



Emirates International School
Meadows
Primary School

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EISM Vision

To enable our students to excel and thrive in a happy, safe and successful environment whilst providing substantial academic rigour.

EISM Mission

EIS Meadows is a learning community where students are ready, respectful and safe in all they do. Students are empowered to think critically and creatively and to show resilience in their search for success. Our inclusive environment and innovative enquiry based international education fully prepares students for their future.

EISM Philosophy

Our Philosophy at EIS Meadows, we foster a love of life-long learning through an innovative, inspiring IB curriculum that allows students to be leaders of their own learning journey. We nurture open-minded, principled, independent learners who exhibit self-awareness and grow to be responsible global citizens. We foster inter-cultural sensitivity and personal responsibility to encourage internationally minded young adults who are fully prepared for our future world.

Head Teacher's Welcome

Dear Parents,

It is with great excitement and genuine honour that I welcome you to the new academic year, 2025-26, at Emirates International School, Meadows. As I embark on my first year as the Head of Primary at EISM, I am both proud and humbled to join such a dynamic and inclusive learning community- one that places student well-being, academic excellence, and personal growth at the heart of everything we do.

At EIS Meadows, our vision is to enable students to excel and thrive in a happy, safe and successful environment; a goal that resonates deeply with me as an educator. This vision will guide our decisions, our relationships, and the learning experiences we create across your child's learning journey.

As an International Baccalaureate (IB) World School, EIS Meadows delivers the Primary Years Programme (PYP), an engaging, inquiry-based curriculum that empowers students to be critical thinkers, caring communicators, and lifelong learners. Our Philosophy celebrates students as leaders of their own learning journey, encouraging them to develop independence, open-mindedness and intercultural understanding in preparation for a complex and rapidly evolving world.

Our Mission underpins our approach to teaching and learning: to nurture a community where every child is ready, respectful and safe in all they do. Our staff are dedicated to fostering a learning environment that promotes creativity, resilience, and academic rigour, helping each student to grow in confidence and character. In partnership with you, our parents, we aim to guide and challenge every learner to be well-prepared for success, both now and in the future. We want your child to flourish.

The strength of EIS Meadows lies in its community. We are committed to building meaningful partnerships with our families, rooted in trust, transparency and mutual respect. I warmly encourage you to take an active role in your child's educational journey and to connect with us throughout the year.

I look forward to the year ahead as we work together to create an outstanding year of learning and growth. I am especially excited about getting to know the families at EIS Meadows and working alongside you in support of your child's success and well-being.

Warm regards,

Sarah Marshall



Ms Sarah Marshall
Head Teacher of Primary School

Senior Leadership Team



Ian Ward

School Principal

ian@eischools.ae



Sarah Marshall

Head of Primary School

marshalls@eischools.ae



Dionne McKinstry

Deputy Head
Primary School

kinstryd@eischools.ae



Kavya Gojer

Assistant Head
Early Learners

kgojer@eischools.ae



Chris Blackwood

Assistant Head
Coaching, Learning and
Innovation

blackwoodc@eischools.ae



Louise Lee

Assistant Head
Curriculum- PYP

leel@eischools.ae



Kimberly Vanske

Assistant Head
Pastoral Care & Support

venskek@eischools.ae



Michelle Higgins

Head of Inclusion

higginsm@eischools.ae

School Calendar

Term 1 (2025)		Events
August	Monday 25 th Tuesday 26 th	New students induction First day for all students
October	Monday 13 th – Wednesday 15 th	Mid-Term break, School closed (dates inclusive)
December	Friday 05 th	End of Term 1

Term 2 (2026)		Events
January	Monday 05 th	Students return, Start of Term 2
February	Thursday 12 th and Friday 13 th	Mid-Term break, School closed (dates inclusive)
March	Friday 13 th	End of Term 2

Term 3 (2026)		Events
March	Monday 30 th	Students return, Start of Term 3
July	Friday 03 rd	Last day for the students

This calendar is approved by KHDA, but subject to changes following Government directives.
Please refrain from booking any holidays until dates have been confirmed by the school.

