



safabritishschool.com



Principal's Welcome

Welcome to Safa British School

"Unlocking the Potential of Every Child in a place where individuality and community create excellence"

Individuality, Community and Excellence

At Safa British School, we educate and nurture the whole child, providing opportunities for each student to discover and develop their unique talents and abilities in a variety of areas including emotional, spiritual, academic, cultural, moral, linguistic, creative and physical. We create a culture of achievement within a vibrant and stimulating learning environment ensuring positive reinforcement at all levels of ability through appropriately differentiated expectations.

Your Mission

In this, your school, you will discover the confidence to explore the strength of your imagination and sometimes even the power to overwhelm.

You will come to enjoy the surprise of inspirational achievement and the experience of sharing it together.

You will learn to expect standards of yourself you didn't think you could reach. Everyone will expect the best from everyone else.

You will understand more the uniqueness of you and about each person's special place in our community and the wider world.

When the time comes for you to leave, our aim is that you will take with you the memory of a remarkable journey and a determination to go on to be the best that you can be.

Safa is a school that unlocks your potential for you to "Dream Big".

Brian Horwell Principal





Welcome to Safa British School

Dear Parents, Carers and Students,

It gives me great pleasure and excitement to extend a warm welcome to Safa British School. As we embark on this educational journey together, we assure you of our dedication to fostering a joyful, engaging and inclusive environment where every child can flourish academically, emotionally, and socially.

At SBS, we wholeheartedly embrace a sense of community that encompasses our students, staff, and parents. We encourage open communication and collaboration among all stakeholders to ensure that everyone feels heard, valued, and supported. Together, we will create a nurturing environment.

In the foundation stage and primary school, the curriculum is comprehensive and purposeful. As well as the core subjects, we embrace opportunities to explore sustainability, with a focus on the Sustainable Development Goals. We offer opportunities outside of the classroom, including local and residential trips, as well as the chance to showcase talents at external events in Dubai.

Our extracurricular activities (ECAs) are diverse and provide students with the opportunity to further explore their interests beyond the classroom. From dance to art, chess and yoga, there is something for everyone! We also participate in various sports competitions against other schools, promoting sportsmanship and resilience, which are valuable qualities for students to overcome challenges throughout their educational journey.

Purpose built, our school building is a wonderful place to be. With lush greenery and a flowing stream there are ample spaces for play and learning. Inside, we have a multipurpose auditorium, specialist classrooms for music, art and drama, a beautiful library and computer labs. Our sports facilities include an indoor sports hall, two swimming pools, an outdoor pitch and two courts. The learning spaces are designed to maximise natural light, creating bright and welcoming classrooms.

I encourage you to explore this handbook, which provides essential information as you and your child embark on your journey with us at SBS. It serves as a valuable resource, offering answers to frequently asked questions and helping you prepare for the new academic year.

Louise McGeever

Head of Primary, Vice Principal



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1. Term Dates 2025 - 2026

Term 1	Dates	
AS-Level Results Day	Thursday, 14 th August 2025	
GCSE Results Day	Thursday, 21st August 2025	
Year 7: Induction Day on school site	Monday, 25 th August 2025 09h00 to 11h00	
Year 1-6, Year 8, Year 9, Year 10: New students' drop-in session	Monday, 25 th August 2025 09h00 to 10h00	
ALL FS1 and FS2 students: Phased return	Monday, 25 th August 2025: details TBC	
Year 12 Academic Appointments	Monday, 25 th August and Tuesday, 26 th August 2025 One to one meetings – appointments will be scheduled	
Start of Term 1 for ALL Students (apart from Year 12 students)	Tuesday, 26 th August 2025	
Year 12: Induction Week	Wednesday, 27 th August 2025 to Friday, 29 th August 2025	
*Prophet Muhammad's (PBUH) Birthday	Thursday, 4 th September 2025	
Half Term: School Closed	Monday, 13 th October to Wednesday, 15 th October 2025	
Teacher Training Days (Students in School)	Thursday, 16 th October 2025 and Friday, 17 th October 2025	
*National Day Holiday: School Closed	Tuesday, 2 nd December 2025 and Wednesday, 3 rd December 2025	
End of Term 1	Friday, 12 th December 2025	

