

ASPECT

ASP News Magazine



AMERICAN SCHOOL
OF PARIS

founded 1946

Orientation Edition 2017-2018

Faculty



Wellness



Students



Parents



Community Outreach





Table of Contents

- | | |
|---|---|
| 3 A Word from the Head of School | 16 Extracurricular Activities |
| 4 Your First Year at ASP | 19 ASP Online |
| 5 New Family Orientation Program | 20 Notes from the Business Office Communication at ASP |
| 6 ASP Welcome Program | 21 General School Information Campus Access |
| 7 Campus Map | 22 Bus Information & FAQs |
| 8 Parent Faculty Association | 24 ASP Cafeterias |
| 12 Getting to Know You | 25 School Supplies |
| 13 Development and Alumni Relations at ASP | 26 2017-2018 School Calendar |
| 14 Athletics Program | 27 Certificate of Enrollment |
| | 28 Our Mission |



AMERICAN SCHOOL
OF PARIS
founded 1946

The ASPect
is a publication of the
American School of Paris.

Editors |

Emily Robin

Janet Rubinstein

Design | karen@shecklerwilson.com

Photography | Abscisse Image

| Caliwa | Nicole Kramer | DR

©2017 All rights reserved.

www.asparis.org



Cover | K.A. Sheckler-Wilson



A Word from the Head of School

Welcome to the American School of Paris!



Dear New ASP Parents,

Renowned for our mission of preparing young people for personal and academic excellence, ASP has been serving the international community in Paris for over 70 years. Each year brings new excitement, development and achievements, and we are so pleased to have you and your children joining us now.

Your children will quickly perceive what makes an ASP education so special. ASP teachers are highly skilled and forward-thinkers. They are also deeply caring and committed, transmitting their love of learning to students, and guiding them as they develop empowering life skills. Our curriculum emphasizes core subjects as well as new fluencies for technology, critical thinking, group work, problem solving and service learning. Learning results are excellent: ASP students consistently outperform world averages on standardized measures. Most importantly, they also become thinkers of uncompromising character, and citizens of the world.

We welcome you and your family onto a campus about to see completion of a landmark €36 million build project. This includes the construction of three buildings and the refurbishment of all existing facilities, a manifestation of our commitment to providing a world-class 21st century learning environment for our students.

From your first day on this new campus you will find yourself part of a unique international school community. ASP families hail from over fifty countries. In an atmosphere of compassion, respect, and inclusiveness, we celebrate our differences and learn from one another. This is a remarkable community, and I encourage you to become actively involved in school life through the Parent Faculty Association and other avenues for volunteerism.

ASP families hail from over fifty countries. In an atmosphere of compassion, respect, and inclusiveness, we celebrate our differences and learn from one another.

The connections made at ASP amongst students, parents, teachers and staff remain strong well after one's time here ends. We hear so often from alumni that they regard their years at ASP – whether it be one or several – as key lifetime experiences.

You will be hearing from many of our alumni at the Homecoming and Community Celebration near the end of this school year, at which we will be highlighting our school's history and celebrating its future. How glad we are that you and your children will be part of shaping that future.

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 2017-2018

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 complementary 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

Officers

Yvonne Lalonde, President
Jude Smith, Vice President
Michael Julian, Treasurer
Ilse Willems, Secretary

Trustees

Peter Barnet
Osama Bishai
Alexandre Bosoni
Lois Fink
Yvonne Lalonde
Elena MacNaughton
Pierre-Yves Morlat
Suzanne Obenshain
Meredith Kelly Oke
Andrew Plump
Christopher Snipes

Your First Year *at ASP*

From start to finish, a year to remember
From Orientation



Our special Orientation Team – dressed in red T-shirts – will be on hand to answer all of your questions and help you throughout Orientation Day and onwards. They want to support your family so that you have a strong start at ASP and within the Paris region. The Parent Faculty Association has many resources available for new ASP families; questions are always welcome.

... to Homecoming and Community Celebration



The year will finish up with a very special event, the Homecoming and Community Celebration featuring fun events for the entire family. Details will be announced in upcoming school publications.

We look forward to seeing your family at this event which will take place on June 15 to 18, just before the last day of school.