Key Contacts

PA to the Head of Primary	Mrs. Rasha El Mohamedy	rasha@eischools.ae
Primary School Receptionist	Mrs. Marichu Lontoc	marichu@eischools.ae
After School Activities Coordinator	Mr Matt Stoutt	asa_eism@eischools.ae
Primary School Counselor	Mrs. Sumatee Sahni	sahnis@eischools.ae
Registrar	Ms. Rosine Labaki	rosine@eischools.ae
Assistant Registrar	Mr. Kiran Radhakrishnan	kiran@eischools.ae
Finance and Accounts	Mr. Manoj Maniyil	manoj@eischools.ae
Cashier	Mr. Marcos	marcos@eischools.ae

It is important to update us if your contact information changes. In case of an emergency we must have your most up to date phone number.

Communication

At EISM, strong communication between parents and the school is a top priority. Throughout the academic year, parents are kept informed through various channels, including digital platforms, the regular newsletter, and a wide range of social media highlights.

We also offer numerous opportunities for parental involvement, such as exhibitions, cultural and UAE national celebrations, coffee mornings, competitions, sports events, and both parent learning workshops and information sessions.

We believe that parental engagement plays a vital role in supporting and enhancing a child's learning. Parents are valued partners in the educational journey, and by working together, we aim to develop every child's knowledge, skills, and understanding to the highest possible standard.

Who to Contact

We encourage open communication—whether it's something big or small. While we love hearing about the positive moments, we also welcome your suggestions to help make your child's learning journey at EISM as successful as possible. Your feedback is truly valued.

Your child's class teacher will always be your first point of contact. This year, we've made reaching out even easier with the chat function on our Toddle platform. Please refer to the instructions below for guidance on how to use it. Alternatively, teachers are available for quick queries at pick-up time.

We always prefer to address concerns early, no matter how small, before they potentially escalate. If you'd like a more in-depth conversation, feel free to book an appointment directly with the class teacher—they'll be more than happy to accommodate you. Alternatively you can book an appointment via our Primary School Secretary (rasha@eischools.ae). To ensure uninterrupted learning, teachers are not available during lesson times. For everyone's safety and to help us plan effectively, we kindly ask that all visits to the campus are arranged by appointment in advance.

Lines of communication

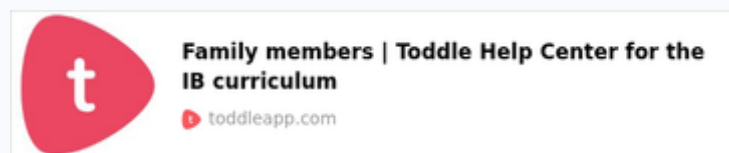
1. Teacher 2. Year Group Leader 3. Assistant Head 4. Deputy Head

