

# ASPECT

ASP News Magazine



AMERICAN SCHOOL  
OF PARIS

*founded 1946*

## Orientation Edition 2016-2017





AMERICAN SCHOOL  
OF PARIS  
*founded 1946*

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Cover | *The Parisianer* by Ana Wier's 2015-16  
Grade 6,7, and 8 Middle School art students

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# Our Mission and Beliefs

The American School of Paris is a vibrant, international and family-oriented community. Our mission is to inspire and prepare every student to achieve personal and academic excellence as an engaged, global citizen by providing a challenging, innovative program within a compassionate environment.

## We believe that:

Every person has **equal worth**.

**Honesty** and **integrity** are central to all we do.

**Individuals** are responsible for their choices and actions.

We best **meet the needs** of learners when we understand them as individuals.

Through **hard work** and **determination** individuals can achieve their potential.

Every member of a **community** has the responsibility to contribute to the **greater good**.

**Seeking to understand** diverse cultures, ideas and practices **enriches a community**.

A culture of **high expectations** and **striving for excellence** leads to higher achievement.

**Learning** is a continuous lifelong endeavor.

Great schools **nurture** passion, curiosity, creativity, self-expression and joy.

Going **beyond the familiar** and taking risks stimulate growth, innovation and self-discovery.

In a rapidly changing world, **achieving excellence** demands commitment to continuous improvement.

Everyone shares **responsibility** for our global community and environment.

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SCHOOL  
OF PARIS



*founded 1946*



# A Word from the Head of School



## Welcome to our School

### Dear ASP Students and Parents,

**M**ay I extend both a warm welcome and a thank you as you join us at the American School of Paris. You are coming to a remarkable school with seventy years of college preparatory teaching and learning, and notable achievement of our mission of preparing young people for personal and academic excellence.

Ours is a school where learning takes place in and out of the classroom. Our curriculum emphasizes traditional knowledge and skills, and academic results are strong as our students consistently outperform world averages on standardized tests. Yet, we also ensure an ASP education offers new fluencies for technology, critical thinking, group work, problem solving, leadership, service learning, environmental stewardship,

**Our deeply caring and committed faculty transmit their love of learning to students, and guide them as they develop empowering life skills.**

exploration of the world, and language learning. Our deeply caring and committed faculty transmit their love of learning to students, and guide them as they develop empowering life skills. Our students grow to become thinkers of uncompromising character, and global citizens. We are proud of each and every one of them.

And, how exciting that you arrive at ASP just as we add even more innovative coursework for all ages focusing on STEM studies (robotics, computer coding, design technology) and leadership, and as our build project bears fruit, facilitating 21<sup>st</sup> century teaching and learning.

We also welcome you into the international ASP community, whose members hail from over fifty countries. In an atmosphere of compassion, understanding and inclusiveness, we celebrate our differences and learn from each other. I know you will be warmly welcomed by all and encourage you to become actively involved in school life, through the PFA and other volunteer opportunities.

The connections and relationships made at ASP among students, parents and teachers are special, and remain strong well after the time at ASP ends. We hear from so many that the years spent at ASP, whether it be for a short stay or longer term assignment, become key lifetime experiences. As you begin your time with us, I'd like to thank you once again for choosing our school. The days and years ahead hold remarkable possibilities for teaching and learning at the American School of Paris, especially now that you are here with us.

All Good Wishes.

**Mark E. Ulfers**, *Head of School*

### Board of Trustees 2016-2017

As in many schools, the ASP Board of Trustees is responsible for the long-term viability of the school, financial oversight and governance. The Board is comprised of trustees who are current and former ASP parents and alumni. They are volunteers and have a wide range of complimentary skills, experiences and relationships with the school. They are often looking for new members to be involved on committees; please be in touch if you would like to know more: [board@asparis.fr](mailto:board@asparis.fr)

#### OFFICERS

Ms. Suzanne Obenshain, *President*  
Ms. Jude Smith, *Vice President*  
Mr. Michael Julian, *Treasurer*  
Ms. Ilse Willems, *Secretary*

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Mr. Peter Barnet  
Mr. Osama Bishai  
Mr. Alexandre Bosoni  
Ms. Lois Fink  
Mr. Richard Holtzapple  
Ms. Yvonne Lalonde  
M. Pierre-Yves Morlat  
Mr. Andrew Plump

# Our Goals *for Your Orientation Day*

**H**ere is what we hope you will gain from your first day with us:

**Get a sense of the American School of Paris ethos.**

We want you to feel immediately welcome!

**Understand our clear purpose**

for teaching and learning at ASP – preparing every student to achieve personal and academic excellence.

**Understand our commitment**

to a personalized approach in addressing the educational needs of each individual student.

**Experience first hand our aspiration**

to work closely with you.

We believe that a strong relationship between home and school makes all the difference for learning and good citizenship.

**Feel confident**

that your children will greet their first day of school with enthusiasm and quickly set aside any normal fears or concerns about their new learning home.

**Know that we are here to help**

everyone in your family have a strong start at ASP and within the Paris region. We have many resources available to you and your questions are always welcome.



Our special Orientation Team – dressed in red T-shirts – will be on hand to direct you, answer all your questions and help you throughout the day.

## Checklist

- I collected my registration packet.
- I registered for my Parent ID badge and vehicle registration sticker at the ID table.  
*(Only for parents who did not receive their badge already in their Orientation Packet)*
- I completed and turned in the Family & Emergency Contact Information Sheet at the Completed Forms table.  
*(Only for parents who did not return this form over the summer)*
- I stopped by the Cafeteria table and understand the dining options for my child(ren) in LS and/or the MS and US cafeteria card system.
- I received my child(ren)'s ID and bus cards and understand the location of the stops.  
*(Cards for students of all ages taking the bus, and all students in Grades 3-12)*
- I visited the Parent Faculty Association (PFA) table to find out more about opportunities to get involved.
- I set up my ASP parent email account so that it forwards to my regular email address.

# New Family Orientation Day Program

Tuesday, August 23, 2016

Morning



8:30

## Arrival → Gym

- ① On arrival ALL FAMILIES should make their way through reception into the Gym for registration.
- ② Please check in at the alphabetized tables in the Gym and receive your Registration Packet.
- ③ Complete any outstanding paperwork in the packet.
- ④ Visit the stands run by our parent volunteers.
- ⑤ Parents may complete paperwork and enjoy refreshments. Students should proceed as follows:

9:15

### LOWER SCHOOL (LS)

#### New Students → To Homerooms

Parents take students to their homeroom classes before proceeding to the Performing Arts Center (PAC).

Homeroom assignments and maps of the Lower School are available at the Lower School tables in the Gym.

### MIDDLE SCHOOL (MS)

#### New Students → Meet Buddies

Students check in at the Middle School tables and meet up with their buddies. Faculty will accompany students and buddies to their next activity.

### UPPER SCHOOL (US)

#### New Students

→ Meet Current Students

New students meet up with current Upper School students in the Gym before proceeding to the CUBE.

9:30

## Welcome Presentation to Parents by the Head of School

All parents proceed to → PAC (Performing Arts Center). Will begin promptly at 9:45.

## New Upper School Student Welcome Meeting

US students meet in → the CUBE and will be directed to the following rooms:

Grades 9-10 → Room 464, Grades 11-12 → Room 463

10:00

### Follow-up Placement Tests

for Upper School students in French, Spanish and Math. (Each test takes about 10 minutes.)

10:30

### Parent Meeting

All Lower School parents meet with Margaret Coleman, Lower School Director.

At the conclusion of the meeting, parents will collect their children in the Lower School Foyer.

### Parent Meeting

All Middle School parents meet with Jeff Lippman, Middle School Director.

At the conclusion of the meeting, parents will reunite with their Middle School children.

### Parent Meeting

Upper School parents remain in the PAC and meet with Aaron Hubbard, Upper School Director.

11:30

## Placement Testing\*\* Nutritious snacks will be provided for all test-takers.

11:30

**EAL Presentation**  
for EAL students and their parents

12:00

**EAL Placement Tests**  
for Grades 1-5

**French Placement Tests** for new (non-beginner) students of French

11:30

**French and Math Placement Tests**

**\*\*MS EAL Tests**  
**Wednesday, August 24**  
By appointment, beginning at 10:00 am

# ASP Welcome Program

*We understand what it is to be new...*



## Everyone at ASP Was Once New!

Every year we welcome more than a hundred new families to our school. We have developed a comprehensive Orientation and Welcome Program to help them find their footing, make new friends and feel right at home. Our program is designed to make your integration into the ASP and Paris communities as smooth as possible, and to help you quickly feel ‘chez vous’.

