



Greenfield
Community
School



Welcome to Our School

“We put children at the heart of Learning.”



tāaleem
inspiring young minds



Dear Parents, Welcome!

GCS is an International Baccalaureate (IB) Continuum School. At GCS “we put children at the heart of learning”.

We work hard at supporting your child where he/she needs it most while offering him/her a wide range of choices that will allow him/her to learn new things and develop into a global citizen. Embracing knowledge and fully understanding the cross cultural environment we live in; bridging and developing that understanding of a more global world perspective will become part of your child’s daily habits.

This is why at GCS we acknowledge the importance of choice.

Choice in languages: we offer English, Arabic, French and German. We also support our non-native English speakers through our English as an Additional Language (EAL) Program.

Choice in programmes: our Grade 11-12 students have the opportunity to undertake the International Baccalaureate Career- Related Certificate (IBCC) or the International Baccalaureate Diploma Programme (IBDP). Both programmes are designed to help students achieve their personal best while embracing the core values of Greenfield Community School.

Admissions Office





Orientation Day for New Students

[Orientation Day Information](#)

This day happens only once a year at the beginning of the Academic School Year (Aug/Sept). It is intended for new students to meet teachers and key people and get familiarized with the school.

Emirates Identification

All students are legally required to be registered with the Ministry of Education. Please submit all required admissions documents.

As per KHDA requirements parents of all new students coming from overseas and from local nurseries into KG1/KG2/Gr1 are required to register their and their children Emirates ID cards. If you haven't done so, please bring both Emirates IDs to the Admissions Office. Students coming from a local school in Dubai will automatically be transferred through the KHDA Online Transfer System based on previous schools updates to KHDA.

Parent Signed Offer Letter Required

KHDA Requirement of Parent-School Contracts

[KHDA Connection Information](#)

Please email or submit a copy of your signed **GCS Offer Letter** to the Admissions Office prior to your child entering the classroom. We require both the sponsor's and child's Emirates ID. After KHDA registration we will email you a **Parent School Contract for your signature**, Please sign it and return it to Admissions at Admissions@gcschool.ae

PLEASE NOTE: It is a Taaleem policy that all financial matters be concluded before students are allowed to enter their classrooms.



School Uniform & Dress Code

The school believes that the clothes chosen as the school uniform reflect the ethos of the school in terms of respect and sensitivity to different cultures. Therefore school uniform is compulsory for all our students.

Students are expected to wear the full school uniform appropriately at all times. Students who do not present themselves in the correct and appropriate attire may be sent home.

Standards to apply when wearing the school uniform:

- Students are expected to dress in a manner that is neat and appropriate for our community and school that shows learning comes first.
- Skirts for MYP girls must be below the knee.
- Pants should be size appropriate and worn at the waist.
- Shoes must always be worn. School shoes are to be black and low heeled.
- Watches and single stud earrings are acceptable.
- Nail polish should be clean, and make up for secondary students natural and modest.

At times students may be permitted to wear casual clothing for some school events. At all times clothing should be appropriate for the cultural sensitivities of the region. During school events:

- All shirts and blouses must completely cover the stomach, chest and bare back. No bare midriffs.
- Shoulders should be covered at all times.
- Pants and skirts should be below the knee.
- Leggings and tight clothing should be covered by long shirts, sweaters or smock.



Uniform List

[Uniform Information](#)

The GCS School Uniform can be found and is available for purchase from Zaks located in their Motor City Store. 800 ZAKS (9257) open at 10 am—7:30 pm. View full list here

Bus Transportation

[Arab Falcon Transport Information](#)

[Bus Transportation Form](#)

Bus Transportation Policy, Fees and Registration Form. Please complete and sign the Registration Form and submit it to Ms Subia, Customer Service Representative, at Arab Falcon at: csr.gcs@arabfalcondubai.ae +971(0) 567515037

School Communicator

[Installation Information](#)

The School Communicator is the **only** official method of communication with parents regarding announcements and emergency notifications. Please click on link and follow the instructions for downloading the application on your mobile device and/or computer.

Lunch at GCS

[Canteen Information](#)

A school canteen is an essential part of every school. GCS has 2 canteens: one in Primary School for KG to Grade 3 and another in Secondary for Grade 4 to Grade 12 Students.



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School Timings

Primary School 7:45am -2:30pm

Secondary School 7.:5am – 3:30pm

Every Tuesday we have an early dismissal for Primary and Secondary School:

Primary School at 1.30pm and Secondary school at 1:35pm

School Administrative Office Hours are from 8am until 4pm Sunday to Thursday

Primary Morning Pick-up & Drop-off

Children will line-up at 7:40 am and the starting bell will ring at 7:45 am.

Our KG2 to Grade 5 teachers will be holding a sign with the students' names and grade levels. Students are to line-up with their respective teachers.