Head of
Primary

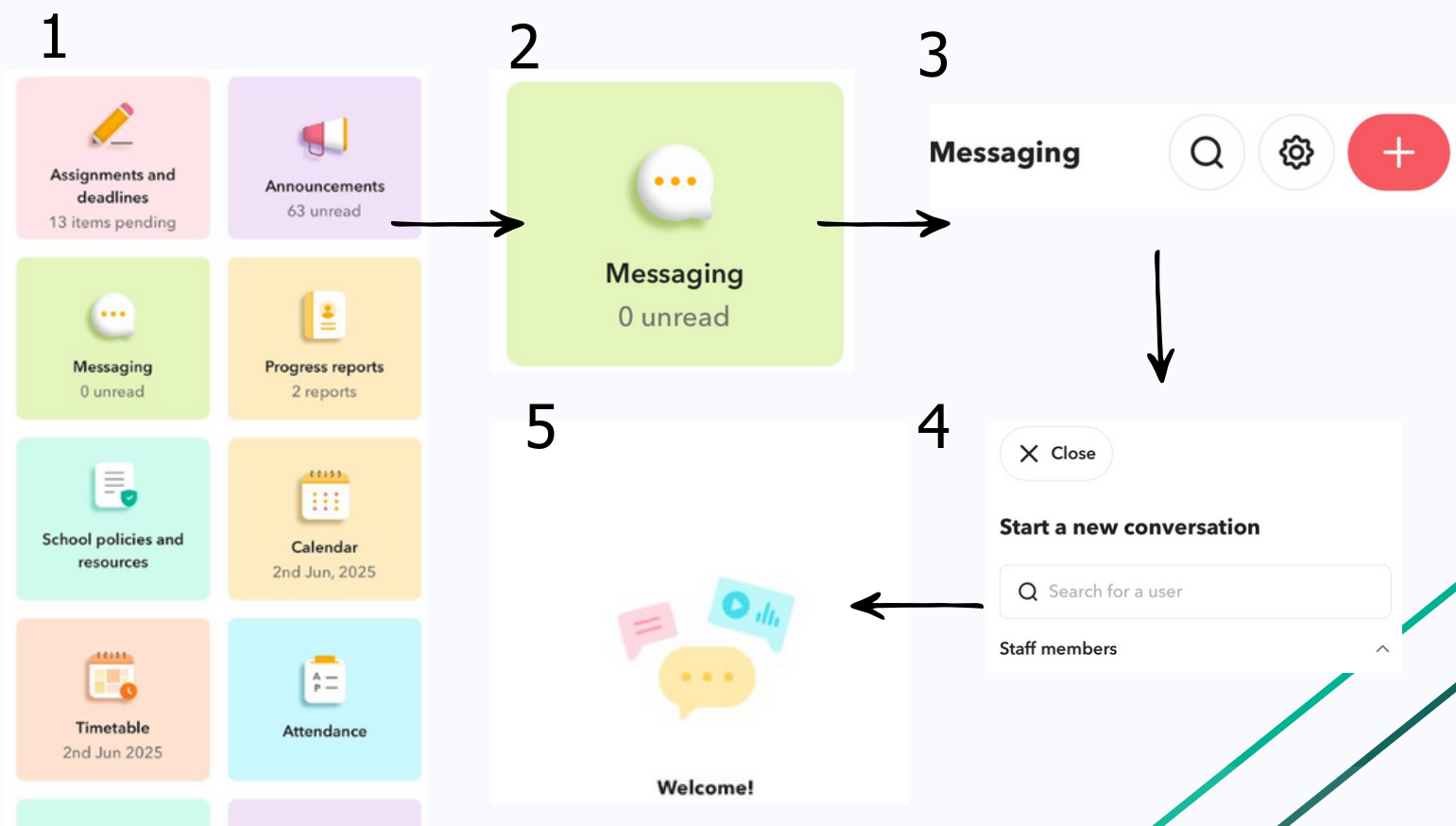
Communicating with your child's class teacher via the Toddle Platform

Please note that we do not share the email contacts of our class teachers. All written communication with your child's class teacher is via the platform.
Class teachers will respond to messages at their earliest convenience and only within the working week.
Please look out for announcements, reminders and calendar events.

Getting started on Toddle



Follow the steps below to message the class teacher



Further Contacts

Your child's class teacher will always seek to find the answers and support you wherever they can. Our dedicated leadership team are also there too. Following the correct lines of communication, please see further contacts below should you need to reach out.

Designation	Staff Member	Email address
Head of Primary	Sarah Marshall	marshalls@eischools.ae
Primary Deputy Head Teacher	Dionne McKinstry	kinstryd@eischools.ae
Assistant Head Teachers	Louise Lee	leel@eischools.ae
	Kim Venske	venskek@eischools.ae
	Christopher Blackwood	blackwoodc@eischools.ae
	Kavya Gojer	kgojer@eischools.ae

Department	Staff Member	Email address
EY1 and EY2 Lead	Kavya Gojer	kgojer@eischools.ae
Year 1 Year Group Lead	Isabel Bailey	baileyi@eischools.ae
Year 2 Year Group Lead	Faye Norman	normanf@eischools.ae
Year 3 Year Group Lead	Thomas Gavin	gavint@eischools.ae
Year 4 Year Group Lead	Niamh Gormley	gormleyn@eischools.ae
Year 5 Year Group Lead	Sherene Shehata	shehata@eischools.ae
Year 6 Year Group Lead	Sarah McCabe	mccabes@eischools.ae

