



## WELCOME TO TIGRIS CLASS

Dear Parents,

Welcome to the Montessori Elementary Programme at IMS and the Indus Class!

We are delighted to welcome your child to the classroom and are certain that the Montessori environment will be a positive and enriching experience. Our classroom has children of all nationalities, ages and abilities, which lends a rich diversity to the classroom experience.

We would like you to view us as your partners in your child's education, and to this end, we will work to communicate how your child is developing on an ongoing basis. We will contact you by telephone during the first week of school to let you know how your child is settling in and answer any questions you may have. Please feel free to contact us at 2566 7196 after 3:30pm any day or by email at: [adriana.vivas@ims.edu.hk](mailto:adriana.vivas@ims.edu.hk) and [eddie.zhou@ims.edu.hk](mailto:eddie.zhou@ims.edu.hk).

## NOTES FOR STARTING BACK TO SCHOOL

### SCHOOL CALENDAR

Given the continuing restrictions in place for gatherings, we have reviewed our calendar to ensure that school events can continue as close to normal as possible while satisfying social distancing. This will be the theme throughout the year, so please keep an eye out for updates to the calendar from time to time. For the latest version, please visit [School Calendar 2022-2023](#).

### COVID-19 SAFETY PROTOCOLS

As part of our Covid-19 protocols, the following are the most important steps to take before school starts. Please read these carefully, and also review our [Health and Safety Protocols](#) for a complete set of our Covid measures. We thank you for helping keep our community healthy and safe.

1. Please complete the [Student Health Declaration and Vaccination Form](#) **by today**. If you answer "YES" to any of the questions on the declaration, please refrain from sending your child to school, and contact us by phone to provide more details. In this form, we are also asking everyone to once again **provide details of your child's vaccination status, and upload the latest vaccination record** where applicable so please have it at hand. You must have completed this form prior to your child's first day.
2. Please have your child complete a **Rapid Antigen Test (RAT) every morning** before coming to school, and if the result is positive, keep your child at home and contact us. If your child has any symptoms of Covid or is feeling unwell or lethargic, please also refrain from sending them to school.
3. Please print out this [Updated Daily Temperature and RAT Form](#). In the form, **you must do the following daily**:
  - Fill in your child's temperature before you leave home



- Check that you are re-affirming the Health Declarations made in #1 above
- Sign to confirm that your child has a negative RAT result for that day.

**PLEASE NOTE THAT IF THE RAT CELL IS BLANK AND/OR THE FORM IS NOT SIGNED, YOUR CHILD CANNOT ENTER THE CAMPUS, AND WILL HAVE TO WAIT OUTSIDE TO BE PICKED UP, OR FOR A PARENT TO COME AND SIGN THE FORM. WE WILL ARRANGE FOR AN ADULT TO SUPERVISE THEM IN THIS INSTANCE.**

For the safety of all bus children, please note that if your child is sent on the bus without completing the RAT declaration form, bus service may be suspended for your child.

4. Please have your child come to school in a properly fitting mask and keep extra masks in their school bag. If your child refuses to wear a mask properly at school, they will be unable to attend school.
5. The campus will open at 7:45am. Please line up where indicated along the school fence and avoid crowding the entrance. Please also note that due to Covid measures, all children should enter the campus on their own so that additional adults are not required to come on campus. We will have additional staff at the door to help children walk to class as needed. In light of this, please prepare your child to say goodbye at the entrance.
6. For any adults coming to campus for special events such as orientation or volunteer activities, the Vaccination Pass Requirement continues to be in force, which means that adults will need to fulfil the Vaccination Pass Requirements using the Leave Home Safe App unless otherwise exempt, to enter the campus. (Pending any further changes from the government). Visitors will also need to declare that they have tested negative on RAT on the day of the visit.

### CAMPUS LOGISTICS

Please carefully review and print out the attached [ST Campus Logistics](#) for essential contact details, campus opening schedule, safety reminders, and parking and drop-off protocols.

### HEALTH & SAFETY

Your child's health and safety are of critical importance to us! Please carefully review the attached:

- **Healthy Eating:** IMS students learn the importance of living a healthy lifestyle, including nutrition. We ask that parents support this by encouraging your child to choose, prepare and bring healthy food to school for snacks, lunch, and special events. Please download here the [IMS Healthy Eating Guide](#).
- **Safety:** Please carefully review the safety notes in the Campus Logistics. Please show your IMS Security Card to enter the campus and collect your child at dismissal. If you do not have the security card, you will need to sign the visitor register and show a Hong Kong ID.
- **Weather Warnings:** School Closure: When Hong Kong Schools close due to inclement weather, IMS will close too. Please review the attached [Weather Warnings: School Closure Guide](#).

### BUS SERVICE

Castle Brothers have already confirmed bus service for your child by mail. If you have registered for bus service and have not received your child's bus card by now, please contact Robert Mu at Castle Brothers: +852 2555 2088.



## UNIFORMS

Please ensure your child has the full uniform, including a backpack and a hat. When children are outdoors, they must wear a hat during school hours. Please see the attached [IMS Uniform Guide](#) for further details. If you have made a new uniform order from Aston Wilson before July 31, the uniform will be placed in your child's cubby, and teachers will ensure they take them home once school begins. Should you need to change the size, contact Campus Admin staff or visit Aston Wilson in Kowloon.

## CAMP

We are hopeful that as COVID restrictions continue to improve, we will be able to hold camp in some form. Camp is an important element of social, physical and educational experiential learning as well. This experience of nature begins in Elementary. The Camp experience starts as a day camp in Lower Elementary and becomes an overnight experience in Upper Elementary. The fee for Camp is invoiced separately in your first month. A camp letter will be sent out in January with further details.

## COMMUNICATION

**Please remember to update us with any change of address or other information, including allergies or medical information.** You can login to your [Engage Parent Portal](#) account to check your contact information (including emergency contact) and medical details in the Engage system. Please email your Campus Admin if any revisions are necessary. A guide on how to login to your Portal account and where to check your Contact information is provided [here](#). Please also review our Parent Handbook and Bus Guide under the "Documents" section in your Engage Portal.

Important information and notices will be available on the [IMS Engage Parent Portal & Parent App](#). You will also receive school-wide emails and emails from us.

We very much look forward to seeing you soon!

Warm regards,  
Ms Adriana and Zhou Lao Shi (Eddie)