The following designated areas will be used for morning drop-off, 7:30am -7:45 am and afternoon pick-up, 2:30pm

KG2 The KG playground gate will open at 7:30 am. Supervision will be provided until the children are greeted by their KG teachers at 7:45am.

Grade 1 Students line-up under the shaded area outside the Primary Cafeteria and enter the school through the Primary reception area.

Grades 2 & 3 Students line-up under the shaded area by the Primary climbing structure.

Grades 4 & 5 Students line-up under the shaded area at the front of the Secondary School.

KG1 Week One: For their safety and well-being, all KG1 students will enter their classrooms from the KG hallway. The drop-off time is 7:30 and no later than 7:40. In an effort to avoid the larger crowds at dismissal time, the KG1 pick-up time is 2:20 from the classrooms.

KG1 Week Two Onward: The KG1 students will start and end their days with our KG2 students. The KG playground gate will open at 7:30am. Supervision will be provided until the children are greeted by their KG teachers at 7:45am. End of day pick-up at 2:20pm will take place at the same point as morning drop-off.



English as an Additional Language (EAL)

[EAL Programme Information](#)

EAL is one of the unique set of programmes that GCS offers to the early, primary and middle years students. It is a very important part of the educational needs of our international students.

Extra-Curricular Activities (ECA)

[After School Activities Information](#)

[eSports After School Activities](#)

ECA offer a great opportunity for G1-G5 students to chose an activity that partners with their academic interest and that they actually really enjoy doing. ECAs are a great way to discover oneself and one's passion. Taaleem also contracts E-Sports for other after school activities.

Admissions Policy & Tuition Fees

[Tuition Fees Information](#)

[Fees Terms & Conditions](#)

Admissions Policy and Tuition Fees for Academic Year 2014-1015 and all related links for Terms and Conditions and Payment Method Options.

GCS Facebook Page



The GCS Facebook Page provides highlights of the many events and activities that occur during our school's Academic Year.

GCS Twitter



Our GCS Twitter is used to tweet/ retweet educational media news that reflect he school's philosophy & learning.



Primary Timetable Example

	Sunday	Monday	Tuesday	Wednesday	Thursday
Registration (07:45-07:55)					
Period 1 (08:00-08:40)	MFL/ EAL/ SEN	Homeroom	Homeroom	Homeroom	Music
Period 2 (08:45-09:25)	Homeroom	Homeroom	Homeroom	Arabic A/ Homeroom	Homeroom
Period 3 (09:30-10:10)	Homeroom	MFL/ EAL/ SEN	Homeroom	Homeroom	Homeroom
Period 4 (10:45-11:25)	Physical Education	Homeroom	Physical Education	Homeroom	Homeroom/ EAL/ SEN
Period 5 (11:30-12:10)	Homeroom	Homeroom/ Islamic Studies A	Arabic A/ Arabic B	Arabic A/ Arabic B	Homeroom/ Arabic Social Studies
Period 6 (12:50-13:30)	Arabic A/ Arabic B	Arabic A/ Arabic B	Break	Homeroom/ Islamic Studies A/ Islamic Studies B	Homeroom/ Islamic Studies A/ Islamic Studies B
Period 7 (13:35-14:15)	Arabic A/ Homeroom	Homeroom	Break	Homeroom	MFL/ EAL/ SEN
Period 8 (14:20-14:50)	Homeroom	Homeroom		Homeroom	Homeroom

Primary Break Schedule

The 1st Break (35 minutes) runs from 10:10 am– 10:45 am

The 2nd Break (40 minutes) is runs from 12:10 pm – 12:50 pm

Tuesday assembly time will be 12:30 pm– 1:10 pm

Students will be dismissed at 1:30pm on Tuesday

Primary School Supplies

Textbooks: Are included in the Tuition Fee for KG1 up to Grade 5.

Primary School students' basic school supplies are included in the Tuition Fee and will be provided through the classroom teacher.



Electronic Devices

The focus of the **Bring Your Own Device** (BYOD) programme is to provide tools and resources to the 21st Century Learner. Excellence in education requires that technology is seamlessly integrated throughout the educational programme. Increasing access to technology is essential for that future. The school provided mobile devices and BYOD devices are intended for use at school each day. If a student brings their own device to school they are responsible for ensuring its security during the day. The school is not responsible for any broken or lost device.

Technology Use Policy

The use of GCS technology resources is a privilege, not a right. The privilege of using the technology resources provided by Greenfield Community School is not transferable or extendible by students to people or groups outside the school.

This policy is provided to make all users aware of the responsibilities associated with efficient, ethical and lawful use of technology resources. If a person violates any of the User Terms and Conditions named in this policy, privileges will be terminated, access to the school's technology resources will be denied, BYOD devices will be denied access to the school's network and Wi-Fi facilities, and the appropriate disciplinary action shall be applied. The Internet, Network, Technology Equipment and BYOD Document must be read and signed by both student and parent.