Department	Staff Member	Email address
Arabic B Leader	Seham Hadi	hadis@eischools.ae
Arabic A Leader	Mohammad Ahmad Muamar	muamarm@eischools.ae
Islamic Leader	Stoutt Abir Mohammad Ajaj	ajaja@eischools.ae
PE Lead	Matt Stoutt	stouttm@eischools.ae
Art	Hana El Mir	mirh@eischools.ae
French	Islam Gharsalli	gharsalli@eischools.ae

Department	Staff Member	Email address
Head of Inclusion	Michelle Higgins	higginsm@eischools.ae
Primary SENCo	Pearl Demosthenous	demosthenousp@eischools.ae
Counselor	Sumatee Sahn	sahnis@eischools.ae

Uniform

Girls



Boys



Hats: Please note that children are not allowed to play in the sun unless they are wearing a hat. This is especially important during the hotter months.

Hair: Shoulder length hair must be tied back with plain colour band that matches the uniform. Natural hair colour only.

Accessories: Students must not wear jewellery to school except for a watch. Students with pierced ears should wear simple stud earrings. Students must not wear nail polish or highly decorated hair bands.

School Bags: It is important to note that school bags **should not be on wheels** as this can create a tripping hazard around the school.

Shoes

Plain black shoes are to be worn with school uniform. Football boots are not acceptable footwear for school.



PE Kit

Girls



Boys



Students must wear trainers for all sports, and it is important that they have "non-marking soles", this is particularly necessary when using the Sports Hall. These can be white or black trainers.

Swimming Kit

A micro-fibre towel, one swim cap, one swimming suit, a waterproof kit bag.

Personal Presentation

We are all proud to be part of the EISM community, and our uniform is a symbol of that pride. It reflects the high standards we uphold each day and promotes positive attitudes towards learning and one another. Learning to dress smartly and professionally from a young age helps students develop habits that will serve them well beyond school, particularly in the workplace. Additionally, wearing a uniform reduces social pressures related to fashion trends, creating a more inclusive and focused environment. For these reasons, we place great importance on wearing the school uniform correctly and consistently. We thank you for your continued support in helping our students reach their full potential.

Where to purchase the school uniform

Uniforms are sold at:

RIGHT FIT READYMADE GARMENTS TRADING CO. LLC

Tel: +971 50 903 4694

Email: rightfituniforms@eischools.ae

Emirates International School-Jumeirah, Primary School Building (Side Entrance),

Operating Hours: 9.30 am to 2.00pm & 2:00pm to 3.00pm (closed) & from 3:00pm - 6.00pm (Monday to Saturday)_

Our School Day

School Doors Open	7:15 am
Year 1 – Year 6	7.40 am – 2.50 pm
Year 1- Year 6 ASA	2.50 - 3:50pm
Whole School on Friday	7.40 am - 12:00pm

Students should arrive no earlier than 7:15am and be collected no later than 2:50pm if they are not attending an ASA.

Late Arrival

If your child arrives at school after the National Anthem is played at 7.40 am then they must register as 'late' with one of our school secretaries.

If arriving after 8.15am students should report to the Primary School Receptionist who will update registration records. **Punctuality and lateness is recorded and monitored.**

Attendance and Absences of Students

For students to make the most of their education at EISM they should arrive on time and attend school each day. It is appreciated that absence from school for a variety of family reasons may occur from time to time. Extended holidays and vacations interrupt and impact your child's educational progress and routine.

Planned Absences from School

KHDA expects all students to attend 182 school days each year.

If you know your child will be absent from school, please inform the Head of Primary in advance and in writing, indicating the dates you expect your child to leave and return to school.

All absence is recorded.

Unplanned Absences from School- sickness

Please contact the school by 8.00am if your child is absent from school. This is important child protection information which we must be made aware of as soon as possible.

Ms. Marichu Lontoc is our Attendance Officer and her contact details are marichu@eischools.ae. The school phone number is 04-3629009. The School Office will contact parents of children who are absent without notification. Your support in keeping us informed is very much appreciated.