Term 2	Dates	
Term 2 Starts	Monday, 5 th January 2026	
*Ramadan Begins (School is open)	Wednesday, 18 th February 2026 (evening)	
*Eid Al-Fitr: School Closed	Thursday, 19 th March 2026 to Friday, 20 th March 2026	
End of Term 2	Friday, 20 th March 2026	

Term 3	Dates	
Term 3 Starts	Monday, 6 th April 2026	
*Eid Al-Adha: School Closed	Tuesday, 26 th May 2026 to Friday, 29 th May 2026	
*Islamic New Year	Tuesday, 16 th June 2026	
End of Term 3	Friday, 26 th June 2026	

National Holidays

All public holidays will be announced in the press by UAE Authorities.

*Actual dates are subject to change - please do not book any holidays until confirmed by the school.

2. The School Day

Monday - Thursday				
YEAR GROUP	MORNING DROP OFF	PICK UP	ECAS	
FS1	7.15 - 7.40am	12.45 - 1.00pm	N/A	
FS2	7.15 - 7.40am	2.00 - 2.15pm	3.15pm	
YEAR 1 - 6	7.15 - 7.40am	2.20 - 2.40pm	3.15pm	
YEAR 7 - 13	7.15 - 7.35am	3.20 - 3.30pm	4.10pm	

Friday				
FS1 - FS2	7.15 - 7.40am	11.10am		
YEAR 1 - 6	7.15 - 7.40am	11.20am		
YEAR 7 - 13	7.15 - 7.35am	11.30am		

Students should be on site by 07:40 in the morning to ensure a prompt start to the school day.

*Please note that lessons finish at 2.20pm but you can enter the school from 2.15pm

3. Who's Who



Louise McGeever

Head Teacher - Primary, Vice Principal headofprimary@safabritishschool.com



Noreen McGuckin

Deputy Head Teacher nmcguckin@safabritishschool.com



Fiona McDermott

Assistant Head Teacher - EYFS and Year 1 fmcdermott@safabritishschool.com



Dara Davey

Assistant Head Teacher - Pastoral Care ddavey@safabritishschool.com



Sarah Polley

Assistant Head Teacher - Assessment and Curriculum spolley@safabritishschool.com

3. Who's Who continued...



Chris Costello

Assistant Headteacher - Teaching and Learning ccostello@safabritishschool.com



Rebecca Devlin

Assistant Headteacher - Teaching and Learning rdevlin@safabritishschool.com



Denise McQuinn

Director of Inclusion dmcquinn@safabritishschool.com



Kerry Brain

Primary SENCO kbrain@safabritishschool.com

4. Communication - iSAMS

At Safa British School, we use the iSAMS Parent Application to ensure that all parents are up-to-date and have full access to the information that affects their child.

The Parent Portal offers a fantastic way to gain quick access to your child's school information and keep up-to-date with how well they are getting on at school. You can read the latest school news, view our school calendar and access other helpful information such as:

- Reports
- The school calendar
- Contact information updates
- Newsletters

You will receive information on how to create your account and access your child's information.

Username and Password:

When your child joins SBS, you will be sent information on how to set up your iSAMS account and password. If you don't receive this or have forgotten it, please email: reception@safabritishschool.com

If you forget your iSAMS password or get locked out of your account, you can reset it by clicking <u>here</u>.

Reports:

Your child's school reports will be made available via iSAMS at the end of each term. To view and download them, go to the 'School Profile' tab and then click 'School Reports'.

Parent Teacher Conferences:

These take place each term. Details will be emailed to you and available on iSAMS. You will need to book a time to see your child's class teacher. Specialists teachers will be available on a drop-in basis.

Comments and feedback:

At Safa British School we believe that students and parents are entitled to expect courteous and prompt, careful attention to their needs and wishes. The School takes very seriously any complaints and concerns that may arise which involves either your own child or the School as a whole. We also welcome suggestions and feedback on how to improve the School.

We will give prompt and serious attention to any areas of dissatisfaction. We anticipate that most concerns will be resolved quickly in an informal manner by approaching the appropriate member of staff. If this does not achieve the desired result, we have a procedure for dealing with concerns. Details can be found here.

Whatsapp



The only official WhatsApp communication supported by the school is the SBS Broadcast Group, used by Reception for weekly updates.

The school does not operate or endorse any class WhatsApp groups. All official communication will be sent via email, the parent portal, or the SBS Broadcast Group.