## Living Skills Seminars

*Presented by your PFA, three informative sessions, held in the PAC, provide useful information related to living in France and making the most of your time at ASP. A one-of-a-kind, valuable service!*

### Session 1

## Food in France

*Tuesday, August 30  
9 am-12:30 pm*

The opening Living Skills session will feature:

- a culinary expert who will share helpful tips on what to buy and what to look for when shopping at the local market, as well as provide the French equivalents to your favorite foods.
- a valuable shopping guide

Please come with your questions!

### Session 2

## Healthcare, Security, Transportation + Special Guest Speaker and Community Connections Fair

*Friday, September 2 | 9 am-3:30 pm, including a light buffet lunch*

The second Living Skills session will feature:

- a doctor who will explain the French system and approach to healthcare, how to find English-speaking doctors, handle a medical emergency and more.
- an ASP school nurse who will discuss the school’s medical policy.
- a member of ASP’s security team who will make a presentation about safety and security at ASP and answer questions.
- an ASP parent will offer tips on getting around the city, including using public transportation and driving.

## Special Guest Speaker: Melissa Dalton-Bradford



### “Global Mom”

Enjoy an uplifting and enlightening presentation for parents by our special guest, well-known author, polyglot, mother of four and expert on global

parenting, Melissa Dalton-Bradford, who also happens to be a longstanding member of the ASP community.

## Community Connections Fair

Visit the Community Connections Fair and meet a variety of local English-speaking vendors and service providers. Participants typically include representatives from clubs, service institutions, language and cooking schools, banks, IT support providers and more. This event will be held in the Field House.



# Back to School Family BBQ

Saturday, September 3  
ASP Campus 11:30am-2:30pm



The Back to School Family BBQ is a new, all-community event sponsored by ASP and

the PFA. It will be an afternoon filled with food, fun, music and games. Sports teams, clubs and grade liaisons will all be on hand to greet you and introduce themselves. It will be a chance to meet new friends and a great way to start off the school year!

## Session 3

# Navigating ASP and Paris Shopping Experience

+ Lunch with New Friends

Tuesday, September 6 | 9am-3:30pm

The third Living Skills session will begin with:

- an expert who will offer shopping tips for a variety of items in Paris to help you find everything you need locally.
- ASP community members who will share French etiquette tips and provide the inside scoop on the local restaurant scene.

The "Navigating ASP" session will introduce specific ASP programs and systems including: school communication vehicles, library resources, athletics, ASP Excellence Fund and PFA's role and opportunities.



- The session will close with a special lunch for all participants to become better acquainted with new friends, meet parents from your own neighborhood, and mingle with Living Skills speakers and PFA executive members.

# Campus Map



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### Campus Map Key

- 1 Field House
- 2 Lower School (ground level)  
Middle School (upper level)
- 3 Lower School (ground level)  
Middle School (upper level)
- 4 Upper School
- 5 Upper School and the Cube
- 6 New Upper School (opening Fall 2016)
- 7 Gym  
Admissions
- CT Cafeteria Terrace
- PAC PAC | Performing Arts Center
- LSC Future LS Cafeteria

The PFA is committed to making all new families feel welcomed and supported. We know what it means to be newcomers in a new learning environment.

On the following pages, learn about some of the PFA programs and volunteer resources available to you.



## Dear Newly-Arrived ASP Families,

On behalf of the Parent Faculty Association, welcome to the American School of Paris. We are so excited to have your family become a part of our ASP Community for the 2016-17 school year. Joining ASP means joining a vibrant and dynamic community and the PFA is committed to making new families feel welcomed and supported. We all have, at one time or another, been newcomers to ASP and know the transition process you are going through to help your child(ren) thrive in their new school. If you are also new to Paris, then your whole family is also adjusting to a new home. To support you in this transition, we have a welcoming group of parent volunteers who have a wealth of knowledge ready to be shared.

Here are some of the PFA volunteer resources available to you:

**Grade Liaisons** – parent volunteers for each grade level within our school. They are a point of contact and communication link between the school and parents. Throughout the year, parents will receive email updates regarding activities, events and volunteer opportunities.

**Neighborhood Liaisons** – parent volunteers for most locations in Paris and the surrounding suburbs. A great resource to contact for information about your new neighborhood or a neighborhood you might be considering.

**International Liaisons** – as we are a multi-national school, you may want to get in touch with parent volunteers from your home country, someone who can help source traditional items you may be missing, or who speaks your “mother tongue”. Our International Liaisons can help!

Mid-August, you will receive an email from your PFA Grade Liaisons containing specific information about the beginning of the school year including activities and events you will want to attend.

We are holding our **PFA Welcome Coffee on Friday, August 26th at 8:45am**, an event designed for you to meet other parents and learn more about parent involvement in the school. It's a busy week with **Orientation (Aug. 23)** and the **Family BBQ (Sept. 3)** and a great way to get in the mix and become part of the community.

For contact information and other details, please visit the Parents page under the ASP Community tab of the ASP website, as well as our section of the Parent Portal.

We look forward to meeting you at the PFA Welcome Coffee on August 26th!

**Meredith Kelly Oke**  
PFA President 2016-17  
pfapres@asparis.fr



## PFA Welcome Coffee

Location TBD

Friday, August 26 8:45 - 10:30am

Being an ASP parent earns you automatic membership in the PFA! Please join us to meet the 2016-17 Parent Faculty Association's team as well other new and returning parents. We will get to know each other and briefly explore the opportunities for involvement in the school. At ASP the Parent Faculty Association is not a fundraising body, our mission is to support our community through events and programs that strengthen the connection among students, families and staff. We invite your contribution to this mission and look forward to meeting you soon.

## School Portraits

Each Fall, parent volunteers coordinates school portraits for all ASP students.

A professional photographer takes group photos of LS and MS students, and individual photos of students from all three divisions. Parents will have the opportunity to purchase the photo packets. More information will be available in each division's newsletter.

### Lower School

Friday, September 23

### Middle School

Friday, October 17

### Grades 9 to 11

Tuesday, October 4

Wednesday, October 5

### Grade 12

Wednesday, October 12

### Retakes

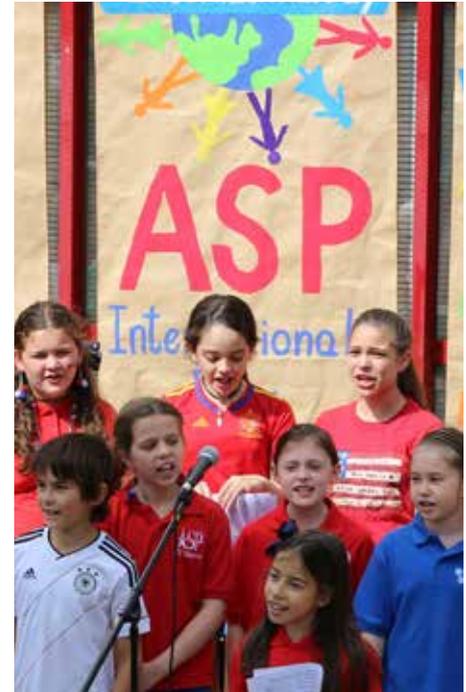
Tuesday, November 29

## Winter Fest

Saturday, December 10



The PFA organizes this year-end holiday event, with arts and crafts, entertainment and other fun activities geared primarily towards Lower School families. A special, white-bearded visitor has been known to stop by on this date – you won't want to miss it!



## Hallmark Community Events



## International Day

Saturday, June 3

Each Spring, the American School of Paris celebrates its vibrant, diverse, family-oriented community with International Day, a fun-filled on-campus festival where visitors can sample ethnic delicacies, participate in amazing games, enjoy international dance and musical performances, and take in the day.



### Senior Parents

Senior year is a memorable time for the soon-to-be graduates and their parents! The Senior Parents group helps plan special activities every year to support the efforts of our hard-working senior students and to celebrate this memorable year. The group raises funds via champagne sales and other activities. They also coordinate graduation announcements, senior photos, monthly treats, senior tee-shirts, and help organize the prom, award luncheon, graduation dinner, and the senior directory.

### Parent Coffees

The PFA, in collaboration with the school divisions, organizes grade-level parent coffees. These gatherings are a chance to meet fellow grade-level parents and to discuss topics that are of interest for each respective grade. School administrators and faculty offer informative presentations with opportunities for questions and discussions. In general, two parent coffees are organized per grade each year.

### Sports Boosters

Sports Boosters bring a lot of spirit to ASP as they support the school's athletic program through their presence and enthusiasm, and by running the food concessions at home games.



### International Liaisons

We are a multi-national school whose International Liaisons are here to help you in your mother tongue or to help source traditional or ethnic items you may be missing. For updated contact information, check with your grade liaison or on the Parent Portal of the ASP website.