Withdrawal During the Day

We highly encourage you to request appointments around the school day. If you do need to take your child out of school during the day, please send an email, attaching the proof of appointment to both Mrs. Rasha Mohamedy (rasha@eischools.ae), our Primary School Secretary, and Ms. Marichu Lontoc (marichu@eischools.ae) by 8.00 am and notify your child's class teacher via the Toddle platform.

- Students will be collected from the teacher and brought down to you.
- You will receive a form signed by the class teachers.
- Hand this form to the security guard before you leave the school premises.

If you return your child to the school during the day, please ensure their class teacher knows that they will return to school.

Where to drop off and pick up

Drop off is at the Primary school entrance as seen below and at the two entrance doors.



In order for the school day to start well students should enter their classrooms and participate in morning learning activities. Being late regularly for school impacts on learning and the preparation for the day.

Pick up location points- dismissal 2:50pm:

Year 1	Please refer to guidance from Class Teacher
Year 2	Under the canopy near Primary School Entrance
Year 3	On blue area near canteen
Year 4	Shaded area in the school field.
Years 5 & 6	Students are dismissed and can meet parents at a pre organised meeting spot.

Students not collected by 2:50pm will be taken to Primary School Reception, parents will be phoned and they will wait there until collected. A late pickup is logged and monitored.

Following ASA's all students will be located on the blue area.

Emirates International School Meadows Primary School



School Buses

Diamondlease provides the bus transportation service for EISM. Parents must register to use the school bus at the beginning of the Academic Year. Diamondlease has a temporary office next to the Finance Office on the Ground Floor or alternatively please contact them via email at: school@diamondlease.com. All Buses are RTA compliant, with seat belts, a driver, and a female bus supervisor. Should you choose to use the bus service all details including pick up/drop off times will be shared, along with the bus expectations/code of conduct. It is important you discuss the expectations with your child as safety is our priority. Feedback is given directly to the school should students not be adhering to the expectations shared.

Students who are not registered cannot travel on the school bus.

After School Activities Programme (ASA's)

At EIS Meadows our ASA Programme has something to offer each and every student. With a wide variety of different clubs available which encourage the application of academic, cultural, practical, artistic, linguistic and creative skills we guarantee they will be challenged and have plenty of fun in an engaging and safe environment.

We have also visited off site venues to ensure that Health and Safety regulations are in place for any external programmes that we may offer. Our strong relationship with our external providers allows us to offer a wide selection of sporting activities led by qualified and experienced instructors.

School Trips

Throughout the year, each Year Group takes part in a variety of educational visits and experiences designed to enrich and extend classroom learning. These may include trips to museums, aquariums, zoos, theatres, factories, farms, and interactive training or toy-building centres, among others.

In Upper Primary, students will also have the exciting opportunity to attend outdoor adventure camps. Parents will receive detailed information and permission slips for each trip, including costs and payment instructions.



Health and Wellbeing

Healthy Eating

The School encourages healthy eating and staff are proactive in ensuring students are making healthy food choices when eating as part of our Healthy Eating Policy. Please ensure you send a snack or packed lunch which is healthy and nutritious and which must not contain fizzy drinks, sweets, chocolate and other 'junk' food. Sharing of lunches is not allowed.

All forms of nuts are banned in school as several of our students are hyper-allergic to them. We are a nut free school.

Birthday Celebrations

In line with being a healthy school we ask all students **DO NOT** bring cakes/donuts or treats (including party bags) into school to celebrate. There are a large number of students with differing types of food allergy and this puts these students in difficult, awkward and potentially dangerous situations. Classes will celebrate in their own special way without including food.

Health Facilities

The School has two clinics. The Primary School Medical Clinic is staffed by our qualified staff, Nurse Princy Lazar and Nurse Priya Cherian. The EIS Meadows School Doctor, Dr. Noorelhoda Mohamed, has her Surgery in the Main School Building.

Whenever a student is attended to by either the Nurses or Doctor, parents are informed by phone.

