- Individuals and Societies (History, Geography, and Global Issues)
- Sciences (Biology, Chemistry, Physics, and Integrated Science)
- Mathematics
- Arts (Visual Arts, Music)

- Design and Technology
- Physical and Health Education
- Independent Studies

Assessment and Progression in MY

Our assessment framework combines IB-style formative and summative evaluations, IGCSE-based subject proficiency tests, and Thai MOE criteria. This approach ensures students are well-prepared for further education, whether they choose IB Diploma, A-Levels, or national university pathways.

Beyond the Classroom

Our MY extends learning beyond textbooks through:

- Community and Service Projects
- Interdisciplinary Inquiry Projects
 Extracurricular Activities and Leadership Programs
- Field Trips and Real-World Applications

Pathways After MY

Graduates of our MY are equipped to excel in a variety of academic pathways, including:

- The IB Diploma Program (IBDP)
- The IGCSE and A-Level Programs
- Thai university entrance pathways
- International college and career opportunities

Why Choose Our MY?

- A balanced blend of global and local education standards
- A focus on critical thinking, creativity, and collaboration
- A strong foundation for future academic and professional success
- A supportive and engaging learning environment

Assessment Policy – Silver Fern International School

Academic Year: 2025–2026 Date Adopted: 28/12/2022 Review Date: July 2025

🗯 What Is Assessment?

At SFIS, assessment means checking how we learn and grow. It's not just about scores—it's about progress, reflection, and understanding.

We believe that assessments should:

- Help us grow and think deeply
- Support every student in their own way
- Encourage curiosity and responsibility
- Give feedback we can use to improve
- Show what we know—not just with tests!

Why Do We Have Assessments?

🧵 For Students

- Understand what we are learning
- See what we do well and what we can improve
- Learn to reflect and take charge of our learning

For Teachers

- Plan better lessons
- Track student progress
- Support different learning styles

Solution For Parents

- Know how their child is doing
- Celebrate achievements
- Work together with teachers

⊗ How Do We Assess Learning?

We use four different ways to look at learning:

Monitoring Learning

Facher talks, observations, class discussions

Documenting Learning

Dortfolios, journals, videos, photos

Measuring Learning

Tests, rubrics, quizzes, projects

Reporting Learning

Progress Reports , parent meetings, student-led conferences, PYP Exhibition

Types of Assessment

Туре	Purpose	Examples
Pre-Assessment	What do you already know?	Brainstorming, discussions
Assessment for Learning	Helps learning as we go	Journals, peer feedback
Assessment of Learning	Shows what you learned	Presentations, reports
Self & Peer Assessment	Reflection and feedback	Checklists, group reviews

X Tools We Use

Tool	What It Does
Rubrics	Show what a great piece of work looks like
★ Exemplars	Show examples of high-quality work
✓ Checklists	Help track what's done or included
Anecdotal Records	Notes on learning and behavior
ii Continuums	Show learning progress over time
Portfolios	Keep samples of learning and growth
● Observations	Watch and note how learning happens
Open-Ended Tasks	Let you be creative and show thinking
Performance Tasks	Real-world projects and demonstrations

How Do We Share Progress?

We keep parents and students updated with:

- Progress Reports Twice a year
- Parent-Teacher Meetings Mid-year and anytime as needed
- Student-Led Conferences (SLCs) You share your learning and goals
- PYP Exhibition (PYP 6) A big final project to show all you've learned!

Everything is shared through the Toddle app, and sometimes with printed copies too.

Making Assessment Fair for Everyone

We know that every student is different, so we make sure assessments are:

- Ø Differentiated (adjusted for level and interest)
- Inclusive (we support all learning needs)
- K Accessible (extra time, breaks, special tools if needed)

Students with special needs have IEPs (Individual Education Plans) to make learning fair and meaningful.

🔋 At SFIS, assessments are not just tests—they are tools to help you learn, grow, and shine!

2) 🏶 Inclusion Policy – Silver Fern International School

Academic Year: 2025–2026 Date Adopted: July 2025 Next Review: July 2026



At SFIS, everyone is welcome! No matter your background, abilities, or language—you belong here.