Meredith Kelly Oke President pfapres@asparis.fr	Lisa Young Hallenbeck Vice President pfavp@asparis.fr	Nathalie Beaumont Treasurer pfatreas@asparis.fr	Lilly Guandalini Nataf Secretary pfasec@asparis.fr	TBD Parliamentarian pfaparl@asparis.fr
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## Organization Heads

<i>Winter Fest</i>	pfahb@asparis.fr	Kristen Hoy
<i>International Day</i>	pfaid@asparis.fr	Tanja Holtzapfle/Beverley Delay
<i>Sports Boosters PFA Liaison</i>	pfasb@asparis.fr	Dawn Lannin/Cathy McLauray
<i>School Portraits LS</i>	pfaportraitsls@asparis.fr	Jo Hutton
<i>School Portraits MS</i>	pfaportraitsms@asparis.fr	Claudia Correra
<i>School Portraits US and Senior</i>	pfaportraitsus@asparis.fr	Barbara Bilodeau
<i>Senior Parents Committee</i>	pfaseniors@asparis.fr	TBD
<i>FOTA PFA Liaison</i>	pfafao@asparis.fr	Andrea Clemente
<i>PFA Faculty Representatives</i>	dmceachern@asparis.fr	Duncan McEachern/Ron Schildge
	rschildge@asparis.fr	
<i>Technology Support</i>	pfaweb@asparis.fr	Irum Ausaf

## Welcome Program Heads

<i>Orientation Day PFA Liaison</i>	pfad@asparis.fr	Christine Sampaio
<i>Living Skills</i>	pfalivingskill@asparis.fr	Diana Levaton
<i>Volunteer Coordinator</i>	pfavolunteers@asparis.fr	Christine Sampaio

## Grade Level Liaisons

### Lower School

<i>Head Liaison</i>	pfalslhead@asparis.fr	Chantal Cole
<i>Kindergarten 1</i>	pfalslk1@asparis.fr	Monica Diamond
<i>Kindergarten 2</i>	pfalslk2@asparis.fr	Mhairi Pole
<i>Grade 1</i>	pfalsl1@asparis.fr	Paula Escovar
<i>Grade 2</i>	pfalsl2@asparis.fr	Rebekah Nelson
<i>Grade 3</i>	pfalsl3@asparis.fr	Ines Fernandez
<i>Grade 4</i>	pfalsl4@asparis.fr	Kristyn Hoy
<i>Grade 5</i>	pfalsl5@asparis.fr	Heather Bartoli

### Middle School

<i>Head Liaison</i>	pfamslhead@asparis.fr	Bart Kienhuis
<i>Grade 6</i>	pfamsl6@asparis.fr	TBD
<i>Grade 7</i>	pfamsl7@asparis.fr	Elena Mac Naughton/Kristyn Hoy
<i>Grade 8</i>	pfamsl8@asparis.fr	Luciana Mascetti

### Upper School

<i>Head Liaison</i>	pfauslhead@asparis.fr	Diana Levaton
<i>Grade 9</i>	pfausl9@asparis.fr	Clara Warndorff/Lisa Young Hallenbeck
<i>Grade 10</i>	pfausl10@asparis.fr	Tracey Patel/Kari Fleuriet
<i>Grade 11</i>	pfausl11@asparis.fr	Grace Borletti/Laetitia Morlat
<i>Grade 12</i>	pfausl12@asparis.fr	Mary Lostak/Kristin Sterling

## Neighborhood Liaisons

<i>Garches</i>	pfagarches@asparis.fr	Lilly Nataf
<i>Saint-Cloud, Suresnes</i>	pfasaintcloud@asparis.fr	Mhairi Pole
<i>Vaucresson, Marnes La Coquette, Versailles, Ville d'Avray</i>	pfavaucresson@asparis.fr	Natalie Reno
<i>La Celle Saint-Cloud, Louveciennes, Rueil-Malmaison, Bougival</i>	pfalacellesaintcloud@asparis.fr	TBD
<i>St. Nom la Bretèche, L'étang la Ville, Noisy le Roi, Bailly, St. Germain-en-Laye, Le Vésinet, Croissy sur Seine, Fourqueux, Chatou, Feucherolles</i>	pfastnom@asparis.fr	Clara Warndorff
<i>Paris Rive Droite (3, 4, 8, 9, 16 north and 17)</i>	rivedroite@asparis.fr	Diana Levaton
<i>Paris Rive Gauche (5, 6, 7, 13, 15 and 16 south)</i>	rivegauche@asparis.fr	TBD
<i>Paris Ouest (Boulogne-Billancourt, Neuilly-sur-Seine)</i>	parisouest@asparis.fr	TBD

# Getting *to Know You*



*“It feels good to step out of our comfort zone and experience new things together.”*

**I**n the same way that we organize an extensive Welcome Program for ASP families and parents, we also organize activities and programs at the start of the year with the main objective of getting new ASP students integrated as quickly as possible.



**Lower School** | From the beginning, ASP teachers and students are eager to help newcomers. On Orientation Day, teachers are on hand to welcome new students. Children and their parents can visit a Lower School classroom so that they can see and learn more about their new school. Once school starts, children spend time getting to know each other, and teachers are especially attentive and sensitive to the adjustment process of those who have newly arrived.

*“When I started at ASP they gave me a ‘buddy’ to help me get organized and learn about the school. I liked that a lot.”*

**Middle School** | All grades undertake a week’s trip – either in France (Grade 6), or in England (Grades 7 & 8) with Outward Bound. The longer trips for Middle School create an amazing first impression and connection for everyone! After their week together, there are no longer any new students in the Middle School! Our Middle Schoolers spend a week working within their assigned groups of 12-14 students. The goal is for each group, along with its ASP Advisor, to gel and for the students to develop a sense of trust, friendship, cooperation and good spirit. It’s a lot of time to take out of the academic schedule, but the teachers would tell you that especially for students of middle-school age, the benefit is tremendous. It builds a foundation for cooperative learning that will carry on throughout the year.

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*“We get to interact with kids from our grade that we might not have classes with.”*

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**Upper School** | A special Upper School Activities Day will be held on September 2. The students will be involved in a range of activities to help them learn more about the school and its expectations as well as get to know and form new friendships with other Upper Schoolers. More information about the program will be communicated at the start of the school year.



# Development *and Alumni Relations Office*

**W**e are here to help build a community of both do-ers and donors to keep ASP moving forward. **Philanthropy, through the ASP Excellence Fund, is key to making this happen.**

## philanthropy

fr'lanθrəpi/

**noun** | the desire to support others and good causes

via late Latin from Greek *philanthrōpía*, for 'love of mankind'

A strong spirit of *philanthropy* helps empower ASP students and teachers and allows them to benefit from amazing educational opportunities.

We encourage **big dreams**: If a parent, teacher or student has a great idea to enhance teaching and learning, we make every effort to bring it to life, thanks to the contributions by our community.

While tuition covers everyday operations, the Excellence Fund provides the school with a **nimble way to go a step further** and respond to extraordinary opportunities when they arise. Facilitating year-round support, the Excellence Fund fosters

innovation and skill-building for our students.

Gifts to the Excellence Fund are tax advantageous for French and American taxpayers.

Your gift at any level counts and is appreciated!

To know more: [www.asparis.fr/excellence](http://www.asparis.fr/excellence) or contact Caroline Baugh, *Associate Director of Development and Alumni Relations*.



## Campus Development

**T**he new Upper School and the Lower School Cafeteria buildings are the first tangible results of our ambitious campus development plan which provides new places for 21<sup>st</sup> century teaching and learning at ASP.

Please contact Emily Robin, *Director of Development and Alumni Relations* if you would like to learn about opportunities to participate in the realization of this ongoing project.

*The Lower School's Outdoor Science and Nature Area is just one of the many projects made possible by the Excellence Fund.*

## Alumni Relations

### alumni

/ə'ʌlmiːni/

**noun** | a former student or member of an organization from Latin *alere*, for 'to nourish'

At ASP, we are pleased to count all our former students, parents, and teachers as alumni, and the Development and Alumni Relations office nourishes life-long connections with this extraordinary community. Living and working all over the globe and ranging in age from 8 to 80+, ASP alumni make us proud every day.

Now that you are a part of the worldwide ASP community, you can connect with thousands of alumni through our social media groups and on our AlumniCONNECTION, our official alumni database:



LinkedIn

<http://bit.ly/ASPalumLI>



Facebook

<http://bit.ly/ASPalumFB>

AlumniCONNECTION <https://asp-alumni-community.org>

## Development and Alumni Relations Office

We welcome visitors at our offices in the Advancement suite of Building 7, and we look forward to meeting you soon!



