



SYDNEY INTERNATIONAL  
SCHOOL SYSTEM

# Parent Handbook

2023 - 2024

Welcome to  
Sydney International  
School System



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# LETTER FROM BOARD OF PRINCIPALS

*Dear Parents,*

First, Sydney International School System (SISS) would like to extend best wishes and a warm welcome to the first academic year 2023 – 2024.

SISS is proud to be the first and only school in Vietnam to implement the comprehensive New South Wales program for students enrolling in the Bilingual Program and the International Program.

At SISS, students can experience and study in a safe, healthy, modern, and multicultural environment. They will have access to a program designed based on the educational standards of New South Wales, Australia. SISS also focuses on extra-curricular activities which help develop the student's mental health and social abilities. In addition, SISS also especially applies integrated technology to the curriculum and equips them with modern and advanced learning equipment, giving students the opportunity to pursue their passion for technology.

SISS simultaneously builds communication channels to connect with Parents and students, as well as modern learning management software for Parents to track study plans, documents, exercises, and school events.

The School hopes that through the Parent Handbook, Parents and students can fully grasp information about the School's activities as well as the organization, management, and regulations of the School during the academic year 2023 – 2024. Thereby, we will contribute to a breakthrough for students this academic year.

The School is honored to accompany you this academic year, and that will serve as a solid foundation for us to create a positive, connected, and civilized SISS community.

Best Regards,

**The Board of Principals of Sydney International School System**



## I. INTRODUCTION

### 1. VISION – MISSION – GOALS



#### VISION

Our goal is to become the leading international school in Vietnam that provides Australian-standard curriculum and learning environments, contributing to the development of a new generation of global citizens who are fully equipped with knowledge and skills, a flexible, adaptive attitude, and a strong spirit to confidently enter the era of explosive technology and be prepared to face the challenges of the modern world.

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#### MISSION

SISS provides a comprehensive and rigorous Australian Curriculum in a safe, multicultural environment aligning with students' passions, talents, and aspirations. We inspire students to be ethical, globally conscious life-long learners and responsible digital citizens who contribute positively within a diverse and changing world.

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#### GOALS

SISS offers a gateway to a diversity of powerful international educational experiences for our students:

- Students are well prepared to achieve ambition beyond school: In further education, careers and live a balanced life that embraces life-long learning, inspired by the values and ethics of the SISS school community.



## GOALS

- Students attain and maintain an English speaking and learning environment which embraces our multilingual community.

SISS's teaching method is student-centered, providing an active and independent learning environment:

- The abilities of each student are evaluated and accurately demonstrated in different curricula.
- The School provides a practical and creative learning environment through a variety of practical activities from various academic and entertainment clubs.

The development of the School is based on sustainable cooperation:

- The School builds a good collaborative relationship with other institutions.
- Students are going to visit museums, art galleries, concert halls, sport halls, theme parks and other sights.

The School actively promotes the concept of "global citizenship" and empowers students to solve problems:

- Students have awareness of social, political, economic and cultural issues in the country and in the world.
- Students demonstrate their ability to perceive, understand and evaluate in depth via the expression of their point of views.

All activities of the School always contribute to bringing positive value to the students and community:

- The School ensures that the policies and activities do not affect the environment, society, economy and health.



## **2. CORE VALUES**

SISS operates with these core values:

### **EXCELLENCE**

SISS believes that each student is different in its own way. We pursue academic excellence and student-centered education to shape a challenging curriculum, teaching students how to think, learn, solve problems, work individually as well as in a team, motivating them to pursue long-term learning (life-long learners).

### **CARE**

We care about the power of mercy and sympathy with knowledge. The ability to recognize, care, share and understand is key to developing a positive and inclusive community that guides students towards sympathy, integrity and respect. Care is expressed through kindness, cooperation, responsibility, respect for oneself and others, SISS students are educated to make a positive difference in their lives.

### **COURAGE**

SISS is a challenging learning environment. We ask all members of the community to learn to challenge themselves at higher levels, to verify the knowledge they have acquired, to be fearless and bold in thought and action. At SISS, we ask all members of our community to be brave to face challenges and willing to engage in challenges.