Medical records including vaccinations are kept on file. **Parents are urged to keep the School Doctor informed of medical records, vaccinations and recent changes in their child's medical situation.** It is essential that the school is made aware of any health problems a student may have. The school medical staff will contact you if we have any concerns. Please ensure the school has your most up-to-date contact details.

The Zones of Regulation

We encourage our students to reflect on how they are feeling and aim for them to develop an understanding that all feelings are okay, it is how we process and manage these feelings which is important. This is taught through The Zones of Regulation to support positive mental health and wellbeing amongst our students.

BLUE	GREEN	YELLOW	RED
			
Sick Sad Tired Bored Moving Slowly	Happy Calm Good to Go Focused Ready to Learn	Frustrated Worried Silly/Wiggly Anxious Excited	Mad/Angry Mean Yelling/Hitting Out of Control I Need Time and Space

Campus Safety

Parents and Visitors

Our students' safety and security are the School's first and foremost priorities. To maximize security, all parents have been issued with lanyards and these must be worn at all times when entering the Campus. All those not wearing a lanyard will be asked to sign in at the Security Guard's desk before entering, and to wear a Visitor ID Pass. Please see our lanyard poster to guide on this.

Parents/Visitors on campus must wait in the main reception of High School if they have a scheduled appointment before the staff member they are visiting joins them. There are regulations and school-wide policies regarding adults on campus and it is important these are adhered to at all times.



School Alarms

If the Fire Alarm goes off while you are on school premises, follow the instructions of our security guards or the teachers. You will not be able to leave the campus until the 'All Clear' is given. You will be asked to go to the safe Collection Point on the field. If a school alarm happens within the school day you will be emailed and notified of why this has occurred.

Video and Photographs

To safeguard the privacy of all students at the school, parents/visitors are not permitted to take any video or photographs in the classrooms or around the school at any time. There will be occasions where this is permissible (i.e. school productions or school events) and you will be advised at such time.

Lost and Found

We do ask that you ensure all items of clothing and other belongings are clearly labelled with your child's full name to avoid the inconvenience of them becoming lost. We will return all named items to their owners. All unclaimed and unnamed items will be disposed of at the end of each term for health and safety reasons. Valuable items such as mobile phones, spectacles, money etc. are generally held by the Primary School Receptionist, Ms. Marichu Lontoc, marichu@eischools.ae until claimed.

Curriculum

Emirates International School, Meadows is a through school, offering a continuous educational journey from Early Years through to the International Baccalaureate Diploma Programme (IB DP). Our Primary Years Programme (PYP), which spans from Early Years to Year 6 (Grade 5), lays the foundation for lifelong learning by nurturing curiosity, critical thinking, and international-mindedness.

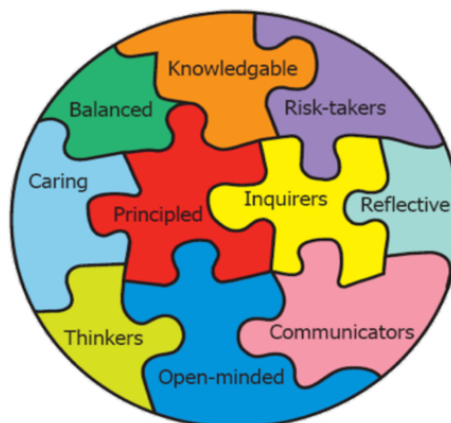
The PYP at EISM is an inquiry-led, concept-driven curriculum that is closely connected to real-life experiences and the context in which we live and as global citizens. This makes learning purposeful and relevant, ensuring that children see the value and application of their learning in the world around them.

The PYP is framed around six transdisciplinary themes, which help students explore significant issues across subject areas:

- **Who We Are** – Exploring identity, beliefs, relationships, and what it means to be human
- **Where We Are in Place and Time** – Understanding our personal histories and our place in the world
- **How We Express Ourselves** – Investigating ways we communicate and express ideas and emotions
- **How the World Works** – Inquiring into the natural world, science, and human innovation
- **How We Organise Ourselves** – Examining systems, communities, and decision-making processes
- **Sharing the Planet** – Considering rights, responsibilities, and how we share resources and resolve conflict

These themes provide a structure for students to inquire into real-world concepts, make connections, and develop a deep understanding of their learning.