**Caroline Baugh**, *Associate Director of Development and Alumni Relations*  
[cbaugh@asparis.fr](mailto:cbaugh@asparis.fr)



**Chris Chater**, *Alumni Coordinator*  
[cchater@asparis.fr](mailto:cchater@asparis.fr)



**Emily Robin**, *Director of Development and Alumni Relations*  
[erobin@asparis.fr](mailto:erobin@asparis.fr)

ASP Alumni Office [alumni@asparis.fr](mailto:alumni@asparis.fr)

# Athletics Program

ASP offers its students a comprehensive range of extracurricular sporting experiences within the framework of an interscholastic program.

## Lower School Athletic Program

The Lower School Athletic Program is divided into 3 seasons:

Fall (Soccer), Winter (Basketball), and Spring (Soccer).

All sports are co-ed for Grades K1-5. Everyone is welcome to join.

The program is on Fridays after school for Grades 3-5, and on Saturdays for all grades.

Information and registration forms are posted on the Parent Portal approximately two weeks before each season begins.

There is a ten euro participation fee each season which covers medals, trophies and a pizza party at the end of each season. There is a one-time 45 euro fee for a uniform (Rebels shirt, shorts and socks).



## Middle and Upper School Athletic Program Eligibility

- Students in Grades 8-12 are eligible to try-out for the Varsity teams (when cuts have to be made and students' abilities are equally matched, Upper School students will have preference over 8th grade students).
- Students in Grades 8-11 may try-out for the Junior Varsity teams (in Cross Country, Swimming and Track & Field, 7th graders are also eligible).
- Students in Grades 6-8 are eligible for the Middle School teams.

## Middle School Athletics Sign-Ups

Details will be announced at the start of the school year. Athletes will take one trip each season and host one tournament each season.

There is a one-time 45 euro fee for a uniform (Rebels shirt, shorts and socks).

## Junior Varsity and Varsity Try-Outs

Junior Varsity and Varsity Fall sports (Volleyball, Soccer and Cross Country) try-outs will be held on Monday, August 29 through Thursday, September 1.

## Practice

Mondays, Tuesdays and Thursdays 4:20-6:15pm: All Varsity sports except Swimming, including JV athletes in Cross Country Track & Field

Mondays, Tuesdays and Thursdays 4:00-5:00pm: Varsity/JV Swimming

Tuesdays and Thursdays 4:20-6:15pm: JV teams except Tennis

Mondays and Thursdays 4:20-6:15pm: JV Tennis

## After-Sports Transport

Late school bus service is available at 5:15 and 6:30pm, Monday-Thursdays for students signed up for the bus service.

## Contact Information

Han Hoegen, Athletic Director  
[hhoegen@asparis.fr](mailto:hhoegen@asparis.fr)

Cathy McLaury, Athletic Assistant  
[cmclaury@asparis.fr](mailto:cmclaury@asparis.fr)

## International School Sports Tournament (ISSTs)

Those students chosen to represent the school at the Varsity level (and at JV level in Cross Country, Swimming and Track & Field) will participate in the ISSTs at the end of each season. This tournament, founded in 1967, is attended by some of the largest American/International schools in Europe and is hosted in a different city each year.

## The 2016-2017 ISST Tournament Venues and Dates

Soccer (Boys)	COB	London	November 9-12
Soccer (Girls)	ASH	The Hague	November 9-12
Volleyball (Boys)	ASP	Paris	November 9-12
Volleyball (Girls)	ATH	Athens	November 9-12
Cross Country	FIS	Frankfurt	November 11-12
Swimming	HIL/COB	London	March 8-10
Basketball (Boys)	ISB	Brussels	March 8-11
Basketball (Girls)	FIS	Frankfurt	March 8-11
Rugby	TAS	London	March 8-11
Track & Field	ASP/BSP	Paris	May 21-23
Golf	TAS	London	May 21-23
Tennis	MIS	Munich	May 21-24
Baseball	CAC	Cairo	May 24-27
Softball	VIS	Vienna	May 24-27



## P. E. Uniforms

P.E. uniforms, consisting of navy blue shorts and a white t-shirt (solid color, no writing or pictures), are required for all P.E. classes (except kindergarten).

Dry-fit P.E. kits with the ASP logo are available on-line via the Parent Portal on the ASP website. The Athletic Department will have samples of each size. A small number of P.E. kits are in inventory on-campus and will be available

for purchase until they are sold out. P.E. kits will be available for purchase at the following events:

Aug. 23 | Orientation Day

Sept. 2 | Community Connections Fair

P.E. teachers will expect students to be properly attired by Monday, September 12.

Please make sure to **MARK YOUR CHILD'S NAME IN BOTH THE SHIRT AND SHORTS** as the uniform of each student will look the same!

The school year is divided into three seasons with the following sports offered at the Varsity, Junior Varsity and Middle School levels:

### Fall

*September-November*

Boys & Girls Soccer (Var., JV, MS)

Boys & Girls Volleyball (Var., JV, MS)

Boys & Girls Cross Country  
(Var., JV, MS)

### Winter

*November-March*

Boys & Girls Basketball (Var., JV, MS)

Boys & Girls Swimming (Var., JV)

Boys Rugby (Var.)

### Spring

*March-May*

Boys & Girls Tennis (Var., JV)

Boys & Girls Track (Var., JV, MS)

Boys Baseball (Var.)

Girls Softball (Var., JV)

Co-ed Softball (MS)

Boys & Girls Soccer (MS)

Boys & Girls Golf (Var.)



# Extracurricular Activities

ASP offers a rich and varied range of after-school and extracurricular activities which provide avenues outside of the classroom for self-expression, language learning, personal growth and insights into the world around us. Students are encouraged to participate in one or more of these programs, to stretch themselves and try something new!



## 3-Year-Old - Grade 1

**ASP Kids Club** This new bilingual after-school program for our youngest students features: recreation, yoga, gymnastics, singing, puppet theater, storytelling, art, science/technology, and more!

## Grades 2-8

**M**any of the after-school activities for this age group feature a bilingual French-English environment, celebrating our vibrant international community. Activities are offered for a cost-only fee. Please refer to the '**After-School Activities Brochure**' on the Parent Portal for details and each semester's offerings. Some of the classes offered recently include:

**Art Club** Students discover many facets of art and create unique works by drawing, paper-mâché, ceramics, and other techniques.

**Girl Power! Legos Engineering** A supportive environment for girls to apply concepts in physics, engineering, and architecture through projects such as bridges, motorized objects, historical monuments and amusement parks.

**Chess Club** Students in Grades 2-12 learn the rules of game in a battle of wits and strategy. All levels welcome.

**Cuisinons en Français** (French cuisine in French language) Initiates students to traditional French recipes to cook – and taste!

**Harry Potter Club** For LS Grades 2-5: Come and join other fans of the Harry Potter series. Be a part of one of the four Hogwarts houses, create magic spells, charms, potions and your own wand, and immerse yourself in the world of wizardry and intrigue.

**Engineering FUN-damentals with LEGO** A cool way to use LEGO to learn basic building techniques and be introduced to mechanical, architecture and design principles.

**Dance Workout** For MS Grades 6-8: Develop rhythm and agility while working out—a fun way of exercise and expression, and all in French.

**Spring Training Baseball** America's national past-time; train indoors and outdoors during the winter and spring. Students will practice the fundamentals of fielding, throwing, running bases and hitting.

**Fashion Drawing & Design** Young designers will learn the basics of fashion rendering and illustration, including figure proportions, shading, and style details to create an individual portfolio. A final project includes dressing a 3D model with a variety of materials to create a unique line of clothing.

## Language and Adult Programs

### Language Learning

#### **Private French or English Language Classes**

Build language skills and confidence, and work at your own pace. Please contact the Extension Program for information about private French or English courses for children, adolescents, and adults.

#### **Vacation Programs**

The Extension Program offers students the chance to improve their English or French language skills by participating in classes, activities, and excursions during school vacations and a camp during summer.

### Specially For Adults

#### **Adult Wellness**

The Extension Program offers workshops and activities for ASP adult community members inspired by the Mind-Body Wellness program. Some classes are in French, others in English, and specific classes may vary by semester. Some of the classes that have been offered in the past include Yoga, French Cooking, Kickboxing, Meditation and Sculpture.



## Lower School Music Opportunities

Lower School students enjoy learning music together and performing at assemblies and concerts. Students are encouraged to participate in one of the after-school music programs which include:

- **Lower School Singers**
- **String Ensemble**
- **Band Ensemble**

For information regarding the above programs, please contact:  
[extensionprogram@asparis.fr](mailto:extensionprogram@asparis.fr)

## Middle School

Clubs meet either at lunchtime or after school. Following is a representative list of clubs; for more information please refer to the Middle School Student Handbook on the ASP website.

**Art Club** For students who want more art time than they get in their regular art classes.

**Chess Club** Students in Grades 2-12 learn the rules of game in a battle of wits and strategy. All levels welcome.

**Debate Club** To help students learn to develop, express, and defend their opinions. The club promotes public speaking techniques while debating a variety of topics.