### **INTEGRITY**

We believe in integrity and principle, commitment to our mission and responsibility for our choices. We hold a steadfast commitment to deep respect, fairness, empathy, truthfulness in our actions and communications. And we foster those traits in our students.

### **RESPECT**


SISS students are being taught to become engaged, active and globalized citizens who will be able to achieve admission to a diversity of universities worldwide.

We strive to build a community where every individual is respected and treated impartially. As an international educational community, we honor the contributions of all our members. By respecting the differences, we build a community that is united, safe and welcoming everyone.


### **RESPONSIBILITY**

We encourage each individual to be willing to take responsibility for himself or herself, while linking their own responsibility to the responsibility of the community. Responsibility is the foundation of a solid academic community with selected goals. We are responsible for our actions and words, and knowing that these contribute to the betterment of our communities.

### 3. SCHOOL CALENDAR

 School Holiday

 National Holiday

 Test Week

#### August 2023

14/08 - 18/08/2023	Student Orientation Week
21/08 - 25/08/2023	School Year Commencement
25/08/2023	Wellbeing Day
25/08 - 29/08/2023	Kick-off House System (House Captains)

#### September 2023

01/09 - 04/09/2023	Independence Day
11/09 - 15/09/2023	Kick-off CSR Project 2023 - 2024 Announce House Captains, Club Leaders
21/09/2023	Peace Day
29/09/2023	Mid-Autumn Festival

#### October 2023

10/10 - 30/10/2023	Mid-semester 1 Exam - MoET Program
16/10/2023	Kick-off TEDxYouth@SISS
20/10/2023	Vietnam Women's Day
23/10 - 27/10/2023	Book Week International Fest
27/10/2023	Wellbeing Day
31/10/2023	Halloween Day

#### November 2023

30/10 - 10/11/2023	ATAR Exam 2023
20/11/2023	Vietnamese Teacher's Day
21/11 - 24/11/2023	House Sport Day x Family Day
27/11 - 30/11/2023	Writing Champion
29/11/2023	My First 100 Days of School



<b>December 2023</b>	
01/12 - 15/12/2023	Tet Art Contest
04/12 - 08/12/2023	End of Semester 1 Exam - NSW Program
11/12 - 15/12/2023	Christmas Activities (Fair)
18/12 - 22/12/2023	TEDxYouth@SISS - School Round
18/12 - 29/12/2023	End of Semester 1 Exam - MoET Program
19/12/2023	Boxing Day
22/12/2023	Wellbeing Day
25/12 - 29/12/2023	Winter Break
<b>January 2024</b>	
01/01/2024	New Year's Eve
03/01 - 10/01/2024	Sport Week WASS - PENN - SISS
15/01 - 19/01/2024	Student-led Conference 1
22/01 - 26/01/2024	<ul style="list-style-type: none"> <li>• International Mathematics Assessment for Schools</li> <li>• CREST International Spell Bee</li> <li>• TEDxYouth@SISS Contest - School Round</li> </ul>
26/01/2024	Australian Day and Wellbeing Day
<b>February 2024</b>	
02/02/2024	Spring Festival
05/02 - 09/02/2024	Tet Holiday
12/02 - 16/02/2024	Tet Holiday
19/02/2024	Back to School
27/02 - 29/02/2024	Film Festival
<b>March 2024</b>	
08/03/2024	International Women's Day
11/03 - 15/03/2024	TEDxYouth@SISS Final Round VioEdu Arena Debate Champion
20/03 - 29/03/2024	SISS's Got Talent