We believe that:

Every child can learn and grow

Differences make our school stronger

✓ All students deserve fair and equal opportunities

Working together helps us all succeed

My Do We Have an Inclusion Policy?

To make sure that:

- Every student gets what they need to learn and thrive
- Teachers, families, and leaders work together
- No one is left behind
- Learning is fair and joyful for all

We follow the values of:

- The IB (International Baccalaureate)
- The Thai Ministry of Education (MOE)
- The United Nations' goals for equal education

What Does "Inclusion" Mean?

Inclusion means:

- ★ Everyone can learn in their own way
- ☼ No barriers to joining in activities or classes
- ☆ Support is given if and when you need it.
- 🐆 All languages, cultures, and abilities are respected

Who May Need Support?

- Students with different learning styles
- Students who are new to English
- Students who need more time or different tools
- Students with emotional, physical, or academic needs

We call this group: Diverse Learners 💛

★ How Do We Help?

We offer:

- Learning Support (LS) Extra help in class or in small groups
- IEPs (Individual Plans) Personalized learning goals and strategies
- * Access Arrangements Things like extra time, breaks, or using computers during assessments

Who Helps?

Role	What They Do
Head of School Thai Principal PYP Coordinator	Provides staff, training, and makes final decisions
Learning Support Coordinator	Designs support plans and works with teachers
Teachers	Use different strategies to help everyone learn
Parents	Share info, attend meetings, support from home
Students	Speak up, ask for help, and be kind to others

Inclusive Learning in Class

Here's how we help every student:

- ☑ Differentiation Changing the task to suit your level
- Scaffolding Step-by-step support to build skills
- Multimodal learning Use of pictures, sound, movement, and tech
- ✓ Group work Peer learning and teamwork
- ☑ Flexible assessments Not just tests—also projects, videos, drawings, and more!

How Do We Know Who Needs Support?

Early Observation – Teachers notice and record what students need Referral – Teachers talk to the Learning Support team and families IEP Plan – A personal plan is made Review – Goals are checked twice a year and support can change or stop

During Tests and Assessments

Some students may get:

- (in Use of tools (e.g., text-to-speech)
- Tasks in easier formats
- Translated or simpler instructions

These are always fair and approved by school leaders.

⊚ ⑤ Outside Experts

Sometimes, we work with professionals like:

- Speech and language therapists
- Learning specialists
- Occupational therapists

Parents are always informed and involved.

Inclusion in School Culture

We celebrate everyone!

- Tolve IB Learner Profile awards for caring and open-mindedness
- Involve students in leading and advocating for inclusion
- Pach Social-Emotional Learning (SEL) every day

Following Thai MOE Guidelines

We make sure our inclusion practices are aligned with:

- Non-discrimination laws
- Support for all abilities in regular classes
- Working with communities to spread inclusive values

When Do We Review?

Every year, the Inclusion Policy is checked by:

- Head of School
- Thai Principal
- PYP Coordinator
- Learning Support Team
- Teachers
- Families

We make updates based on what works best for students and new education guidance.

PAT SFIS, every learner matters. Inclusion is not just what we do—it's who we are.

3. A Physical Education and Sports Activities

Academic Year: 2025–2026 Date Adopted: 28/12/2022 Review Date: July 2025

🌟 Our Philosophy

At SFIS, we believe **movement is magic!**

Physical education (PE) helps us grow strong, think clearly, make friends, and feel great. It's not just about sports—it's about becoming our best selves, inside and out.

We follow both the **IB Primary Years Programme (PYP)** and **Thai MOE** standards to make sure everyone gets to:

- Be active
- Stay safe
- Have fun
- Learn teamwork and resilience

@ Our Goals

We want all students to:

- Representation Develop physical fitness and coordination
- Build positive attitudes toward staying active
- Learn teamwork, fairness, and perseverance
- Take responsibility and make healthy choices
- Reflect and grow through every movement

📌 What's Expected

All students should:

- ✓ Join in all PE and swimming unless they have a doctor's note
- ✓ Wear the SFIS PE uniform and sports shoes on PE days
- ✓ Bring swimwear, towel, and swim bag on swimming days
- ✓ Be respectful and responsible during games and activities
- ✓ Follow all safety rules and instructions

🣤 Swimming Programme

Swimming = Safety + Skill + Fun!