**Homework Club** Meets twice a week and provides a quiet place to do work and get some extra help.

**MATHCOUNTS** An inter-school competitive mathematics program allowing students to practice solving challenging problems both individually and as a team.

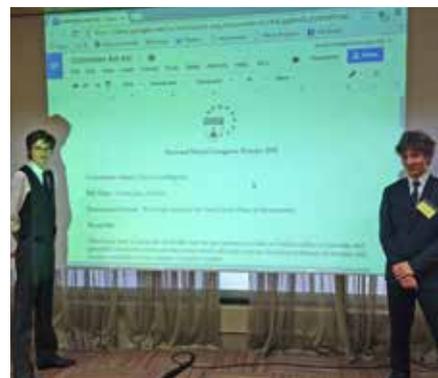
**Model United Nations** Introduces students into the world of global politics via role playing, debate, and provides the chance to participate in inter school conferences.

**Musical** A major annual event in the ASP community. Rehearsals and production take place in the spring.

**String Ensemble** Meets weekly for string instrument musicians to work together under the leadership of a strings teacher.

**Student Council** Coordinates numerous activities throughout the year that serve the school community and the greater world, including fundraisers such as a Walkathon.

**Yearbook Club** Students contribute to development and production of the MS section of the ASP yearbook by taking photographs and creating pages.



## Upper School

Clubs and activities generally meet after school. Please visit the Upper School pages on the school website for more information on these offerings:

**A Capella** The Trebels is the student-run vocal group. Members are chosen at auditions and the group sings at various school functions.

**Art Club** Students may work on various projects involving diverse materials and supports (choice made individually). Group projects, such as murals for the school, may be proposed.

**ASpire** The ASP student newspaper, covering school-related topics as well as social issues, world events, and human interest stories.

**Chess Club** Students in Grades 2-12 learn the rules of game in a battle of wits and strategy. All levels welcome.

**Debate Club** Engages students in the art of argument and how to formally engage in a discussion with others on opposing points.

**Entrepreneurship** Introduces students to the essential skills of entrepreneurship for both profit and non-profit initiatives and helps them develop key communication, organization and creative skills.

**INK Magazine** A student-led literary magazine. Its aim is to allow budding writers to explore their talents, their imagination and their self-confidence.

**Math Team** Focuses on improving Math skills, but from a different perspective. Club members also participate in international mathematics competitions.

**Model United Nations** Students debate global issues, with the goal of finding solutions to these issues within the UN framework.

**Rebel TV** The "broadcasting" club of ASP. Students may produce PSA announcements, creative and artistic videos, comedy skits and more.

**Robotics Club** Collaborative learning focusing on the development of practical STEM skills, featuring tech challenges and robotics expositions.

**Student Council** Acts as a liaison between students and the administration. Students seek to address the concerns of the student body while striving to create the most favorable environment and culture for the school.

**Yearbook Club** Works in tandem with the Yearbook class to produce the annual school yearbook.

## Extracurricular Activities

### Service Learning

By participating in school service learning projects, ASP students of all ages are able to engage as global citizens, give to others, and to learn more about themselves and the world around them.



Clubs and programs include the following:

#### Lower School

*Green Team*

*Visits to Saint-Cloud Retirement Home*

*Support for Niharika Orphanage in India*

*Pièces Jaunes France campaign*

#### Middle School

*Ongoing support for the Jyoti School in India – including a Walkathon fundraiser*

*Restos du Cœur*

*Love in a Box*

*Green Team*

#### Upper School

*Amnesty International*

*Green Team*

*Habitat for Humanity*

*India Project*

*Kalahari Education Experience*

*Kenya Club*

*Kids Home in support of Kids Base Thailand*

*Romanian Children's Relief*

*Room to Read*

*Sumba Group in support of The Sumba Foundation*



The ASP website has a wealth of resources about our programs and community.

Please browse through the Teaching & Learning, Lower School, Middle School, and Upper School tabs to consult division-specific information, and visit the Parent Portal regularly for additional key information.

Login ID

Our IT department sets up your ASP online accounts and provides the necessary login information. They also allocate you an ASP email address along with instructions for automatic forwarding of school email to your regular email address.

Each family will receive:

- 1. Individual student logins (Grades 5-12)
2. A family login for the parents

Your login ID grants access to various online resources.

Parent Portal

Your point-of-entry to all of ASP's internal online resources listed below:

Haiku

Haiku is the school's online learning portal. Teachers use Haiku to extend the classroom environment. For the ASP student, Haiku provides access to a variety of resources and information related to classes, clubs and other activities.

PowerSchool

PowerSchool is ASP's online database where contact information, student schedules, attendance data, grades and report cards are available through a web-based interface.

The Cafeteria

The Cafeteria Card recharge link can be found under QUICKLINKS on our website homepage and the Parent Portal.

ASP Logowear

An attractive range of ASP logowear is available on the Parent Portal and on the ASP website, under "ASP Community". Shop 24/7 and have your items delivered straight to your door.



The ASP Libraries

ASP is home to two libraries: the Upper School Library (Grade 8-12, aka The Hub!) and the Lower School Library (K-Grade 7).

The libraries support students' literary and information needs through a variety of services and resources.

Workshops are also offered to parents on how to efficiently search the library's online resources and the Internet. The school subscribes to a growing number of online databases, which are accessible to all members of the community via the library's website.

Questions?

Online Accounts

IT Department
login@asparis.fr

Other Technology Services

Technology Director
Larry Love
llove@asparis.fr

Online Research Resources

ASP Librarians
Mario Chioini (US)
mchioini@asparis.fr
Greg Jacks (LS, MS)
gjacks@asparis.fr

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# Notes from the Business Office

**Payment of Tuition Fees** | These and other fees for the 2016/2017 school year should be received by ASP as per contract terms for all returning families, and three (3) weeks after invoice issue date for new families. If tuition and fees are paid in total or in part by a third party, it is the parent's responsibility to ensure that payment is made to ASP on time. In the case of students enrolling after the beginning of the school year, payment of tuition fees is due within three weeks of billing. Unpaid tuition fees may result in students being put on a waiting list or suspended from the school, report cards and transcripts are withheld by the school and, in the case of failure to pay, the account is transferred to a recovery agency. Do not hesitate to contact the Business Office if you have problems paying tuition fees.

**Personal Insurance** | It is important that your children are covered for their activities related to the school. Your household insurance policy, in French, *assurance multirisques*, may cover incidents involving your child for which you could be held personally liable (*responsabilité civile*). Some policies exclude liability coverage for extra-curricular activities, use of the school facility outside normal school hours, or school-sponsored sporting events. Please double-check to make sure you have adequate insurance coverage before a problem occurs. If your policy is incomplete, your housing is provided by your employer, or if you do not have an *assurance multirisques*, we recommend you purchase a student liability policy. You will find a list of insurance companies on the US Embassy website under the section "Living in France".

**Health Information** | All students are required to provide the school nurse with a current list of vaccinations. Vaccinations must be up to date. Parents should make sure that the B.C.G. vaccination for tuberculosis or the Tuberculin (TB) skin test is valid. Please take care of these vaccinations before school begins.

**Accidents or Illness at School** | All accidents or illnesses occurring during school hours are reported to the school nurse. If the nurse recommends immediate medical treatment, she will contact the parents or the emergency contact. If there are medical expenses incurred as a result of treatment ordered by the nurse, you must submit the claim to French Social Security, and to your supplementary insurance (*Mutuelle*), or health insurance carrier for reimbursement. The school's insurance policy will intervene only for the portion of the medical expense that remains unpaid after the parent has claimed reimbursement through his medical plan. Thus, if your insurance will not cover the expense, even partially, neither will the school's. Please review your medical coverage to verify coverage for accidents or illnesses that may occur while your child is at school.

Should you require assistance in any of the items aforementioned, please do not hesitate to contact me.

Regards,

**Joyce Kearney**

Director of Finance & Human Resources  
[jkearney@asparis.fr](mailto:jkearney@asparis.fr)

# Communications at ASP

ASP believes in the power of effective communication and provides several helpful resources that cover a broad spectrum of information.



## *90-Seconds from the Head of School*

Head of School Mark E. Ulfers regularly sends messages to the community as a means of personally connecting with ASP families.

*90 Seconds – The Time it Takes to Stay Informed* provides Mark's insights on new developments, events and school-wide news.

## *Mark's Coffee and Conversation*

All parents are encouraged to attend these monthly sessions, hosted by our Head of School, where discussion will focus on top-of-mind school issues. Dates will be announced in the division newsletters.

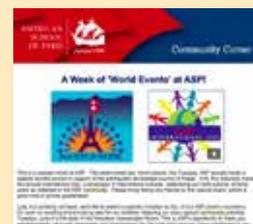


## *The ASPECT News Magazine*

The ASPECT is a quarterly printed magazine that highlights the many ways we are "living the mission" at ASP. The ASPECT features our students, teachers, staff, parents and alumni – the true heroes of the ASP story.