25/03 - 29/03/2024	<ul style="list-style-type: none"> <li>• VEX World Champion</li> <li>• Robotacon WRO</li> <li>• World Scholar's Cup</li> <li>• International Kangaroo Math Contest</li> <li>• Chicago International Music Competition</li> </ul>
29/03/2024	Wellbeing Day
<b>April 2024</b>	
12/04/2024	Pink Day
13/04 - 14/04/2024	School Year Exhibition
15/04 - 26/04/2024	End of Semester 2 Exam - MoET Program
18/04/2024	Hung King Day
19/04/2024	Earth Sustainability
22/04 - 26/04/2024	End of Semester 2 Exam - NSW Program
26/04/2024	Wellbeing Day
30/04/2024	Liberation Day
<b>May 2024</b>	
01/05/2024	Labour Day
06/05 - 10/05/2024	Battle of the Bands
12/05/2024	Mother's Day
13/05 - 17/05/2024	<ul style="list-style-type: none"> <li>• Soccer Tournament</li> <li>• International Science Olympiad</li> <li>• International Maths Olympiad</li> <li>• International Maths and Science Olympiad</li> <li>• SEA Maths and Science Olympiad</li> <li>• Unicus Critical Thinking Olympiad</li> <li>• ASIARPE Olympiads</li> </ul>
13/05 - 17/05/2024	Student-led Conference 2
25/05 - 26/05/2024	Graduation Ceremony
27/05 - 31/05/2024	Closing Ceremony
<b>June 2024</b>	
03/06 - 07/06/2024	Practical Learning Program (Optional)

## 4. DAY SCHEDULE

- The School is open at 7:00 am.
- All students must be at school before 8:00 am, leave before 5:00 pm.
- The front office is open from 7:00 am to 5:30 pm.
- The school library is open from 7:00 am to 5:30 pm, where students can do homework before returning home. They can use the library after school only when they can keep order, remain silent, and avoid affecting other classmates, or they will be reminded and asked to leave the library.
- If a student is late for school or stays late after school, Parents must know the reason for their stay, especially for primary students. Parents should know exactly where, when, and who they are with to avoid any tragic event from occurring. The School Office will notify Parents of any circumstances that need to be resumed. If the Parents pick up the child after 5:30 pm. Every day, the School will charge an extra-hour care fee of 150,000 VND/hour. If a student does not participate in any activities after school, the School will be exempted from the responsibility of supervising the students after school.

### DAY SCHEDULE

ELEMENTARY SCHOOL	
8:10 - 8:20	Homeroom Teacher
8:20 - 9:00	Period 1
9:00 - 9:40	Period 2
9:40 - 10:00	Break
10:00 - 10:40	Period 3
10:40 - 11:00	Reading Circle
11:00 - 12:40	Lunch   Naptime
12:40 - 13:20	Period 4
13:20 - 14:00	Period 5
14:00 - 14:30	Break   Snack
14:30 - 15:10	Period 6
15:10 - 15:50	Period 7 or Afterschool Activities
15:50 - 16:30	Period 8 or Afterschool Activities

MIDDLE SCHOOL	
8:10 - 8:20	Homeroom Teacher
8:20 - 9:00	Period 1
9:00 - 9:40	Period 2
9:40 - 10:00	Break
10:00 - 10:40	Period 3
10:40 - 11:20	Period 4
11:20 - 12:40	Lunch   Naptime
12:40 - 13:20	Period 5
13:20 - 14:00	Period 6
14:00 - 14:30	Break   Snack
14:30 - 15:10	Period 7
15:10 - 15:50	Period 8 or Afterschool Activities
15:50 - 16:30	Period 9 or Afterschool Activities

## 5. COMMUNICATIONS

CONTACT DETAILS	CONTACT INFORMATION
<ul style="list-style-type: none"> <li>• Admission program</li> <li>• Academic calendar</li> <li>• Program/course/competition registration</li> <li>• Buying textbook/uniform/materials</li> <li>• Forms/rules</li> <li>• Meals</li> <li>• Shuttle bus</li> <li>• Birthday party booking</li> </ul>	<p><b>SCHOOL OFFICE</b>            Phone: (028) 777 666 88            Hotline: 0988 966 688            Email: <a href="mailto:schooloffice@siss.edu.vn">schooloffice@siss.edu.vn</a></p>
<ul style="list-style-type: none"> <li>• Policy</li> <li>• Teaching programs</li> <li>• Teachers</li> </ul>	<p><b>THE BOARD OF PRINCIPALS</b>            Hotline: 0906 211 688            Email: <a href="mailto:bops@siss.edu.vn">bops@siss.edu.vn</a></p>
<ul style="list-style-type: none"> <li>• Problems regarding subjects/programs</li> <li>• Students' transcripts</li> <li>• Students' reports</li> </ul>	<p><b>ACADEMIC AFFAIRS DEPARTMENT</b>            Email: <a href="mailto:academicaffairs@siss.edu.vn">academicaffairs@siss.edu.vn</a></p>
<ul style="list-style-type: none"> <li>• Students' psychology and mental health</li> <li>• Orientation for education pathway, guide to prepare university, scholarships information</li> </ul>	<p><b>SCHOOL COUNSELING DEPARTMENT</b>            Email: <a href="mailto:advising@siss.edu.vn">advising@siss.edu.vn</a>  <i>(Physical and mental issues)</i>            Email: <a href="mailto:collegecounseling@siss.edu.vn">collegecounseling@siss.edu.vn</a>  <i>(Orientation for education pathway)</i></p>
<p>Tuition issue/payment/refund</p>	<p><b>ACCOUNTING DEPARTMENT</b>            Email: <a href="mailto:payments@siss.edu.vn">payments@siss.edu.vn</a></p>