It's a big part of our PSPE program and is supervised by trained coaches.

Safety First:

No entering the pool without a teacher

Floatation devices for beginner swimmers

No rough play or unsafe behavior

M Use the changing rooms before/after swimming

Remember:

Store wet items in your swim bag, and take care of your belongings.

PSPE (Personal, Social, Physical Education)

This special class teaches more than sports:

It's about being kind, confident, and respectful while you move your body and build your character.

T Dress Code

Wear the right gear to stay safe and active!

SFIS sports shirt and shorts

Proper athletic shoes

X No jewelry or outfits that might cause accidents

Behavior Expectations

In every session, students should:

Show respect to teachers and classmates

Put in their best effort

Take care of equipment

Speak kindly and play fairly

Who Teaches?

All PE and sports sessions are led by **qualified teachers**.

They:

- Give fair chances to everyone
- Support students of different skill levels
- Watch for progress and help when needed
- Keep safety and student well-being first

Modifications and Inclusion

At SFIS, everyone can play!

If a student:

- Is recovering from illness/injury
- Has a physical disability

We work with:

88 Parents

Doctors (if needed)
School leaders

to make sure every child has the chance to move and feel included. No one is left out—we adapt and support!

Standards We Follow

This policy follows:

- IB PYP guidelines on holistic learning
- Thai MOE Physical Education requirements
- UNESCO recommendations for Quality PE

We believe physical activity builds confidence, creativity, resilience, and joy—all key parts of growing into a healthy, happy global citizen.

p "A strong body builds a strong mind. At SFIS, we move, grow, and thrive together!"



School Resources

Facilities
Library
School Meals
Boarding House



Overview of School Facilities and Resources

Date Adopted: 28/12/2022 Review Date: July 2025

Y Our Belief

At Silver Fern International School (SFIS), we believe that learning happens everywhere — not just in the classroom! That's why we have special spaces where you can explore, create, play, and grow.

We also know that being in nature helps us feel calm, focused, and happy. That's why our school has gardens, a farm, and outdoor learning areas where you can plant, take care of animals, and learn about the environment.

🤼 What You'll Find on Campus

- **E** Library With lots of books for all ages to enjoy
- Chromebooks Used in class with teacher guidance Music Room With instruments like keyboards, drums, and ukuleles
- ♠ Art Room A space for drawing, painting, and getting creative
- # Sports Areas Includes gym, pool, and football field
- Makers' Space Build, experiment, and solve problems
- **Playgrounds** Fun spaces for younger and older students
- School Garden Grow plants and learn about healthy food
- Animal Area Take care of chickens and learn about animals
- Nature Trail Discover insects, trees, and local nature

🌠 Your Responsibilities

- Be gentle and careful with books, tools, and equipment
- Only use things when a teacher says it's okay
- Be kind to animals and nature
- Follow safety rules when playing or using tools
- Tell a teacher if something is broken or missing

If Things Go Wrong

If you break or misuse school property, you may need to help fix it. Other actions may be taken depending on what happened.

A Marding and Homestay Programme

Date Adopted: 28/12/2022 Review Date: July 2025



Our **Boarding and Homestay Programme** is for students who live away from home during the school year. It is a safe, friendly place where you can study, rest, eat, and have fun—just like at home!

Who Can Join?

- Students from PYP 3 and above
- Families apply by sharing health and school records

🚐 Where Will I Stay?

- You'll live in a house in Makmai Village (just 5 minutes from school)
- A school bus will take you to and from school

Who Takes Care of Me?