## *ASP Community Corner e-Newsletter*

Our e-newsletter is a forward-looking publication. It provides community-wide information on upcoming events and opportunities for ASP families to get involved. Community Corner is e-mailed to each family's ASP address twice a month during the school year.



## *Division Newsletters*

Every Wednesday, each division sends out a newsletter to keep parents up to date on weekly classroom activities and general academic and division information.

## *Headline News*

Headline News items are updated on an ongoing basis, and reflect the diverse and engaging events taking place on campus and within the ASP community. Consult the homepage of the website for headline news, and sign up online to receive email 'alerts' as soon as headlines are posted.

## *Alma Matters Alumni Newsletter*

Even after they move on, we like to keep in touch with our ASP students, families, faculty and staff. This quarterly e-newsletter helps keep alumni updated on school events and news of interest.

## *Social Media: Facebook, Twitter and Instagram*

You can receive updates on events, news and photos by following us on social media. Look for the international flags at the top of our pages.



Like us on the official ASP Facebook page  
[www.facebook.com/AmericanSchoolofParis](http://www.facebook.com/AmericanSchoolofParis)



Follow us on Twitter  
[@asparisofficial](https://twitter.com/asparisofficial)



Follow us on Instagram  
[@americanschoolofparisofficial](https://www.instagram.com/americanschoolofparisofficial)

# Bus Information and FAQs

In case of an emergency,  
contact:

Brenda Heussaff

06 85 31 51 17

or

Solange della Faille

06 89 37 31 71



**Lost Items:** Please note that the bus company and the school are not responsible for items left on the buses. The buses do not remain on our campus so we can't check them in the evenings and mornings. We have a contract with the SAVAC bus company, but they often have other client runs to do immediately following our service and lost items may be picked up by other people riding the bus after our students. Unfortunately, we cannot be responsible for items left on the buses, but we will always do our utmost to locate them. It is of paramount importance that lost items be reported immediately to the Admissions Office to increase the chances of finding them.

Dear ASP Parents and Students,

The ASP bus system is very diverse and transports children not only in the suburban areas near the school, but also in further removed areas of the western suburbs and in the western districts of Paris. The buses are limited in their routes by road weight limitations, narrowness of the roads and streets, and quite often, especially in the morning, by snarled traffic conditions. Yet, an intensive effort is made to minimize the travelling time the children spend on the bus to and from school.

To ensure a safe and comfortable ride for everyone, the school relies on children's and families' understanding of correct bus behavior (see **Bus Rules and Regulations** on page 25) and on the Bus Monitors selected from the student body of the Upper School. Don't hesitate to introduce yourself to your Bus Monitor(s) by email, phone call or on the bus.

Communication of any problems/emergencies on your bus line is done by SMS text direct to your French cell phones. Please ensure that we have your numbers and send us any changes that may occur during the school year. In addition, please have your cell phones with you and in service during bus hours.

Middle and Upper School students may be required to show their school ID cards before boarding the bus. Lower School students should have their ID/bus cards in their possession (in their backpacks is ideal!) at all times.

Unlike the regular morning and afternoon buses, the 5:15pm and 6:30pm late buses do not service all of the stops.

**Brenda Heussaff**  
Director of Admissions  
Bus Coordinator  
[bheussaff@asparis.fr](mailto:bheussaff@asparis.fr)  
Office: 01 41 12 82 45  
Mobile: 06 85 31 51 17

The tasks of the Bus Monitor are:

a) To ensure that all students behave in a safe and sensible manner:

- **Wear seatbelts at all times**
- **NO eating or drinking**
- **Keep noise level down**
- **No trash left in the bus**

b) To make sure Lower School children are met at the bus stop in the afternoons by a parent/guardian or are accompanied by a Middle School/Upper School sibling/friend

c) To report any unruly or aggressive behavior to the Division Directors or the Admissions Office immediately upon arrival in the morning

d) To help with new students joining the bus throughout the year

e) To report any other problems

The communication between the school and the monitors occurs on a regular basis through the use of a weekly bus monitor report. Any unacceptable or dangerous behavior is reported to us immediately upon arrival to school. Behavior will be addressed through parental contact, discussion with the student(s) involved, and discipline measures as described in the **Bus Rules and Regulations**.

We are confident that with your cooperation and frequent reminders and discussions at home with your children about the bus rules, we will be able to offer the best bus service possible and minimize problems.

Please don't hesitate to contact us should you have any comments, concerns or questions.

**Solange della Faille**  
Bus Secretary  
[sfaille@asparis.fr](mailto:sfaille@asparis.fr)  
Office: 01 41 12 86 59  
Mobile: 06 89 37 31 71

## Bus Card Information

• Morning and afternoon bus number

• Morning and afternoon bus stop number

• 5:15 pm Late bus letter

• 5:15 pm Late bus stop number

• 6:30 pm Late bus letter

• 6:30 pm Late bus stop number



• Grade level

• Student number

• Birthdate of student

**BUS SERVICE FAQs**

**Q. Can I change to another bus stop on the same route?**

Yes, but please inform Brenda Heussaff or Solange della Faille in the Admissions Office before changing stops.

**Q. Can I change to another bus?**

Please contact Brenda or Solange before switching buses. Some buses, particularly those serving Paris neighborhoods, may be full.

**Q. I'm going to take my children to school for the first few days and then I will start putting them on the bus. Do I have to notify anyone about this?**

Please notify us 24 hours before your children start using the bus.

**Q. Does my child need to show his/her bus card to board the bus?**

All students are issued bus cards and they should carry these with them at all times. For younger children, you can

put the bus card in a secure spot in their backpacks (for example, a zippered pocket) so they always have them. At any time, students can be required to show their bus cards to ensure that everyone is riding the bus to which he/she is assigned.

**Q. Can parents ride the bus?**

In general, no. Even if it looks like there is room at your stop, consider that other children will be boarding at later stops. Also if many parents board on days when there are special events at school, that could result in a lack of seats for students.

**Q. Who will be helping younger children with their seatbelts?**

Upper School students are assigned as monitors on each bus and are responsible for communicating with the driver, reminding students about rules and regulations, and making sure that all children are buckled in. We have also hired adult Bus Monitors to help on some of the buses.

**Q. Can I ask the driver to stop in between two stops or at a former stop?**

No. We've mapped out the routes and bus stops based on where students live and a reasonable estimate of how long children should be on the bus. Adding additional stops slows down the commute for everyone and can create a safety hazard.

**Q. My Lower School child carries a cell phone and a key to our apartment. Must I meet him/her at the bus in the afternoon?**

All Lower School children must be met by an adult or escorted home by a Middle or Upper School student (either a sibling or a friend). If you are unable to meet your child at the bus stop, please make arrangements with other parents or older students and inform Brenda or Solange.

**Q. What happens if we're running late in the morning? Can we call someone to make sure the bus waits for us?**

Please make every effort to be on time. The bus driver may wait for two minutes past the scheduled departure time, but cannot wait longer than that. If you cannot make it to the bus stop by that time, you will need an alternative plan for getting to school.

**Q. Can I get the phone number of the bus driver for my child's bus?**

Bus drivers change every now and then depending upon the needs of the bus companies with which ASP contracts. In addition, we want to be sure that the drivers are focused on the road and are not distracted by calls from parents and others. If you have concerns, talk to Brenda or Solange. To be prepared for any last minute problems, we also suggest that you exchange phone numbers with other parents at your bus stop, or the Bus Monitors.

## Bus Rules and Regulations

**1** All Lower School children should be in the company of an adult or an Upper School student while waiting for the morning bus. In the afternoon, Lower School children should be met by an adult, or accompanied by a Middle School or Upper School student when descending at their stop. In case of an unforeseen problem where the adult is not at the stop to meet the bus, the child must **STAY ON THE BUS AND BE BROUGHT BACK TO THE SCHOOL** after the bus has finished its route to be picked up by the parents at the school. Please instruct your young children not to get off the bus if you or a baby-sitter/guardian are not there to pick them up!

**2** It is forbidden for Lower School students to sit in the first row of seats on the bus. Seating for Lower School students is from the back exit forward to row 2.

**\* Any conduct which endangers the safety of students on the bus will result in a phone call and letter to the parents and the student being removed from the bus for a period of one week. All other violations of bus rules will result in a warning letter being sent to the parents outlining the student's behavior. After a second violation of the bus rules, the student will be removed from the bus for one week. Additional violations will result in additional suspension from the bus and additional sanctions until the bus privilege is finally removed permanently.**

**3** There is a strict rule concerning the use of objectionable language on the bus. Any violation of this rule must be reported to the bus monitor or to Brenda Heussaff immediately.