## 6. ACADEMIC SHOWCASE

### 6.1. ORIENTATION DAY

For new Parents, SISS will hold an Orientation Day to welcome Parents and students. It also aims to provide Parents with detailed information about the School, academic programs, extracurricular activities, and other services such as library use, health care, transportation, clubs, the House System, picking up - dropping off operations, and means of communication between the School and Parents.

### 6.2. PUBLICATIONS

Monthly Newsletter – will be announced on the last day of the month. The Monthly Newsletter is the main medium for the School to update the activities, the latest information coming to the Parents.

All contributions to the Monthly Newsletter should be submitted by 12:00 pm on the wednesday of the 3rd week of the month, by email: [newsletter@sis.edu.vn](mailto:newsletter@sis.edu.vn).

Class bulletin – will be announced every weekend. The class bulletin board is a medium for teachers to update on the latest activities, information, and notifications to Parents. Parents will use the SPS 360 Portal, namely the “Class Dashboard” feature on the home screen to update this content.

Please visit the following link to see detailed instructions on how to access and view the Class Dashboard on SPS 360 [here](#).

### 6.3. SCHOOL VISIT

Parents/Guardians entering the School during the hours of 8:15 am to 3:30 pm need to make an appointment with the School Office.

To ensure students’ safety at school, all visitors must wear name tags according to the School regulations. Visitors or Parents will register ID cards at the guard room to get name tags, then will be guided to the reception desk to wait for the appointment.

Lunch for non-registered students at school is taken to school before 10:00 am. If students forget to bring their belongings, Parents may deposit them in the ground floor guard room. Security guards will make arrangements for the student.

## II. REGULATIONS

Please find out more information [here](#).

## III. HEALTH ISSUES

### 1. HEALTH REPORT

Student health records are always completed before the student is admitted and updated for the next academic year. Any related medical information such as illness, vaccination schedule or other information, must be provided to the School Health Department. Teachers or staff involved in the health of the student will be notified and information about the student's health will be kept confidential. Parents will receive forms: Admission Form and Health Report.

Please complete the form and return it to the School.

### 2. TREATED DAILY

If students need to take antibiotics during the day, Parents have to create a drug information form on the dosage, the period of use, and other instructions on Parent Portal SPS 360 and bring medicines along when taking students to school. The Medical Department will be responsible for managing, storing all medicines securely, properly, as well as monitoring and supporting students when taking medicines according to the prescription information provided by Parents.

**Please visit the following link to see detailed instructions on how to make prescriptions on SPS 360 [here](#).**

#### Notes:

- If there are any undesirable reactions or emergencies occurring while your child is taking the medication, the School will immediately notify the Parents and provide medical support if necessary.
- If the disease is mild, antibiotics or other medicines should be given by Parents to consume before or after school.
- Please ensure that students do not carry any other drugs during their stay at school; as well as during their extracurricular activities. In special cases, please contact the School's medical staff for assistance.

### 3. DRUG USE IN CASE OF EMERGENCY

With parental permission, students may use over-the-counter medications for the following illnesses at school: headaches, menstrual cramps, sore throats, etc. If you have the same symptom more than three times a month, you will receive a thorough medical evaluation.