Parent-created WhatsApp groups are informal and not linked to the school. Please note that UAE law applies to conduct within these groups.

5. Useful information

- 1. <u>Term dates</u> can be found on our <u>website</u> and on <u>iSAMS</u>
- 2. <u>Access to the school:</u> the school site is open to pupils from 7.15am, please utilise gates 2, 3, 4 and 7 and be mindful of where you park outside the school to as to not cause traffic issues.
- 3. <u>Parent passes:</u> to enter the school site, you MUST wear your parent pass. Please complete this <u>form</u> to apply for your parent pass. Please be respectful of UAE culture and laws and dress respectfully and appropriately when on the school site.
- 4. <u>Absence reporting:</u> to report your child absent, please complete this <u>form</u> by 8am on the day of absence. You must complete to form for each day your child is absent.

Absences MUST be reported via this form and NOT via email or Seesaw.

If your child is absent for 3 or more days, please provide a medical note to: nurse@safabritishschool.com

- 5. <u>Request for leave:</u> wherever possible we request that you avoid taking your child out of school during term term. However, if this is unavoidable and wish to apply for authorised leave, please complete this <u>form</u>
- 6. <u>iSAMS</u>: The Parent Portal / iParent App offers a fantastic way to gain quick access to your child's school information and keep up-to-date with how well they are getting on at school. You can read the latest school news, view our school calendar and access other helpful information. If you forget your iSAMS password or get locked out of your account, you can reset it by clicking here. Please check iSAMS on a regular basis to ensure you don't miss any communication, dates or events. All school newsletters are posted directly on iSAMS each week.

- 7. <u>Contact details</u>: if your contact details change (email or telephone number), you must update us to ensure that you receive the school communications and we can contact you when we need to. Please email reception@safabritishschool.com to update your details
- 8. <u>Catering Services</u>: the school canteen is provided by the Tuckshop café. Pupils from year 5 upwards can also purchase food from the canteen. We are a nut-free school and therefore request that parents do not provide nut related products in lunch boxes. We have a cashless system in operation for pupils in Year 5 and above, details can be found <u>here</u>.

You are welcome to send your child to school with a snack and packed lunch, and water for the day (which can be refilled in school).

In keeping with the local culture and students with allergies, no pork or nuts/products containing nuts should be brought into SBS. In addition, SBS promotes healthy eating and we request that you do not send in soda, cake/cupcakes, donuts or sugary food.



- 9. <u>Transport</u>: STS provides the school bus services. They have an office in Safa British School and can be contacted on 04 339 7555; 050 522 5368 or lyena.cerezo@sts-group.com
- 10. Lost property: any lost and found items are put in the grey cupboards in the courtyard (between the FS2 and YI classrooms). Any electrical or valuable items will be held at Reception. In the last two weeks of each term, this will be put in the courtyard. Items not collected at the end of each term will be donated to charity.

- 11. <u>Media Permission:</u> At Safa British School we use many forms of multimedia and digital tools to highlight and celebrate the wide range of learning experiences that are available to the children. Information and a consent form will be sent out at the start of each academic year. If you have any concerns or questions then please do not hesitate in contacting Sarah Polley our Head of Online Safety on: <u>spolley@safabritishschool.com</u>
- 12. <u>Sports Squad training</u>: if your child is selected for a squad, training takes place before school at 6.30am. Trials for the Sports Squads will either take place after-school or in lessons times and dates will be shared with parents and pupils. The PE team will let you know which squad trains on which day.
- 13. <u>Parent workshops:</u> we run a variety of parent workshops each term; details will be shared at the start of each term and in the weekly newsletters.



14. <u>Star Club</u>: this is an after-school club available for pupils in FS1 to Year 6. Further details can be found on our <u>website</u>. Star Club is an after-school activity club, operating within Safa British School. It offers a variety of fun, engaging activities for children from FS1 up to Year 6. The opening hours are 1pm until 5pm, Monday to Thursday.



Essential 6. Documents

The below documents must be submitted to the Registrar and Arabic Secretary before a student joins the school. Failure to submit the documents may result in your child not being registered with the Knowledge and Human Development Authority (KHDA).