**4** In the interest of safety, **ALL** students must be **seated and facing forward** with their **seat belts on** while the bus is moving.

**5** **\*Disruptive behavior can be dangerous! Any violation will be viewed as a serious offense.**

**6** Once the bus doors are closed in the afternoon, students will not be allowed to board the bus. It is strictly prohibited to run in the parking lot to catch the bus! Students who miss the afternoon bus must check in with the school office and can take the late bus at 5:15 pm.

**7** **Food and drinks are prohibited on the bus. Trash should never be left on the bus. The drivers arrive with a clean bus and the children should leave a clean bus at the end of the route.**

**8** ASP is not responsible for items left on the bus; nevertheless, please contact us immediately (01 41 12 82 45, 01 41 12 86 59, or [admissions@asparis.fr](mailto:admissions@asparis.fr)) if your child leaves something on the bus and we will do our best to coordinate with the bus company to find the item. Please write your child(ren)'s name on backpacks, lunchboxes, sports bags, etc., to help us return found items to you.

**9** Enter the bus by the front door only.

**10** Please remember that the bus monitor is on the bus to assure that safety and correct behavior are observed. They are to be respected, as you would want them to respect you.

*Thank you for taking the time to review the above information with your children.*

# Supplies List

**T**hese lists reflect the items that all students will need. Almost all supplies can be purchased in larger supermarkets and in department stores.

A P.E. kit is required in Grades 1-12.

## Lower School

### All Grades

- Backpack
- Water bottle

### EC3, K1, K2

- Change of clothes in case of “accidents”(in a bag clearly marked with your child’s name) to include: 1 set of underwear, socks, skirt/trousers, and a shirt.

### Grades 1-5

#### P.E. Uniform

- Navy blue shorts
- Athletic shoes
- White t-shirt

An ASP P.E. Kit is for sale. Students may buy this kit, or they may wear any plain navy blue shorts or any white t-shirt. For more information, please consult page 17.



## Middle School

### P.E. Uniform required for all Grades

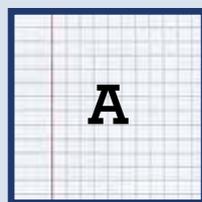
- Navy blue shorts
- Athletic shoes
- White t-shirt

An ASP P.E. Kit is for sale. Students may buy this kit, or they may wear any plain navy blue shorts or any white t-shirt.

For more information, please consult page 17.

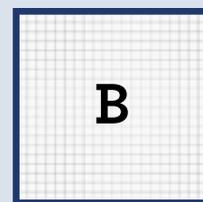
### Supplies required for Grade 6

- 2 Tri-fold folders  
A4 (21 x 29,7 cm) with elastic bands
- 4 Spiral-bound notebooks  
24 x 32 cm, 100 pages, *grands carreaux* format
- 1 Spiral-bound notebook  
A4 (21 x 29,7 cm) 100 pages, *grands carreaux* format
- 1 Spiral-bound notebook  
A4 (21 x 29,7 cm), 100 pages, *petits carreaux* format
- 1 4-ringed A4 binder, 2 cm thickness
- 1 Pack of A4 size plastic sleeves to put in binder
- Supply of A4 paper, *grands carreaux* format
- 30 cm ruler
- Protractor
- Compass for drawing circles
- Simple calculator (with add, multiply, divide, subtract, square root and the +/- switching sign)
- Clipboard (for use on field trips)
- Box of tissues to be left with their advisory
- Pencils, sharpener, eraser
- Blue/black/green/red pens
- Colored pencils/markers
- 3 glue sticks
- Scissors
- Small stapler
- Small pair of earbuds to be used with laptops (to keep in pencil case)
- Reusable water bottle, to have water at all times



A Paper format  
*grands carreaux*

Examples  
of French  
paper formats



B Paper format  
*petits carreaux*  
(graph paper)

## Supplies required for Grade 7

- 1 4-ringed A4 binder and dividers**  
*classeur léger, 2 cm, for English*
- 1 Large non-spiral bound notebook**  
24 x 32 cm, 96 pages, *grands carreaux* format, for English
- 1 Non-spiral bound notebook**  
A4 (21 x 29,7 cm), 48 pages [24 sheets] for Health
- 1 Large notebook**  
24 x 32 cm, 96 pages, *petits carreaux* format, for Math
- 1 Notebook, A4 (21 x 29,7 cm), for Social Studies**
- 1 Folder, A4 (21 x 29,7 cm), for Social Studies**

## Basic Supplies

- 2-3 packages of loose notebook paper,**  
*grands carreaux* format to fit in binder, for use in all classes
- 50 plastic sleeves** for saving papers
- Index cards** for making flashcards, format 75 x 125 mm
- Post-it notes,** 4 boxes of square size
- Pencil case containing**  
pencils, eraser, blue/black/green/red pen(s), glue stick, scissors, pencil sharpener, white-out and small stapler
- Set of colored pencils or markers**
- Set of highlighters**
- 30 cm ruler, a compass and a protractor**
- Large box of tissues** for your advisory room
- Simple calculator** (add, multiply, divide, subtract, square root and the +/- switching sign)
- USB key** (labeled if possible)
- Light-weight clipboard**

Please note that the first notebook that will be used for French will be given to each student at the start of the year.

## Supplies required for Grade 8

- Large box of tissues** for advisory room
- Pencil case containing**  
on-going supply of pencils, pens, colored markers/pencils, pencil sharpener, eraser, white-out, scissors, stapler and staples
- Ruler,** 15 cm
- Simple calculator**  
(add, multiply, divide, subtract, square root and the +/- switching sign)
- Light-weight clipboard** for general use
- 4 A4 4-ring binders,** 4 cm thickness  
All subjects except Science
- Lined A4 paper,** *petits carreaux* format, for Math
- 1 Spiral notebook,** 100 pages, for Math
- 5 Page dividers for A4 4-ring binder, and paper**  
for all subjects
- Lined A4 paper**  
*grands carreaux* format, perforated, for French
- 3 Tri-fold folders** with elastic bands,  
for French, Social Studies, Science
- 1 Soft-cover folder** with 60 pages of plastic sleeves,  
*porte-documents 60 vues,* for Social Studies
- 2 Poster boards,** for Social Studies
- Water bottle**
- 100 index cards,** for Social Studies and Science
- French-English translating dictionary**  
for use at home (Novice to Advanced French)
- French-French dictionary,**  
Larousse or Petit Robert (Francophone)

### Additional information for Algebra I students



For advanced math students who will be taking Algebra I, a scientific calculator with square root and exponent features is required. A Texas Instruments TI-84 Plus Silver Edition calculator may be used; this model will be used in the following years in the Upper School mathematics courses. As these graphing calculators are expensive, you should only purchase one if you are not likely to misplace it!

(You may find these to be less expensive in the United States or in a duty-free store.)



### Upper School Supplies

Upper School students should arrive equipped with the basics (pens, pencils, erasers, highlighters, binders and paper). Teachers will inform students of the other items they will need for the school year.

# ASP Cafeterias

The cafeteria team welcomes you to ASP. It is our belief that students who are enrolled in the cafeteria program should receive a healthy and satisfying meal each day. Here is a brief summary of our program for 2016-2017:

## Lower School Lunch Program (K1-Grade 5):

Lower School students eat in the cafeteria dedicated to their division.

Lower School students can either enjoy the Hot Lunch Program provided at school by our French chefs, or they can bring a packed lunch from home each day. Microwaves are available to heat packed lunches.

Students may be enrolled in the lunch program for a trimester or for the entire year.

You may register your child for our lunch program online. It is fast and simple. See instructions in the sidebar.

You will not need to pack a lunch on Field Trip days if your child is enrolled in the lunch programs. All children participating in the lunch program will be provided with a packed lunch when going on a day trip.

We strive to prepare meals that are nutritionally balanced, pleasing to children and which integrate organic food.

As always, if your child has allergies or requires a special diet, please inform us.

Please contact me if you have any questions.

*Bon Appétit!*

**Patrick Ginestet**

Cafeteria Manager

[pginestet@asparis.fr](mailto:pginestet@asparis.fr)

**Note:** Children in the 3-year-old class bring their lunch from home and eat it in their classroom. Lower School students may also bring in a couple of snacks and drinks to have during the morning and afternoon breaks.