### 4. DISEASES AND ACCIDENTS

#### 4.1. DISEASES

When sick or injured during school hours, students will be referred to the School's medical department for prompt treatment. If the incident is serious, they may be taken to the emergency room at the nearest hospital. The costs for such services will be paid by the Parents/Guardians.

In case of necessity, the student will be sent home, at which time the School will contact the Parents/Guardians in advance to arrange for student pick-up.

Exceptionally, the administration may have other options.

If a student has to be absent for health reasons, Parents will need to provide the relevant medical records to the administration. When they are sick, they are not allowed to leave school without contacting the health department.

**4.2. THE PROCESS OF HANDLING ACCIDENTS:** Please find out more information [here](#).

## **5. RETURN TO SCHOOL AFTER ILLNESS**

Please inform the School of infectious diseases such as chicken pox, diarrhea from intestinal infection, rheumatism, tuberculosis, impetigo, meningitis, mononucleosis/glandular inflammation or any other case of inflammation before they return to school. Students who have these conditions need to be informed by a doctor about their non-communicable status, or what the School needs to keep in mind. When they are ready to return to school, Parents need to update a written notice from their doctor in the Absence Letter created on Parent Portal SPS 360.

Please enter this following link to see detailed instructions on updating the recovery confirmation paper in the previously created Leave of Absence form on SPS 360 [here](#).

## **IV. ATTENDANCE POLICY AND PROCEDURES**

Please find out more information [here](#).



## V. COMMUNICATIONS WITH PARENTS

### 1. PARENT PORTAL SPS 360

The SPS 360 Parent Portal provides a single focused portal that helps Parents/Guardians:

- Quickly capture the studying process and activities at school of students - Update school news, activities, and announcements.
- Easily register services, purchase uniforms, and course books.
- Rapid and convenient online payment for tuition fees.
- Personalize the information and experience of each student.
- View the detailed schedule.
- View weekly reports, academic results by term.
- Create support requests such as leaving, registering school services.
- Connect and exchange information with Teachers through group chat.

#### Access information:

 <https://sps360.siss.edu.vn>

SPS 360 Mobile App on [Android](#)

SPS 360 Mobile App on [IOS](#)

Parents, please refer to the detailed user manual at the following link:

<https://help.siss.edu.vn/category/sps360-parents-portal>



## 2. ONLINE LEARNING SYSTEM LMS CANVAS

SISS will deploy the Learning Management System (LMS Canvas) to help students be proactive in self-learning, do homework and increase student-teacher interaction.

Students will be provided with a Canvas account in the first week of their arrival. Students will be taught how to log in and practice on Canvas.



Parents can access the Canvas login page at:

**Website:** <https://lms.siss.edu.vn>

Parents, please refer to the detailed user manual at the following link:

<https://help.siss.edu.vn/category/lms-canvas>

## 3. PARENTAL MEETING

As part of the School's regular reporting process, Parental meetings involving students, Parents and teachers will take place twice a year. These meetings are held after each semester.

For emergency meetings, the School administrators are always ready to host and exchange information with the student's Parents/Guardians. Please contact the School for an appointment in advance.

## 4. SHOW YOUR OPINION AND INTEREST

The School welcomes positive, negative or objective contributions, suggestions,... and will always value the opinions and concerns of Parents.

Parents can contact the following departments for timely support:

- For daily issues relating to student activities, school services: Parents can contact their homeroom teacher or office staff.
- If Parents have concerns about more complex issues such as student interests, child development, or disciplinary issues: Parents are welcome to contact the Vice Principal of the School.
- If Parents' opinions relate to academic issues such as curriculum structure, choice of subjects: Parents are welcome to contact the Academic Affairs Department.

Parents can contact directly through meeting, telephone or email. The contact information of the departments in charge are shown in the Contact Information section. Any questions, contributions or feedback from Parents will be responded to by the School within a maximum of 48 hours from the time the School receives the information (excluding weekends or regular holidays).

## VI. SISS CODE OF CONDUCT

Please find out more information [here](#).