Documents required by the KHDA:

- Original Transfer Certificate (if joining SBS from another school in the UAE)
- Copy of Student's Passport x 1
- Copy of Student's Residence Visa x 1
- Emirates ID card (front and back of both parents and students) x 1

Documents required by SBS before starting:

- Medical Consent Form
- Student Vaccination Record

This <u>documentation</u> is required at the time of offer acceptance in order to complete your child's enrolment.

Please ensure that you inform us of any changes to your child's contact details. Please notify the school nurse of any changes to your child's health.

Parent – School Contract: you must provide your child's Emirates ID and parent's Emirates ID to the school and sign the KHDA Parent-School contract. This has been introduced to ensure that schools and parents are aware of their duties and responsibilities towards each other and towards their children. It benefits both the school and families. The KHDA will uphold the agreement stipulated in the contract when a party refers a matter to the KHDA for deliberation and endorsement. The contract will be forwarded to parents in digital format to read and sign.

7. Uniform

Stitches is the official uniform provider for the school. Uniforms should be purchased ONLY from Stitches in order to ensure uniformity of style and fabric.

ww.stitches.ae

(+971) 4 348 6110 Units 3 and 4 Street 10 Al Quoz 1

Dubai



customerservice@stitches.ae

WhatsApp: +971 4 348 6110

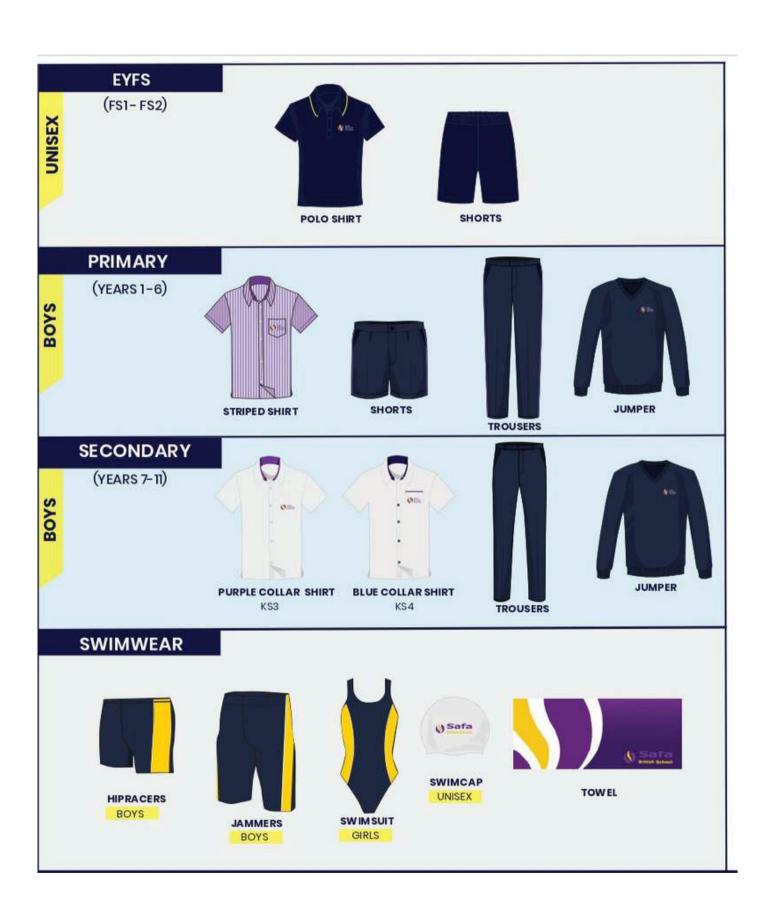
We expect our students to come to school neatly groomed and smartly dressed, in the correct and appropriate clothing.