[Sign BYOD Agreement](#) (Form Page 11_12) Please send signed copy to admissions@gcschool.ae

Secondary Timetable Example

Time	Action	Days
7.55 am - 8.15 am	Homeroom	Sunday - Thursday
8.15 am - 9.15 am	Lesson	Sunday - Thursday
9.15 am - 9.35 am	Short Break	Sunday - Thursday
9.35 am - 10.35 am	Lesson 2	Sunday - Thursday
9.40 am - 11.40 am	Lesson 3	Sunday - Thursday
11.40 am - 12.40 pm	Long Break	Sunday - Thursday
12.40 pm - 1.40 pm	Lesson 4	Sunday - Thursday
1.40 pm	Early Finish	Tuesday Only
1.45 pm - 2.45 pm	Lesson 5	Sun-Mon-Wed-Thur
2.45 pm - 3.25 pm	Flex/Elective	Sun-Mon-Wed-Thur

Getting Started In Secondary

Starting Secondary School is a big step for your child. They will be moving from being the oldest in the Primary School to the youngest in the Secondary School. Some children will be moving with friends and classmates from Primary School; others may not know anyone in their new school. For all children, there will be a lot to take in and to learn, particularly in the first few weeks.

Secondary Schools are organised differently than Primary Schools, but your child will quickly get used to it. There are lots of ways to help and support your child as they settle into Grade 6 and throughout their time at GCS. You do not need to be an expert in what your child is learning - being interested is the first and most important step.



Secondary Subject Choices

Grade 6 & 7	Grade 8	Grade 9 & 10
	Same as Grade 7 with additional choice in Visual Arts/Drama/Music	Same as Grade 8 with additional choice of Visual Arts/Drama/Music. Additional Choice of Design Technology/Computer Technology
Language (French, German)	French, German	French, German
Arabic (Compulsary)	Arabic (Compulsary)	Arabic (Compulsary)
Humanities	Humanities	Humanities
English	English	English
Maths	Maths	Maths
Science	Science	Science
Design Technology (DT) /Computer Technology (CT)	Design Technology (DT) /Computer Technology (CT)	Design Technology (DT) /Computer Technology (CT)
Visual Arts/Music	Visual Arts/Music/Drama	Visual Arts/Music/Drama
Physical Education (PE)	Physical Education (PE)	Physical Education (PE)
Islamic & Arabic Social Studies (All Registered Muslim Students)	Islamic & Arabic Social Studies (All Registered Muslim Students)	Islamic & Arabic Social Studies (All Registered Muslim Students)

Academic Calendar

[School Calendar](#)

Each year the KHDA approves the new school academic calendar based upon the Islamic and UAE Holidays.

Homework

Homework at Secondary School is very different from Primary School and your support for homework is even more important. If you want to find out more about what your child is learning, or how you can help them, please ask their Homeroom Teacher. Students should set aside at least 45 to 60 minutes a day for homework in their first two years of Secondary School, covering several subjects. This is considerably more than at Primary School. Children need to get used to a new homework routine, as well as the new routine at school, and this is where your support and help are needed.

Secondary School Supplies

Textbooks: Are included in the tuition fees for Grade 6 up to Grade 10.

IBCC/IBDP Textbooks for Grade 11 & 12 are not included in the Fees.

IBCC/IBDP Examination fees will be charged separately at the end of Grade 12

All students need to ensure that they are properly prepared to learn. This means bringing the appropriate equipment to each lesson, including the correct books, binders and stationery. For the start of the year each student should purchase: pencil case; blue/black and red pens (biro or gel) - min 2 of each; HB or 2B pencils – min of 2; Eraser; Glue stick; Ruler; Highlighters; Coloured pencils/felt pens; Safety scissors; Stapler and Staples; Sharpener; Combination padlock for locker; 5 x 2 or 4 ring binders* (different colours if possible); Presentation folder (plastic pocket display file – min 20 pages)*; *Optional 8 - 32 GB Memory Stick to store work.*

* Some faculties have determined that a 2/4 ring binder or a presentation folder is more appropriate than the school issued exercise books due to the nature of the subject and work. For the following subjects, a binder or presentation folder is required to be purchased: Homeroom, Maths, Music, Arabic A or B, Islamic Studies, Design/Computer Technology.



Study Hall

For students who have arrived late to class; not completed their homework; or forgotten essential/requested equipment. They are sent to the Study Hall where they are placed on a register. After registering, the students are sent immediately back to class.