Tuesday, August 29, 2017

8:00 am Arrival and Check-In

Families arrive, collect registration packets in **B7 gym**, proceed to PAC

8:45 am Welcome Remarks in PAC (*all new families + buddies*)

Mark Ulfers welcomes all new families and describes aims for Orientation Day
Introduction of Academic Directors and segue into divisional programs

9:15 am Students to Next Step

LOWER SCHOOL Parents accompany students to their classrooms

MIDDLE SCHOOL Students meet buddies

faculty will accompany students and buddies to their next activity

UPPER SCHOOL New students meet current students

and depart for their morning activity

9:30 am Parent Meetings

LOWER SCHOOL parents meet with LS Director, Daniel Kerr

MIDDLE SCHOOL parents meet with MS Director, Jeff Lippman

UPPER SCHOOL parents meet with US Director, Aaron Hubbard

10:30 am ASP Information Collection

Families return to **B7 gym** for more information about ASP email, bus routes, PFA, cafeteria cards, etc. and to complete any outstanding materials

Placement testing by appointment for any Lower and Middle School families unable to attend Monday's testing sessions. Lower School will conduct French and EAL placement testing.

11:30 am Orientation concludes

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 you find your 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

Session 1 | Friday, September 12

Dining Out, Security, and Transportation

9 am-12:30 pm in the PAC

Followed by Community Connections Fair

The opening Living Skills session will feature:

- A welcome from our Head of School
- A presentation by the school nurse concerning the school's medical policy
- A discussion with an expert on Paris restaurants
- A presentation by a member of the ASP security team
- Tips from a parent on getting around Paris using public transportation and private vehicles

Community Connections Fair

12:30 pm-2:30 pm

Including a light buffet lunch

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.



Session 2 | Friday September 15

Healthcare and Food in France

9 am-12:30 pm in the PAC

Including a light *dégustation* lunch

The second Living Skills session will feature:

- A presentation by a doctor who will explain the French system and approach to healthcare, how to find English-speaking doctors, handle a medical emergency, and more.
- A talk by a culinary expert who will share helpful tips on what to look for when shopping at the local market, and an overview of the French equivalents of your favorite foods.

Back-to-School BBQ

Saturday, September 16
ASP Campus 11:30am-2:30pm



The second annual Back-to-School BBQ is an all-community event sponsored by ASP and the PFA. It will be a day 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 | Tuesday, September 19

Navigating ASP and Paris Fashion & Shopping

9am-12:30pm in the PAC

Followed by Parent Ambassador Luncheon

The third Living Skills session will feature:

- "Navigating ASP", an introduction by the school administration to specific school programs and systems including: IT guidance, communication vehicles, library resources, the athletics program, and the Excellence Fund. PFA leaders will discuss this parent organization and its volunteer opportunities.

- An expert who will offer Paris addresses and shopping tips to help you find a wide variety of items.

Special Luncheon

12:30-2:30 pm in the PAC

The session will close with a special lunch for all participants.

You'll be able to become better acquainted with new friends, meet parents from your own neighborhood, and mingle with Living Skills speakers and PFA executive members.

Reconnect with Parent Ambassadors – the friendly, helpful parents with whom you may have been in contact in the months before you arrived at ASP.

Campus Map



AMERICAN SCHOOL
OF PARIS
founded 1946



Campus Map Key

- 1 Field House
- 2 Lower School Extension Program
- 3 Lower School (ground level) Middle School (upper level)
- 4 Administration (ground level) Middle School (upper level)
- 5 Arts Link* (ground & upper level) Middle School* (middle level)
- 6 Upper School
- 7 Reception Advancement Gym
- CT MS and US Cafeteria Terrace
- PAC PAC | Performing Arts Center
- 8 LS Cafeteria and Community Room

*Opening Fall 2017

Garches Gate
Parents and Visitors Only

Middle Gate
Construction Vehicles and Workers Only

Paris Gate
Buses, Faculty and Staff Only

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.



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 2017-18 school year. Joining ASP means joining a vibrant and dynamic community and the PFA is here for new families to feel welcomed and supported. If you have just moved to Paris, then your whole family is also adjusting to a new home. To support you in

this transition, we have a wonderful 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 communications link between the school and parents. Throughout the year, you will receive e-mail updates from your Grade Liaisons regarding activities, events, and volunteer opportunities.

Neighborhood Liaisons – parent volunteers for most locations in Paris and the surrounding suburbs who also coordinate neighborhood gatherings on a regular basis. They are a great resource to contact for information about your new neighborhood or a neighborhood that you may be considering.

International Liaisons – ASP is a multinational school, which means our parent volunteers from your home country are available to help you find traditional items that you may be missing, and are also a resource in your “mother tongue”.

We are holding our PFA Welcome Coffee on Thursday, August 31, an event designed for you to meet other parents and to learn more about how you can become involved at ASP. The start of school is always busy, but it is a great time to jump right in, make new friends, and quickly become part of the community.