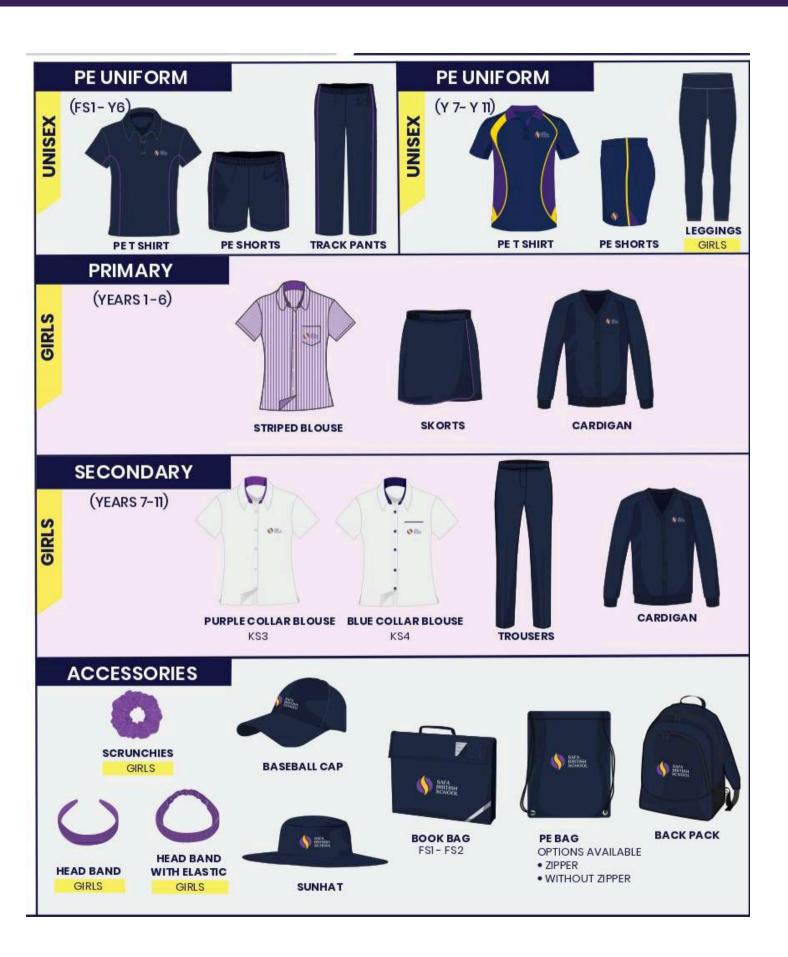
Hair and Accessories:

- Jewellery, other than watches, is not permitted
- One pair of studs or sleepers only are to be worn in pierced ears
- All children, irrespective of gender, will be asked to tie back long hair
- · Colourful hairband, bows etc are not allowed
- Uniform hairbands may be worn
- Religious accessories are allowed (We do request a parental email to be sent to the class teacher notifying the school of this exemption)

Used Uniform:

You are welcome to donate any used SBS uniform to the school Reception. This will then be available for other parents to buy from the Friends of Safa Used Uniform Sale.





8. Equipment List

Students need a rucksack to carry their required equipment for school. All students are provided with class notebooks during the year, and books (physical and digital) are provided where appropriate. All equipment is provided, however children are welcome to bring their own pencil cases, pencils and other stationery if they wish. Students are required to bring the following every day.

Devices: Students need an iPad/tablet from <u>Year 1</u> upwards. There is no requirement that devices are a particular make or model however please ensure newly purchased devices are using the latest operating systems for longevity.

Lunch: Students can bring a packed lunch or you can preorder food from the Tuckshop. Pupils in Year 5 and 6 you can also purchase from the Canteen, using the cashless system.

Water: We strongly advise students use a thermos water bottle to keep their drinks cool during the day.

We are a nut-free school and request that no foods containing nuts are sent into school.



9. Extra Curricular Activities and Sports



With our outstanding facilities, we offer an extensive range of extra curricular clubs. Our sports offering includes basketball, netball, football, dance and gymnastics. SBS prides itself on being a long-standing member of DASSA (Dubai Athletics and School Sports Association) and BSME (British Schools Middle East). Through these networks, we create teams to allow students the opportunity to represent our school in a healthy, competitive environment, striving to improve their individual and collaborative performance.

SBS offers a wide range of additional ECAs in order to ensure a full breadth of opportunity for students. It is staffed by both SBS staff and external providers.

The ECA programme will be shared with parents and pupils are the start of each term and then sign up will take place. Please note that capacity is limited, and booking must be made via the booking system – details will be shared prior to the booking system opening. Please note, that if you child usually takes the bus, you must make alternative pick up arrangements if they attend an ECA. The collection time for ECAs is 3.15pm, you are welcome to wait in the school canteen.