## VII. ACADEMIC PROGRAM AT SISS

### 1. Prizes

At the end of the academic year, SISS will reward students with outstanding achievements. Each student can receive the following awards:

- **Academic Prize:** Students who have achieved academic excellence as required applicable to both the international curriculum and the Vietnamese curriculum.
- **Principal's Reward:** For the best student with the highest average grade.



- **New South Wales Bilingual Program Award**

	<b>YEARS PREP - 5</b>	<b>YEARS 6 - 7</b>
<b>Principal's Honor Roll</b>	Students achieve all grade "A" in 3 main subjects of the NSW program (English, Math, Science), and have the distinction of "Excellent completion of learning & training content" (for Year 5) or the distinction of "Excellent student" (for Years 1, 2, 3, 4) of the MoET program.	Students achieve all grade "A" in 3 main subjects of the NSW program (English, Math, Science) (for Year 6), and 4 main subjects of the NSW program (English, Math, Science, HSIE) (for Year 7) and have the distinction of "Excellent student".
<b>Honor Roll with Distinction</b>	Students achieve all grade "A" in 3 main subjects of the NSW program (English, Math, Science).	Students achieve all grade "A" in 3 main subjects of the NSW program (English, Math, Science) (for Year 6), and 4 main subjects of the NSW program (English, Math, Science, HSIE) (for Year 7).
<b>High Honor Roll</b>	Students achieve at least one grade "A", and no grade below "B" in 3 main subjects of the NSW program (English, Math, Science).	Students achieve at least one grade "A", and no grade below "B" in 3 main subjects of the NSW program (English, Math, Science) (for Year 6), and 4 main subjects of the NSW program (English, Math, Science, HSIE) (for Year 7).
<b>Honor Roll</b>	Students achieve at least one grade "A" with no grade below "C", or all grade "B" in 3 main subjects of the NSW program (English, Math, Science).	Students achieve at least 1 grade "A" with no grade below "C", or all grade "B" in 3 main subjects of the NSW program (English, Math, Science) (for Year 6), and 4 main subjects of the NSW program (English, Math, Science, HSIE) (for Year 7).
<b>Certificate of Completion</b>	Students complete the program of study, but do not meet the above conditions.	Students complete the program of study, but do not meet the above conditions.

- **MoET Program Award**

Title	Award conditions
<b>Years 1 - 4 (According to Circular 27/2020/TT-BGDĐT)</b>	
<b>Excellent Achievement</b>	Students who have assessment results are good completion; good conduct; earn at least 9.0 in final exams.
<b>Good completion in learning and training</b>	Students who have assessment results are good completion; good conduct; earn at least 7.0 in final exams.
<b>Good completion in Math/ Vietnamese</b>	Students who have assessment results are good completion or completion; fully completed conduct; earn at least 5.0 in final exams of all subjects and earn at least 7.0 in final exams of Math or Vietnamese.
<b>Improvement Award</b>	Students who have assessment results are good completion or completion; good or fully completed conduct; earn at least 5.0 in final exams of Math or Vietnamese.
<b>Good completion of abilities</b>	Students who have assessment results are completion; good conduct; earn at least 5.0 in final exams.
<b>Year 5 (According to Circular 22/2016/TT-BGDĐT, 30/2014/TT-BGDĐT)</b>	
<b>Excellent completion in learning and training</b>	Students who have good assessment results; good conduct; earn at least 9.0 in final exams.
<b>Good completion in learning and training</b>	Students who have good assessment results; good conduct; earn at least 9.0 in final exams; have some limitations which have been informed for Parents monthly, but students have not improved during the academic year.
<b>Good completion in learning</b>	Students who have good assessment results; fully completed or good conduct; earn at least 9.0 in final exams.
<b>Good completion in Vietnamese/Math/Science/ History &amp; Geography</b>	Students who have assessment results are good completion or completion; Good conduct; earn at least 9.0 in final exams of Vietnamese/Math/Science/History & Geography.
<b>Completion Award</b>	Students who have assessment results are completion; fully completed conduct; earn at least 5.0 in final exams of Math or Vietnamese.