For more information and other details, please visit the “Our Community” page on the ASP website, www.asparis.org/our-community/welcome-to-our-community, as well as the PFA page of the website’s Parent Portal www.asparis.org/community-portal

We look forward to meeting you at the PFA Welcome Coffee on August 31!

Kind Regards,

Lisa Young Hallenbeck

PFA President 2017-18 | pfapres@asparis.fr



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



❄️ Winter ❄️ Fest ❄️

Saturday, December 2

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*

**PFA
Welcome
Coffee**

*Thursday, August 31
8:45 - 10:30am*

Being an ASP parent earns you automatic membership in the PFA! Please join us to meet the 2017-18 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.

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 coordinate 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. Dates are indicated below.

Parents will have the opportunity to purchase the photo packets.

More information will be available in each division's newsletter.

Lower School

Monday, September 25

Middle School

Wednesday, September 27

Upper School

(Grades 9 to 11)

Thursday, October 5

Upper School

(Grade 12)

Wednesday, October 11

Retakes and New Students

Friday, January 19, 2018



International Festival

Saturday, June 16

A centerpiece of the 2018 Homecoming and Community Celebration weekend is a special on-campus international festival, a great opportunity to celebrate our vibrant, diverse family-oriented community.

Come and sample ethnic delicacies, participate in amazing games, enjoy international dance and musical performances, and take in the day.

Activities will also include:

- Dedication to the new ASP campus
- Guided campus tours
- Featured presentations
- Kid friendly activities
- Meet and greet with select ASP Faculty and Administration
- And many special surprises!

Senior Class Parents

Senior year is a memorable time for the soon-to-be graduates and their parents! The Senior Parents committee 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 of interest for each respective grade. School administrators and faculty offer informative presentations with opportunities for questions and discussions.



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.



We are a multinational school and our International Liaisons are here to help you in your mother tongue or to help source traditional or ethnic items you may be missing.

International Liaisons

Brazil/Portugal

Andrea Clemente | pfabrazil@asparis.fr

Canada

Nathalie Beaumont | pfacanada@asparis.fr

China

Anita Chen | pfachina@asparis.fr

France

TBD | pfafrance@asparis.fr

India

Aparna Sreedhar | pfaindia@asparis.fr

Italy

Rosella Gerardo | pfaitaly@asparis.fr

Mexico

Irma Torres | pfamexico@asparis.fr

Netherlands

Monique Coennen
Clara Warndorff | pfanetherlands@asparis.fr

Russia

Yulia Tikhonova | pfarussia@asparis.fr

SE Asia

TBD | pfasoutheastasia@asparis.fr

South Korea

TBD | pfasouthkorea@asparis.fr

United Kingdom

Tracey Patel | pfauk@asparis.fr

Arabic Language

Salma Alaoui | pfaarabic@asparis.fr

Spanish Language

Andrea Clemente | pfaspanish@asparis.fr

Italian Language

Lilly Nataf | pfaitalian@asparis.fr

Greece Representative

Andrea Ionides | pfagreece@asparis.fr

Lisa Young Hallenbeck President pfapres@asparis.fr	Jo Hutton Vice President pfavp@asparis.fr	Nathalie Beaumont Treasurer pftreas@asparis.fr	Priya Khote Secretary pfasec@asparis.fr	Salma Alaoui Ismail Parliamentarian pfaparl@asparis.fr	Lilly Nataf PFA Communications pfacomm@asparis.fr
---	--	---	--	---	--

Organization Heads

Winter Fest	pfahb@asparis.fr	Kristen Hoy
International Day	pfaid@asparis.fr	Beverley Delay and Barbara Bilodeau
Sports Boosters PFA Liaison	pfasb@asparis.fr	Cathy McLaury and Stacey Schonauer
School Portraits Coordinator	pfaportraits@asparis.fr	Bart Kienhuis
Senior Parents Committee	pfaseniors@asparis.fr	TBD
PFA Faculty Representatives	dmceachern@asparis.fr rschilidge@asparis.fr	Duncan McEachern and Ron Schildge
Excellence Fund Ambassador	pfaef@asparis.fr	Don and Ilene Kramer
Technology Support	pfaweb@asparis.fr	Irum Ausaf

Welcome Program Heads

Living Skills	pfalivingskill@asparis.fr	Diana Levaton
Communications Liaison	pfanewsletter@asparis.fr	Meredith Kelly Oke