10. The Use of Technology and Social Media

Bring Your Own Device: The school operates a Bring Your Own Device policy from <u>Year 1</u>. This can be any tablet but it should have the most recent operating system on it and be fully charged at the start of each day. iPads work best with the applications we use in school.

At Safa British School we use many forms of multimedia and digital tools to highlight and celebrate the wide range of learning experiences that are available to the children. Information and a consent form will be sent out at the start of each academic year. If you have any concerns or questions then please do not hesitate in contacting Sarah Polley our Head of Online Safety on: spolley@safabritishschool.com

School Publications

Facebook

Facebook is a social networking website and service where users can post comments, share photographs and links to news or other interesting content. The school Facebook account is linked with content posted on the school Instagram account.

Instagram

Instagram is a mobile photo-sharing application and service that allows users to share pictures and videos either publicly or privately on the service, as well as through a variety of other social networking platforms, such as Facebook, Twitter etc.





What will be posted?

The Safa British School Instagram and Facebook will post interesting content as well as reminders/notices and information about upcoming events. In addition to this, photos and videos may be posted to celebrate student achievements and field trips.

Privacy

Safa British School has a single Facebook, and two Instagram accounts, which are managed by Senior Leadership. It is an open account, which means anyone may view, like and follow the page and the posts within it.

Sarah Polley will have overall responsibility to ensure that parent wishes are followed in regards to the options chosen. If you have any concerns or questions then please do not hesitate in contacting Sarah Polley our Assistant Headteacher on: spolley@safabritishschool.com

Please note that whilst we will do our utmost to respect your request for opting out of school media, there may be instances where children are pictured in background imaging.

At SBS, we utilise a variety of approved apps and websites to enrich and support student learning. As new tools are introduced, we'll keep you informed and ensure the latest updates are always available on our <u>website</u>.

11. E-Safety

Staying safe online continues to be a whole school priority here at Safa British School. Welcome to our school's dedicated section on eSafety – a crucial aspect of our commitment to creating a safe and secure digital learning environment for our students.

In today's interconnected world, where technology is an integral part of our daily lives, it is vital that we equip our students with the knowledge and skills to navigate the online landscape responsibly. E-safety, or electronic safety, encompasses the measures and practices in place to ensure the well-being of individuals while using digital devices and the internet. As a school that prides itself on cultivating wellbeing, we recognise that our digital wellbeing is just as important. Learning about wellbeing through our SBS Wellbeing Elements, opportunities to learn about digital wellbeing are discreetly taught using our "Safe Surfers" Wellbeing Element.

At our school, we recognise the transformative power of technology in enhancing education, communication, and collaboration. However, we also understand the potential risks associated with the digital world. The importance of eSafety lies in fostering a culture of responsible and ethical behavior online, promoting digital citizenship, and safeguarding the well-being of our students.

Through our comprehensive eSafety program, we aim to educate students on the potential dangers they may encounter online, including cyberbullying, inappropriate content, and the importance of protecting personal information. Our curriculum integrates lessons on online etiquette, critical thinking, and digital literacy to empower students to make informed decisions in the digital space.

Parents, teachers, and students are encouraged to actively participate in our eSafety initiatives. We believe that collaboration between school and home is essential in creating a united front against online threats. Regular workshops, informational sessions, and resources are provided to keep everyone well-informed about the latest developments in online safety.

By instilling a sense of responsibility and awareness in our students, we are not only preparing them for the digital challenges of today but also for the evolving landscape of tomorrow. Together, let's foster a safe and positive online environment where our students can explore, learn, and thrive.

12. Pastoral Support

AAt Safa British School, pastoral care is at the heart of our community. We believe that wellbeing is not a standalone initiative—it is woven into the fabric of everyday school life, from Early Years through to Secondary. Our holistic approach nurtures emotional literacy, resilience, relationships, and responsible digital citizenship, ensuring every child feels safe, seen, and supported.

From the moment children begin their journey with us, they are encouraged to explore and express their feelings in age-appropriate ways. In Early Years, our Colour Monster check-ins and the use of the Leuven Scale help staff understand how settled and engaged each child is, creating responsive learning environments where emotional wellbeing comes first.

As children move through primary, they are introduced to Thought Monsters—child-friendly strategies for recognising and reframing unhelpful thoughts—as well as Komodo, our new digital wellbeing application. Komodo empowers students to self-reflect and reach out for support, while giving staff helpful insights into emerging trends. This proactive system supports timely interventions and strengthens the student–teacher connection.