- A **House Parent** lives in the home with you
- They help with homework, safety, meals, and emotional support

Meals

- Lunch and dinner are from the school cafeteria
- Breakfast is made by the House Parent
- We take care of special food needs (like vegetarian or halal meals)

E Study Time

- You'll have quiet evening study hours
- House Parents help with schoolwork and study habits

Life Skills

You'll learn how to:

- Take care of your space and belongings
- Manage your time
- Help with small household tasks

Safety

- Emergency help is always available
- Regular checks are done to keep you safe
- Parents get weekly updates about your progress

Weekend Fun

- There are planned weekend activities and trips
- It's a great chance to explore and have fun with friends

Communication

- Your family will get weekly messages about how you are doing
- You can call or message home at agreed times

Nouse Rules

- Be kind and respectful to everyone
- Follow the school's Code of Conduct
- Stick to your curfew and rules of the house
- Respect others' space and privacy
- If you have a problem, talk to your House Parent or teacher

Our Goal

We want every student in the boarding house to feel **safe**, **supported**, **and happy**. We treat each other like family and help one another grow.

We aim to provide a second home that mirrors the values and care of family, aligned with IB and Thai MOE standards.

B. E Library Policies and Procedures

Date Adopted: 28/12/2022 Review Date: July 2025

Why the Library Matters

At Silver Fern International School (SFIS), the library is more than just a room with books — it's a space for **thinking**, **exploring**, **imagining**, **and growing**. Whether you're reading a new story, researching a project, or learning how to find information, the library is here to support your learning journey.

Library Hours

The library is open from **7:30 a.m. to 3:45 p.m.** every school day.

- Students in PYP 1 to MY 3 can visit between 7:30-8:00 a.m. to borrow books.
- You'll also visit the library once a week during your class's **Library Time**.

What Happens During Library Time

Each week, your class will visit the library to:

- Listen to or read stories
- Quality Learn how to find and use information
- Explore digital tools and resources
- E Borrow books to take home or read in school

Book Borrowing Rules

- You can check out 1 book at a time.
- Books are due back in 2 weeks.
- If you need more time, you can **renew** your book unless someone else is waiting for it.
- If you need a second book for a special project, ask your teacher or the librarian.

How to Behave in the Library

Let's keep our library a safe, calm, and welcoming space:

Follow These General Rules:

- Listen and follow directions right away
- Be respectful to everyone
- Keep your hands and feet to yourself
- Raise your hand if you want to speak
- Practice teamwork and kindness

Library-Specific Rules:

- Be gentle with books and return them in good shape
- No food or drinks allowed
- Return books on time

Teacher & Staff Borrowing

- Teachers can borrow as many materials as needed.
- Reference books and AV materials must be signed out at the desk.

同 Special Library Materials

- Reference books: For use inside the library only (unless a teacher signs them out)
- AV equipment: Only staff can borrow these
- Magazines/Newspapers: Students can read these in the library only

Lost or Damaged Books

- We don't charge for books returned late but don't make it a habit!
- If you lose or damage a book, your family will need to replace it or cover the cost
- If you later find the book and it's in good shape, your money will be refunded

If you don't return your books or pay for lost ones, you might lose borrowing privileges or not receive your final progress report until everything is settled.

At SFIS, the library is a place for discovery, imagination, and respect. Use it wisely — and always keep your curiosity alive!

C. W Nutrition and Wellness

Date Adopted: 28/12/2022 Review Date: July 2025

Why Good Food Matters

At Silver Fern International School (SFIS), we believe that **healthy food = a happy mind and strong body**. What you eat affects how you feel, learn, and grow. That's why we make sure every student gets food that is **nutritious**, **safe**, **and respectful of different cultures and needs**.

What Meals Do We Provide?

Each school day, you will enjoy:

- A buffet-style lunch
- Two healthy snacks (morning and afternoon)

Our meals include a mix of:

- Protein (like chicken, tofu, or eggs)
- Whole grains and carbs (like rice, bread, noodles)
- Fresh fruits and veggies
- Milk or plant-based options

We use ingredients that are fresh, local, and good for your body and the planet.

Respecting Everyone's Food Needs

We know everyone eats differently based on culture, religion, or family choices. That's why we offer food for:

- Halal or Kosher diets
- Vegetarian or Vegan diets
- Other needs (just let us know in advance!)