Grade Level Liaisons

Lower School

Head Liaison	pfalshead@asparis.fr	Chantal Cole
Kindergarten 1	pfalsk1@asparis.fr	TBD
Kindergarten 2	pfalsk2@asparis.fr	Salma Alaoui Ismail
Grade 1	pfalsl1@asparis.fr	Kathy Drahos
Grade 2	pfalsl2@asparis.fr	Lauren Walker
Grade 3	pfalsl3@asparis.fr	Wendy McLean
Grade 4	pfalsl4@asparis.fr	Nadia Pantin
Grade 5	pfalsl5@asparis.fr	Kristyn Hoy

Middle School

Head Liaison	pfamslhead@asparis.fr	Bart Kienhuis
Grade 6	pfamsl6@asparis.fr	Elena Mac Naughton and Andrea Garcia
Grade 7	pfamsl7@asparis.fr	Melissa Brown and Eunice Chapon
Grade 8	pfamsl8@asparis.fr	Kristyn Hoy

Upper School

Head Liaison	pfauslhead@asparis.fr	Diana Levaton
Grade 9	pfausl9@asparis.fr	Ines Fernandez Xifra and Delphine Dupont Feu
Grade 10	pfausl10@asparis.fr	Elena Macnaughton and Theresa Foster
Grade 11	pfausl11@asparis.fr	Tracey Patel and Carleen Pieper
Grade 12	pfausl12@asparis.fr	Sabrina Reed and Laura Shepard

Neighborhood Liaisons

Garches	pfagarches@asparis.fr	Lilly Nataf
Saint-Cloud, Suresnes	pfasaintcloud@asparis.fr	Mhairi Pole
Vaucresson, Marnes La Coquette, Versailles, Ville d'Avray La Celle Saint-Cloud, Louveciennes, Rueil-Malmaison, Bougival	pfavaucresson@asparis.fr	Sarah Snyder
Department 78 Les Yvelines	pfastnom@asparis.fr	Beverley Delay
Paris Rive Droite (3, 4, 8, 9, 16 north and 17)	rivedroite@asparis.fr	Diana Levaton
Paris Rive Gauche (5, 6, 7, 13, 15 and 16 south)	rivegauche@asparis.fr	TBD
Paris Ouest (Boulogne-Billancourt, Neuilly-sur-Seine)	parisouest@asparis.fr	TBD

Getting *to Know You*



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

In 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. At 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.

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

Upper School | A special Upper School Activities Day will be held at the beginning of the school year. 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.

“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.



Development and Alumni Relations at ASP

Alumni Relations

At ASP, we are pleased to count all our former students, parents, and teachers as alumni. The Development and Alumni Relations office nourishes life-long connections with this extraordinary community. Living and working worldwide, ranging in age from 8 to 80+, ASP alumni make us proud every day. Now that you are a part of the global ASP community, you can connect with thousands of alumni through our social media groups and on our official alumni database: AlumniCONNECTION: <https://asp-alumni-community.org>



ASP LinkedIn Alumni Group
<http://bit.ly/ASPAlumLI>



ASP Facebook Alumni Group
<http://bit.ly/ASPAlumFB>



ASP Twitter Alumni Group
www.twitter.com/aspalumni

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

ASP Alumni Relations alumni@asparis.fr



Caroline Baugh, Associate Director of Development and Alumni Relations
cbaugh@asparis.fr



Chris Chater, Alumni Coordinator
cchater@asparis.fr



Emily Robin, Director of Advancement
erobin@asparis.fr



Campus Development

The recently opened Upper School and Lower School Cafeteria (above) buildings represent the first phase of the ambitious campus development plan which provides new places for 21st century teaching and learning at ASP. Phase two will be completed by the end of 2017 and will include the ArtsLink, a dedicated facility for the study and creation of artistic expression, and Nolop Tech Shop and STEAM Innovation Center in our Middle School. Please contact Emily Robin, Director of Advancement if you would like to learn about opportunities to support ASP through these campus development projects.



AMERICAN
SCHOOL
OF PARIS



founded 1946

the Excellence Fund

We are here to help build a community of both doers and donors to keep ASP moving forward. Philanthropy is key to making this happen. ASP has a unique mechanism with the Excellence Fund which helps bring to life great ideas from parents, teachers, and students to enhance teaching and learning. Recent projects have ranged from robots in the classroom, visiting lecturers, 3-D printers and interactive STEAM training.

While tuition covers everyday operations, the Excellence Fund provides a nimble way to go a step further and respond to extraordinary opportunities as soon as they arise.