In addition, our five Elements of Wellbeing—Everyone Matters, Kind Minds, Independent Individuals, Happy Hearts, and Safe Surfers—are embedded into our Moral, Social, Cultural, and Spiritual (MSCS) curriculum. These elements provide a clear and consistent language for students and teachers to discuss wellbeing across subjects and year groups. They are introduced through dedicated lessons, cross-curricular projects, assemblies, and reinforced through whole-school initiatives, ensuring wellbeing remains a visible and active part of the learning experience.

At every stage, Safa's pastoral care system is guided by research-informed practice and a deep commitment to the individual needs of our students. We work closely with families to ensure each child is known, nurtured, and empowered to thrive. IT'S ALL ABOUT THE

KING BEYON

At Safa British School







EYFS COLOUR MONSTERS

The introduction of the 'Colour Monster storybook' provides a foundational approach to emotional regulation, seamlessly integrated into daily routines and guided by early years practitioners. Designed for our youngest learners, this approach helps children explore and understand their emotions in a relatable and engaging way.

Through the story's vibrant character and visual cues, children begin to identify feelings such as happiness, sadness, anger, fear and calm

As the children enter school, they can complete a feelings check-in by adding their name to the colour monster that best represents how they are feeling. This routine encourages self-awareness and provides practitioners with valuable insights to support each child.







Key areas of focus include:

- Recognising emotions
- Emotional expression
- Self-regulation strategies

By embedding the Colour Monster into early learning, children gain the

foundational skills needed for personal well-being.



EYFS-LEUVEN SCALE

By embedding the research behind the Leuven scale into our Through the Child's Eye's framework, we ensure that every child's emotional and social development is closely monitored and supported.



EMOTIONAL WELLBEING



ENGAGEMENT



RELATIONSHIPS

The Leuven Scale for Wellbeing and involvement supports our approach to understanding children's emotions and social development in the Foundation Stage. Using the principles of the Leuven Scale, we evaluate how settled and engaged children are during activities, ensuring that our responses and interventions are tailored to their individual needs.

The Leuven Scale approach creates a nurturing and responsive learning environment where children feel secure, deeply engaged and ready to flourish both now and in the future.



CLASSROOM BEHAVIOUR



COMODO

As the children progress into Lower (Year 3-4) and Upper KS2 (Year 5-6), they are introduced to Komodo. Komodo is employed from Year 3 all the way through to secondary school. This tool not only empowers our children to seek help when they need it but also enables us to track trends in wellbeing.

We have created five elements of wellbeing that the children study:



To provide a holistic approach to nurturing our student's personal growth, interpersonal skills, mental and emotional resilience, and responsible digital

By focusing on these areas, we are contributing to the development of well-rounded individuals who are prepared to face challenges in various aspects of life at Safa British School.

THOUGHT MONSTERS

The introduction of Thought monsters helps to further develop their wellbeing and help them learn how to identify unhelpful or negative thoughts.

Thought Monsters:

- The Magnifying Monster
- The Fortune Telling Monster
- The Making it Personal Monster
- The Blame Game Monster

By engaging with these characters children gain a better understanding of their inner dialogue and learn techniques to challenge negative thoughts with support from teachers and peers.

Key areas of focus include:

- Self-awareness helping recognise negative thought patterns and their impact on
- Emotional Resilience introducing strategies to reframe thoughts in a positive way
- Social Support fostering an environment where children feel comfortable expressing feelings and seeking help









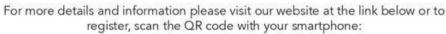


مركز الفنون الموسيقية CENTRE FOR MUSICAL ARTS

Learn To Play an Instrument at

Safa British School





www.cmadubai.com/en/safabritishschool

SCHOOL Registration does not guarantee a place on the instrumental program. You will be contacted when a space becomes available for your child. Lessons take place during the school day and are subject to terms and conditions agreed upon at registration.



Call: 056 766 6527 | Email:safabritishschool@cmadubai.com | Visit: www.cmadubai.com



reception@safabritishschool.com accountant@safabritishschool.com nurse@safabritishschool.com School telephone number: 04 388 4300

Please include your child's full name and class in all correspondence.

safabritishschool.com