## Middle and Upper School Cafeteria Options

Middle and Upper School students may choose from a variety of freshly-made hot and cold dishes, including vegetarian and gluten-free options, on an à la carte basis. Offerings rotate daily. Parents of these students may recharge their child's cafeteria card through our online recharge system. You will receive an access code, password, and instructions before the start of school; should you have any problems or questions concerning cafeteria payments, please email: [cafeteria-online@asparis.fr](mailto:cafeteria-online@asparis.fr)



## Signing Up for the Lunch Program

- 1 On the ASP website, navigate to the Community Portal and then the Lower School page. Under the "Cafeteria" tab you will find the link for signing up for the lunch program. Please read the instructions carefully.
- 2 Once you have clicked through the **Sign Up Site**, enter your ID and password (if you did not receive it, please contact IT Manager, Michel Lami: [mlami@asparis.fr](mailto:mlami@asparis.fr)).
- 3 Select payment for the current trimester OR year payment and confirm your choice. If you are paying by check, please submit your payment at the beginning of each trimester.
- 4 Fill in the banking data and submit.
- 5 Ensure you validate the transaction.
- 6 Your transaction will be registered when this message appears: "**Your transaction has been recorded**".
- 7 Click on "**Back to shop**" to exit.
- 8 Individual meal tickets are also available for purchase at €8.40 per ticket.

## Cafeteria Prices 2016-2017

### Full Year Price

(includes a 5% discount)

#### Kindergarten

and Grade 1 1 308 €

Grades 2-5 1 270 €

OR price per trimester:

Trimester 1 | Aug. 25-Dec. 16

All Grades 585 €

Trimester 2 | Jan. 3-March 31

All Grades 556 €

Trimester 3 | April 18-June 20

#### Kindergarten

and Grade 1 236 €

Grades 2-5 195 €



## School Hours

### Monday–Friday

8:45 am–3:30 pm for all grade levels

### ID Cards | Students

Every year, a card is issued to students in Grades 3 - 12 as school ID, cafeteria, library and bus card. Lower School students in Kindergarten through Grade 2 who take the bus also have a card. Your child(ren)'s card(s) are in your Registration Packet but if not, please contact the Admissions Office for more information.

It is not compulsory for students to wear the card in school but it should be kept in their school bag for easy access to show when necessary (e.g. to access the bus, for Middle and Upper School students purchasing meals at the cafeteria). Broken cards should be brought to the Admissions Office and a replacement card will be provided free of charge. If a card is lost, there will be a charge of 10 euros for a new one.

### ID Cards | Parents

Each school year parents are issued new ID cards. If you have not already done so, please complete the request form (found on the parent portal of the ASP website [www.asparis.org](http://www.asparis.org)) and email it to [admissions@asparis.fr](mailto:admissions@asparis.fr) with digital passport photos in .jpg format as specified on the website.

Adults must show their ID card to security guards upon arrival and wear it at all times, ensuring that it is easily visible, while on campus.

# General School Information

## Vehicle ID

Vehicles entering campus must be registered with school security; ASP families can register their vehicle and obtain a vehicle sticker on the parent portal of the ASP website [www.asparis.org](http://www.asparis.org)

## Updating Your Contact Information

Please advise the Admissions Office by email of any change of contact information during the year, or you may update it directly on the Powerschool demographics page.

## Nurse

The school nurse's office is located in the Lower School. Head nurse, Catherine de Gueltzl, and the ASP nurses team can be reached at [nurse@asparis.fr](mailto:nurse@asparis.fr)

## Absences

To inform the school of your child's absence, please contact the following:

### Lower School

Mary Guény | [mgueny@asparis.fr](mailto:mgueny@asparis.fr)

### Middle School

Patricia Connor | [pconnor@asparis.fr](mailto:pconnor@asparis.fr)

### Upper School

Craig Vezina | [usoffice@asparis.fr](mailto:usoffice@asparis.fr)

## Lost and Found Process

Clearly marked Lost and Found bins have been placed in the following locations:

### Upper School

### Middle School

### Lower School

Two other bins have been placed in the girls and boys shower changing rooms in the Reception **Building 7** and one bin has been placed in the **Field House Gym**. Students and parents are encouraged to search the bins as soon as they believe an item is lost. Lost and Found bins will be cleaned out at the end of each month and clothing items will periodically be placed on tables at reception for students and parents to view. All unclaimed items will be stored and displayed again. At the end of the school year, unclaimed clothing items will be donated to charity. Other valuable items (watches, phones, mobile devices) will be kept within division offices, for future claim. To further improve the quality of our Lost and Found process, please ensure that your children's personal items are always labeled with their name and that you look through the bins as soon as you notice the loss of the item.

## Campus Access

Please refer to the Campus Map on page 9.



### Garches Gate Parents and Visitors

#### Entry and Exit

Private vehicles enter and exit at the gate closest to the town of Garches, where there is also a dedicated gate for pedestrian use.

#### Student Drop-Off

Signage indicates for parents the student drop-off zone along the side of Reception Building 7. In the busy morning period, parents are requested to remain in their car when dropping off and proceed to the exit once the child(ren) has stepped out of the car.

#### Parking

Garches gate parking spaces are for parents and visitors.

### Middle Gate Construction Traffic Only

Middle gate is an exclusive building site entrance and exit.



### Paris Gate Buses, Faculty and Staff

Buses, faculty and staff enter and exit through Paris gate. Note that there is no parent drop off or parking at Paris gate.

#### In order to facilitate a smooth traffic flow:

- Ensure your ASP car registration sticker is visible and that your school identification badge is ready to be presented to the guards.
- If you are arranging for visitors to come to campus, please schedule your visits after 9:15am and before 3:00pm whenever possible.
- Please consider carpooling or using public transportation for practical and eco-friendly reasons.
- Park outside campus when necessary.

For the safety and security of our community, thank you for adhering to the above access procedures.

# 2016-2017 School Calendar

## The ASP School Year

Here is the calendar for the 2016-17 school year, featuring some of the key dates already established for the beginning of the year. For updates and further information, please consult the school newsletters and website.

August 2016						
SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

- 23 | Orientation Day
- 24 | MS EAL placement tests
- 25 | First day of school
- 26 | PFA Welcome Meeting
- 29 | Varsity and JV Fall sports try-outs begin
- 30 | Living Skills Seminar | *session 1 of 3*

September 2016						
SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

- 2 | Living Skills Seminar | *session 2 of 3*
- 2 | ASP Community Connection Fair
- 2 | US Activities Day
- 3 | Welcome Back BBQ
- 5-9 | Grade 6 Outward Bound trip
- 6 | Living Skills Seminar | *session 3 of 3*
- 13 | Cube Final Exhibit
- 16-17 | First home sports weekend
- 16-23 | MS Grades 7 and 8 Outward Bound trip
- 22 | LS Open House
- 23 | LS Student portraits
- 29 | US Open House

October 2016						
SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

- 4-5 | Grade 9 to 11 student portraits
- 5 | MS Open House
- 7 | MS student portraits
- 12 | Senior student portraits
- 21 | Professional Development (no classes for students)
- 24 Oct-4 Nov | Autumn Break

November 2016						
SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

- 1 | All Saints Day
- 11 | Armistice Day
- 15 | Varsity and JV Winter sports try-outs begin
- 26, 28, 29 | MS Musical Production Team Performances
- 29 | Student photos retakes

December 2016						
SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

- 6,8 | Winter Concert
- 10 | Winter Fest
- 19 Dec.-2 Jan. | Winter Break

January 2017						
SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

- 21 | Bonne Année Cocktail

February 2017						
SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28				

- 13-17 | February Break

Dates are subject to change. Please refer to the ASP website and school newsletters for up-to-date information.

# Certificate of Enrollment

March 2017						
SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

- 2-4 | US Theatre Production Team Performances  
 14 | Varsity and JV Winter sports try-outs begin

April 2017						
SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

- 3-14 | Spring Break  
 17 | Easter Monday  
 25 | Faculty and Staff Appreciation Lunch

May 2017						
SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

- 1 | Labor Day  
 8 | Victory Day  
 25 | Ascension

June 2017						
SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
				1	2	3
4	5*	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

- 3 | International Day  
 5 | Whit Monday (classes in session)\*  
 6 | Volunteer Appreciation Event  
 17 | Graduation  
 20 | Last day of school

## CERTIFICAT DE SCOLARITE

Je soussignée, Mme Brenda Heussaff, Responsable des Inscriptions de l'American School of Paris, certifie que l'élève:

**«Nom» «Prénom», né(e) le «Date\_de\_naissance» de «Rue», «Complément\_rue»«Code\_postal» «Commune»**

est inscrit(e) à l'American School of Paris en **niveau** (grade «Classe») pour l'année scolaire 2010-2011. Il/elle a suivi régulièrement les cours dans notre établissement depuis «Date\_d'entrée».

En foi de quoi je délivre le présent certificat pour servir et valoir ce que de droit.

Fait à Saint Cloud, le XDATEX

Mme Brenda Heussaff  
Directrice d'Admissions

## Certificat de scolarité

**Y**ou may be required to provide a *Certificat de scolarité* document (certificate of enrollment) for visa or social security applications.

Please contact the Admissions Office at [admissions@asparis.fr](mailto:admissions@asparis.fr) if you require this document.



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