We welcome the support from our community. Your gift of any size makes a difference and is appreciated. Gifts to the Excellence Fund are tax advantageous for French and American taxpayers. Thank you for your support!

To learn more about the Excellence Fund and read about last year's projects, visit www.asparis.org/giving or contact Caroline Baugh, Associate Director of Development and Alumni Relations.

June 15 -18

Save the date for the celebration of a lifetime. Parents, alumni, students, faculty, staff, and past families are invited to a weekend of special events and programs.

Together we will celebrate over 70 years of ASP history, dedicate our completely rebuilt and renovated campus, and gather to celebrate!



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. 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 10€ participation fee each season which covers medals, trophies and a pizza party at the end of each season. There is a one-time 50€ fee for a uniform (Rebels shirt, shorts, and socks).



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 different cities each year.

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 50 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 Thursday, August 31, Friday, September 1, and Monday, September 4.

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-Thursday for students signed up for the bus service.

Contact Information

Han Hoegen, Athletic Director
hhoegen@asparis.fr

Cathy McLaury, Athletic Assistant
cmclaury@asparis.fr

Rebecca Rankin, Athletic Coordinator
rrankin@asparis.fr

The 2017-2018 ISST Tournament Venues and Dates

Season	Sport	Abbreviation	City	Dates
FALL	Soccer (Boys)	BSB	Brussels	November 8-11
	Soccer (Girls)	BSP	Paris	November 8-11
	Volleyball (Boys)	ATH	Athens	November 8-11
	Volleyball (Girls)	STJ	Brussels	November 8-11
	Cross Country	ASP	Paris	November 9-10
WINTER	Swimming	BSN/ASH	The Hague	March 7-9
	Basketball (Boys)	COB	London	March 7-10
	Basketball (Girls)	ISH	The Hague	March 7-10
	Rugby	ASP	Paris	March 7-10
SPRING	Track & Field	MIS	Munich	May 23-25
	Golf	TAS	London	May 20-22
	Tennis	COB	London	May 23-26
	Baseball	HIL	London	May 23-26
	Softball	ASL	London	May 23-26



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.

P.E. teachers will expect students to be properly attired by Monday, September 15.

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)
- Coed 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 2

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!

Kiddie Sports (Pre K – Grade 1)
Tee Ball (Fall), Mini-Tennis (Spring)
Develop motor skills with mini-drills and fun games while sharpening English and French skills. as part of a team.

Little Tinkerers, Big Thinkers
(Grades 1-2)

Fun engineering games and tasks based on childrens' books. A great way to read, construct, and problem-solve! This program also helps teach compassion, perseverance, and empathy.



Grades 2-8

Many 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.

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

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 (Grades 6-8)
Develop rhythm and agility while working out—a fun way of exercise and expression, and all in French.

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.

AcroYoga (Grades 2-5) This fun yoga introduction focuses on zen and inner peace and many cool crafts complementing individual reflection and self-actualization.

Ninja Track (Grades 2-5) A fitness program with a variety of sports that combine simple ninja-moves and track and field.

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**, and **Band Ensemble**.

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 camps during the summer break.



Specially For Adults

Adult Wellness The Extension Program offers workshops and activities for ASP adult community members inspired by the Mind-Body Wellness program. The Parent-Faculty-Staff Book Group led by US Librarian Mario Chioini is part of this offer. Several of the classes are in French. Some of the classes that have been offered in the past include Yoga, French Cooking, Kickboxing, Meditation and Sculpture.



For information regarding the above programs, please contact: 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 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.

Humanities and Math Labs 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 the development and production of the MS section of the ASP yearbook by taking photographs and creating pages.



ASP Rebel Radio (Grades 6-11)

This new program asks students to create radio programming with podcasts in both English and French! No matter what your specialty or interest you can help us launch ASP Rebel Radio!



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 (Grades 2-12) Students learn the rules of the 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 exhibitions.

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.

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

Under the auspices of the Student Council:

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

Compassion Without Borders

Green Team

Habitat for Humanity

India Project

Kalahari Education Experience

Kenya Club

Kids Home in support of Kids Base Thailand

National Honor Society

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 visit the Parent Portal regularly, accessible at www.asparis.org 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 3-12)
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.

The Cafeteria

The **Cafeteria Card** recharge link can be found under **QUICKLINKS** on our website homepage and the Parent Portal. For information on signing up for the Lower School cafeteria hot meal program, please see page 24.

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.