Central to the PYP is the IB Learner Profile, which promotes the development of ten key attributes:



These attributes underpin all that we do, guiding students to become compassionate, confident, and capable individuals who are prepared to contribute meaningfully to their communities. At EISM, we are committed to fostering well-rounded learners who take ownership of their learning and strive to make a positive impact in a changing world.

Emirates International School

Meadows

Primary School



Home Learning

Home Learning is designed to be purposeful and engaging, providing students with authentic and meaningful tasks. It aims to foster independent work habits, reinforce key skills, concepts, attitudes, and knowledge covered in class, and allow students to apply and demonstrate their understanding. The format and expectations may vary slightly depending on the Year Group and individual student needs, and specific details will be communicated by the Year Leader at the start of each unit. In Years 5 and 6, Home Learning is compulsory to support academic progress and help prepare students for the transition to high school.

Library

The Library is viewed as an essential part of a PYP school in which the students acquire essential information, literacy and research skills. Supported by the Class Teacher and Librarian, our students are encouraged to develop a lifelong love for reading.

Our students visit the Library on a scheduled basis with their class in order to borrow books to take home during this time, assisted by the Librarian and Assistant Librarian. It is important that the students return their borrowed books during the following Library session. If a student has overdue books, no more books will be issued until the overdue books are returned. Lost or damaged books will be charged to the student's parents and no more books will be issued until payment has been made.

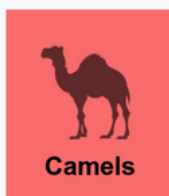
Lifelong Learner Awards

The Lifelong Learner Award is focused on celebrating student achievement within the classroom, within our school community and within our global community. The 3-tiered award system is designed to celebrate the growth of our students as a whole person, in addition to our focus on academic achievement. In order to apply for the award students are required to collect and share evidence of leadership, commitment and respect, alongside full attendance and punctuality, as well as wearing correct uniform to represent our school.

House System

Students from Early Years 1 to Year 6 are organised into four Houses: Khanjars, Falcons, Dhows and Camels. The purpose is to encourage cooperation, collaboration, enthusiasm and motivation to share in a wide range of school events and activities. House activities vary from sports, music, drama, arts, speaking and many other team activities. Early Years 1 to Year 6 students are asked to wear their House T-shirt for House rewards, activities and Sports Days. House T-shirts can be purchased in the uniform shop.

House Points are collected by students throughout the course of each week relating to our reward system and points scores are read out over our loudspeaker system with clear celebrations in place following this for the winning team.



Break Times

Break times provide students with an opportunity to play with friends, enjoy the outdoors, and take a well-earned rest. Playground equipment is available to support fun and engaging activities for those who wish to use it. A rotating schedule for games such as football, basketball, and other group activities offers clear guidance on what is available each day. In addition to using the provided equipment, students are welcome to bring in storybooks to read or their own footballs on designated football days. However, students are asked not to bring football cards, trading cards, or small toys intended for swapping.

Please note that skateboards, electric scooters, and rollerblades are not permitted for use anywhere on the school grounds.

Devices for Learning

At the beginning of the academic year parents of students in Years 2-6 will receive the Bring Your Own Device (BYOD) agreement form. In order for students to use devices in class this form must be completed.

When looking for appropriate device please refer to the updated device specifications:

- IOS 15.0 and newer (if it is an iOS device)
- Large screen (7.5 inches or larger)
- Front facing camera, reverse camera, functioning microphone and speakers.
- A keyboard or attachable keyboard (for older students).
- Google Chrome compatibility.
- The latest software updates complete.
- Each device must have a case for protection.

As a school we can suggest the following devices:

- iPad (years 2 -3)
- iPads, Chromebook, MacBook (years 4-6)

How can I prepare my device for learning?

- Complete any device updates.
- Download apps needed to use within school.
- Have correct accessories such as headphones.
- VPNs - All VPNs must be removed and are not to be used in school