**Years 6 - 7**

**(According to Circular 22/2016/TT-BGDĐT, 30/2014/TT-BGDĐT)**

<b>Excellent Achievement</b>	Students who have assessment results are good completion; fully completed all subjects; earn at least 6.5 in the average score of each semester and full year; earn at least 9.0 in the average score of at least 6 subjects.
<b>Good Achievement</b>	Students who have assessment results are good completion; fully completed all subjects; earn at least 6.5 in the average score of each semester and full year; earn at least 8.0 in the average score of at least 6 subjects.

## **2. Teaching equipment - Languages**

### **Teaching equipment**

The School will provide textbooks according to the international curriculum for students on the fee schedule for the academic year 2023 - 2024. For Bilingual Program, students will prepare their own textbooks according to the Vietnamese curriculum.

Learning tools will be prepared based on the information mentioned in the article.

Students in Year 7 need to prepare personal computers and math learning tools.

### **Languages**

For Bilingual Program, students will be taught both English and Vietnamese language in the teaching process. Students are required to use English in areas where English is required and in New South Wales curriculum classrooms.

## **VIII. ASSESSMENT AND REPORTING POLICIES**

Please find out more information [here](#).

### **Closing ceremony**

At the end of the academic year, the closing ceremony is held to celebrate the achievements of outstanding students in each grade level.

### **Professional training**

In addition to the professional training week at the beginning of the year, foreign teachers will have 5 days of professional training during the academic year. During these days, homeroom teachers and co-teachers will be in charge of the class.

The purpose of this activity is to improve pedagogical skills and support students effectively. In the event that teachers have to attend training sessions abroad, there will be temporary substitute teachers during this period.



# IX. EXTRACURRICULAR ACTIVITIES



## 1. House System

SISS House System will be officially introduced and implemented in the new academic year 2023 – 2024 for primary and secondary schools, with many competitions in academics, sports, arts and social engagement.

Students have opportunities to earn achievement points for themselves and their teams through activities and competitions taking place at school. The House System aims at implementing school rules and regulations, encouraging students to participate in extracurricular activities related to sports and cultures, and promoting their leadership skills.

Students are assigned to their houses in a random manner. The allocation process can take into consideration students' needs in social and emotional skills to ensure appropriate instruction for all students within a House.

**The SISS House System consists of 4 symbols based on Greek Mythology:**



### Zeus

The symbol of Strength and Justice



### Apollo

The symbol of Artistic Beauty



### Asclepius

The symbol of Compassion



### Athena

The symbol of Wisdom

Combining students from all Years in one House allows them to meet and work with their new peers. Younger students feel comfortable going up to the older grades and older students improve their relationships with younger students.

The House System will bring big changes in after-school activities, encourage connection and healthy competition to grow together in a friendly, collaborative learning community.

House System will bring significant changes to after-school activities, promoting integration and healthy competition to develop a collaborative and friendly learning community.





## 2. Practical Learning Program and Experiential Activities

During the academic year, students experience 2 types of extracurricular activities, including subject-related experiential activities (mandatory) and the practical learning program (optional).

The Experiential Activities include day trips provided to students free of charge. The School always creates various opportunities and beneficial activities for students through external field trips. Each field trip is related to a specific subject theme and students are required to submit assignments or reflections after each trip.

Students are required to maintain a serious attitude and adhere to the School's regulations and policies when participating in experiential activities and field trips. Students are expected to dress appropriately for the learning environment. In special cases, students will receive specific announcements regarding dress codes.

Regarding the practical learning program, Parents will be informed two months in advance, which is anticipated to be held during winter break week or the final week before the completion of the academic year. These are optional programs and require a fee. The paid field trip fee is non-refundable for any reason.

## 3. Spirit Day

The School will organize several Spirit Day activities for SISS community, for example:



### Peace Day

(Students wearing blue clothing)



### Pink Day

(Students wearing pink shirts to support anti-bullying efforts)



### Book Day

(Students become incarnate characters)

These events can only be successfully implemented with the unity of all students in the SISS community. These events can only be achieved with the unity of all SISS community students. For each student who wears attire to school with the above meaning, the School will deduct 10,000 VND per student for charity.