We make sure food is cooked and served carefully so nothing gets mixed by mistake.

Allergies and Food Safety

Your safety is super important to us. Here's how we keep you safe:

- We know which students have food allergies or sensitivities
- Our staff are trained to spot allergic reactions and act fast
- We have emergency steps in place if anything happens

Farents must tell the school right away if your allergies or dietary needs change.

Clean & Safe Kitchen

We follow **top hygiene rules** so your food is always fresh and safe:

- Our kitchen is cleaned and sanitized every day
- Food is stored and cooked correctly
- Our kitchen team is trained to handle food properly

Learning Through Food

Mealtimes aren't just about eating — they're a chance to **learn, celebrate, and connect!** You'll get to enjoy:

- Cultural food days where we try dishes from around the world
- Fun nutrition lessons on what foods are good for your body
- Workshops for you and your family about healthy eating

At SFIS, we believe food should nourish your body and make you feel welcome. Let's eat well, try new things, and enjoy every bite together!

School Community

A. Operations Team

Silver Fern International School is led by a team of dedicated professionals with diverse expertise in education, leadership, and school operations. This team is responsible for overseeing the daily functioning of the school and upholding our commitment to high-quality, holistic education.

- Chairperson: Mrs. Chutima Sutthiprapha
- Head of School: Mrs. Rizwana Amin
- Thai Principal: Mrs. Thongbai (Neung) Sawadpon
- PYP Coordinator: Mr. Alexander Van Beek
- Operations Manager: Mr. Borvorndham (Nong) Sriyongyos
- Human Resources Officer: Ms. Amily Chaiyakhun

The Operations Team ensures that the school aligns with both **IB expectations** and **Thai Ministry of Education (MOE)** regulations, while continuously enhancing the learning environment for all students.

B. Parent-Teacher Association (PTA)

At SFIS, we value strong family-school partnerships. Our **Parent-Teacher Association (PTA)** plays a key role in building community, fostering collaboration, and supporting school improvement initiatives.

- **Annual Elections**: Each year, one parent representative is elected from each class through a transparent, democratic process.
- Active Collaboration: PTA representatives work closely with teachers and administrators to share feedback, plan events, and address student and parent needs.
- Inclusive Representation: The structure ensures that every class has a voice and that diverse
 perspectives are considered in decision-making.
- Parent Engagement: Through PTA meetings, workshops, and school events, parents stay actively involved in enhancing the learning experience for all students.

This partnership strengthens our community and aligns with the **IB's emphasis on collaboration** and open communication, fostering a positive and inclusive environment.



Acknowledgment and Agreement Form



Silver Fern International School expects all students to understand and follow the rules, expectations, and values outlined in the Student Handbook. These guidelines help create a respectful, inclusive, and safe learning environment for everyone.

Student Handbook Agreement

l,	, a student of		
Hand	Fern International School, have read and reviewed the Student Book for the 2025–2026 academic year. I acknowledge and agree to ollowing:		
	I understand and will follow the school's code of conduct and behaviour expectations.		
	I will be respectful, kind, and responsible in my actions towards teachers, classmates, staff, and the school environment.		
	I agree to attend school regularly, arrive on time, and participate fully in all learning activities.		
	I will follow the school's policies on uniforms, digital device use, and academic honesty.		
	I understand and will follow the rules for safety, including during emergency drills, transitions, and break times.		
	I agree to use school resources (such as the internet, library, and equipment) responsibly and respectfully.		
	I will communicate with teachers or staff if I have any questions, concerns, or need help.		
	I understand that my actions have consequences and that failure to follow school rules may result in further action by the administration.		
	Student Signature		
Stı	udent Name (Print):		
7	gnature:		
Di	ate:		
Parent/Guardian Signature (for students under 18)			
Pa	rent/Guardian Name:		
	gnature:		
	ate:		



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SILVER FERN INTERNATIONAL SCHOOL "CLOBALLYMINDED LOCAL EDUCATION"

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