If a student (in Grade 6) is sent to Study Hall four times in four weeks (for the same offence) he/she will be required to attend an after school Study Hall session from 3.30pm until 5pm (1.30pm – 3.30pm on Tuesdays) by arrangement between the school and parents. Should there be ongoing occurrences of being sent to Study Hall for the same concern then the matter will be dealt with by the Grade Level Coordinator and/or the Dean of Students.





Community & Service

Community and Service start in the classroom and extend beyond it, requiring students to take an active part in the communities they live in.

Giving importance to the sense of community throughout the programme encourages responsible citizenship as it seeks to deepen the adolescent's knowledge and understanding of the world around them. The emphasis is on developing community awareness and concern, and the skills needed to make an effective contribution to a society.

Grades 6-10 Community & Service Requirements:

Minimum of 2 projects per year for Grades 6-10 (some students will do more)

2 individual projects or 1 individual and 1 group.

1st project should be completed by end of semester 1 (Jan).

2nd project should be completed by end of May.

Each student should complete a project proposal first.

Once approved, students should begin to plan the activity.

A Project folder must document the project in 3 sections: **planning, action and reflection.**

Completed project folders should be emailed to the CAS Coordinator.

Homeroom teachers will have 40 minutes every other week to monitor student projects.

Parent Student Handbook

Behavior, assessment and language policies are located on the Student/Parent Menu on www.gcschool.ae.

[Parent Student Handbook Content](#)



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Continuum Education





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Greenfield Community Parent Organization

GCS welcomes active participation by our parents in the development of good learning habits for our students. [GCP Webpage](#)

Greenfield Community Parents (GCP) mission is to positively contribute towards creating a close and friendly community for our children at school and to foster communication and cooperation between Greenfield Community School, the students and the parents.

GCP plays a very active role in making our community and our school a better place to be in. If you are a parent and feel like connecting with our GCP you can do so by visiting their Facebook page Greenfield Community Parents, Dubai - GCP or email them on greenfieldcommunityparents@gmail.com



GCP Facebook Group



Greenfield
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Information for Families

Connecting with Parents & Your Community

Other communities nearby include Green Community, Remraam, Arabian Ranches, Motor City, etc.

Most helpful website is **Expatriate Women Dubai**: Start here for useful information:
<http://www.expatriatewoman.com/dubai/>

Other useful websites:

<http://www.expatechodubai.com/>

<http://www.timeoutdubai.com/kids>

<http://www.timeoutdubai.com/>

Emergency Phone Numbers

Police	999
Ambulance	998
Fire	997
Electricity & Water	991
Dubai Police Enquires	800 7777 (Toll-free)
Jebel Ali Police Station	04 229 2222
	04 881 6111



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Information for Families

Medicare Care

Public and Private Healthcare facilities are available. The following link gives you an alphabetical listing based upon your family requirements.

<http://www.dubaicityinfo.com/Health/dubai-medical-clinics.aspx>

Transportation

Roads and Transport Authority (RTA) a department of the Government of Dubai provides details regarding Buses, Taxis, Metros, etc. <http://www.rta.ae>

RTA (Dubai) Taxi 2080808 (from Landline) or 04/2080808 (from Mobile)

Supermarkets near GCS

Choithrams in Green Community 04 8852299

Park N Shop 04 394 5671

Spinneys 04 8857364

Carrefour in Green Community Village 800 7 3232 Next to Courtyard by Marriott

Geant in Ibn Battuta Mall (Closest Shopping Mall) 4 3685858

Gluten Free Supermarket 050 1154045



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Information for Families

Fun with Kids

Beaches

The Beach

Jumeira Beach Park

Kite Beach Dubai

Palace Beach at the Palm Jumeirah entrance there is a small strip of beach accessible to the public.

Indoor Play Centres

Kid Zone Greenfield Community Village, near Courtyard by Marriott Hotel

Mini Monsters

Cheeky Monkeys in Al Barsha

Karts and Laser Tag in Motorcity

Bowling at Ibn Battuta

Cinemas in Ibn Battuta, Marina Mall, Mall of Emirates, Dubai Mall, The Beach

Splash n Bounce (Party Organizer) 050 2825257

Dining near GCS

Most restaurants will deliver <http://www.timeoutdubai.com/restaurants>

Subway 04 8857272

Pastamania 04 8853488

McDonalds 4 885 9637

Pizza Hut 600569999

Hardees 600 569000

Courtyard by Marriott Hotel 04 8852222



Greenfield Community School



As an International Baccalaureate School, the Learner Profile is at the heart of our ethos. The following terms are embedded in our standards and expectations and apply to children and adults alike: **inquirers knowledgeable thinkers communicators principled caring open-minded risk-takers balanced reflective**



admissions@gcschool.ae www.gcschool.ae +971(0)48856600

This booklet will answer some of the questions you may need have during the first days of school. [Online Version Available](#)

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