## 4. After-school activities

After school, the School regularly organizes various activities covering academics, sports, arts and education for the following purposes:

- Create various beneficial activities to expand students' knowledge.
- Create a fun, enjoyable environment for students to play and relax after school.
- Enhance community awareness and consciousness.
- Enhance community engagement.
- Develop leadership skills.
- Foster teamwork skills.

- Foster the sense of responsibility toward themselves and the community.
- Nurture Creativity.
- Preserve cultural heritage through traditional artistic activities.

**The activities will be implemented in a diverse range, including:**



### Clubs

Clubs are organized twice a week with 20 different activities. The duration of each club lasts 25 sessions per academic year. Students can choose to participate in 02 clubs per year. Parents are kindly requested to explore the club introduction and regulation [here](#).



### Tutoring class

Based on the academic results of the previous academic year for the existing students and the entrance test results for the new students, the School will arrange tutoring classes for students who require additional support for their academic subjects. Notifications regarding participation in these classes will be sent to Parents. For students who are not included in the assigned class list, Parents can register online through the Parent Portal if their child has a need for tutoring. The registration process can also include selecting the preferred club activity schedule.



### Talents Development Academy

In the academic year 2023 - 2024, students who show talent after being assessed for their abilities will be nurtured, reviewed, and supported to participate in both domestic and international academic, talent, and science and technology competitions. The Talents Development Academy (TDA) will accept registrations from students at the beginning of each semester. Parents can register through the Parent Portal. Information about the training fields and instructions on how to register will be sent to Parents prior to the registration opening date.



### Disciplined participation

The School will reject disciplinary students who have disciplinary problems during the course of their activities. Parents will be notified of student misbehavior. Students who leave earlier or are absent more than three times will be terminated from class.



### Sign up early to make reservation

First come first serve, the School only gives priority for early sign-ups because the size class is limited. Successful candidates will be confirmed by text. The rest will be on the waiting list.



### Cancellation of after-school activities

In the event of any cancellation of after-school activities, the School will immediately notify the Parents of primary and secondary students. For students in high school level, the School will communicate the information through their respective homeroom teachers.

## X. LIBRARY

Please find out more information [here](#).

## XI. HOMEWORK PROGRAM

Please find out more information [here](#).

## XII. IMPLEMENTED TECHNOLOGIES AT SISS

Please find out more information [here](#).

### EXPECTED ANNUAL COMPETITIONS IN 2023 - 2024

NO.	COMPETITIONS	EXPECTED TIME	NOTES
1	Science Without Borders Art Challenge	Every March	
2	Chicago International Music Competition 2024	03/2024	
3	Debate Champions	02/2024	House System Challenge
4	Writing Champions	11/2023	House System Challenge
5	All Stars Fest 2024	03/2024	House System Challenge
6	Short Film Festival	10/2023	House System Challenge
7	TEDxYouth@SISS	01/2024	
8	International Letter-Writing Competition for Young People 2024	01/2024	
9	VEX World Championship 2024	03/2024	
10	Robotacon WRO 2023 - 2024		
11	World Scholar's Cup 2024	03/2024	
12	Battle of the Bands 2024	04/2024	Interschool
13	Soccer Tournament 2024	05/2024	Interschool
14	The International Kangaroo Mathematics Competition (IKMC) 2024	03/2024	
15	The International Mathematical Assessment for Schools (IMAS)	01/2024	
16	VioEdu Arena	02/2024	Primary
17	The Southeast Asian Mathematical and Scientific Olympiad (SEAMO) 2024	06/2024	

18	The Universal Concept of Mental Arithmetic System (UCMAS) Logic Olympiad 2024	07/2024	
19	The ASIAROPE Olympics 2024	07/2024	
20	CREST International Spell Bee Winter	01/2024	Year 1 - Year 7
21	The International Science Olympiad (ISO) 2023	06/2024	
22	The International Mathematical Olympiad (IMO) 2024	06/2024	
23	The Pacific International Mathematical and Scientific Olympiad (PIMSO) 2023	06/2024	
24	The International Mathematical Olympiad (IMO)	06/2024	







**SYDNEY INTERNATIONAL  
SCHOOL SYSTEM**

*\*A member of Western Australian International School System*

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