Calendars

The Master School Calendar, detailing events, meetings, trips and programs by division and throughout the school, is accessed on the Parent Portal, as is the Performing Arts Calendar.

ASP Logo Wear

An attractive range of ASP logo wear 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 **Sawiris Family Library** (Grade 8-12), and **La Bibliothèque** (Early Childhood-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 our library system'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 ASP website.

Questions?

Online Accounts

IT Department
itsupport@asparis.fr

Other Technology Services

Technology Director
Larry Love
llove@asparis.fr

Online Research Resources

ASP Librarians
Sawiris Family Library
Mario Chioini (US)
mchioini@asparis.fr

La Bibliothèque

Greg Jacks (LS, MS)
gjacks@asparis.fr
Meg Seaver
mseaver@asparis.fr

Notes from the Business Office

Payment of Tuition Fees | These and other fees for the 2017/2018 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 parents' 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

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 print publication 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



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



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



General School Information

Campus Access

Please refer to the Campus Map on page 9.



Garches Gate

For 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

For Construction Traffic Only

Middle gate is an exclusive building site entrance and exit.



Paris Gate

For 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.
- Ours is a closed campus; should students need to leave during normal class times (even with their parents), a signed student leave permit must be obtained from the division office.

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

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

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. The ASP nurses team can be reached at nurse@asparis.fr

Absences

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

Lower School

The Lower School coordinator

Middle School

Patricia Connor | pconnor@asparis.fr

Upper School

Alyssa Pierce | 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.

School Hours

Monday–Friday

8:45 am–3:30 pm for all grade levels

Eight-Day Schedule

Class schedules rotate and will repeated every eight school days.

ID Cards | Students

A card is issued to students in Grades 3-12 which serves as the school ID, cafeteria, library and bus card. Younger students who take the bus will 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€ for a new one.

ID Cards | Parents

Each ASP parent is issued an ID card. If you have not already done so, please complete the request form (found on the parent portal of the ASP website www.asparis.org) and email it to 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.

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. 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 congested 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.

All Middle and Upper School students will 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
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

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
Office: 01 41 12 86 59
Mobile: 06 89 37 31 71

Bus Card Information

• Morning and afternoon bus number

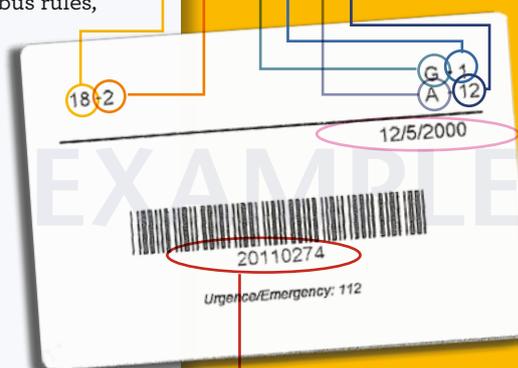
• Morning and afternoon bus stop number

• 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



• Birthdate of student

• Student number

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 may 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 sibling. 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 with 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. Repeat offenses will be cause for suspension or expulsion from the school bus.

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) 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.

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 2017-2018:

Lower School Lunch Program (K2-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.

Bon Appétit!

Patrick Ginestet

Cafeteria Manager

pginestet@asparis.fr

Note:
Children in the K1 and 3-year-old classes bring their lunch from home and eat in their classroom. Lower School students may also bring in snacks and beverages to have during afternoon breaks.



The Lower School Cafeteria and Community Room was dedicated in early 2017.

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 may recharge their children's cafeteria cards 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

Signing Up For the Lower School Lunch Program

- 1 On the ASP website, navigate to the Parent Portal and then to the Lower School page. Under the "Cafeteria Sign Ups" 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.
- 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 €8.80 per ticket.

Cafeteria Prices 2017-2018

Full Year Price

Payment of the full school year grants a 5% discount

Kindergarten 2 and Grade 1
1445 € - 5% 1 376 €

Grades 2-5
1 402 € - 5% 1 335 €

OR

Price Per Trimester

Trimester 1 • Aug. 30-Dec. 21
All Grades 615 €

Trimester 2 • Jan. 8-April 13
All Grades 584 €

Trimester 3 • April 30-June 19
Kindergarten 2 and Grade 1 248 €
Grades 2-5 205 €

OR

Daily

Lower School Lunch Coupon 8,80 €



Here is a list of commonly required school supplies, in English and *French*.

Middle School families should check the "Starting School" pages of the ASP website to see specific lists by grade level.

Upper School students should arrive with the basics on the first day of school (pens, pencils, erasers, highlighters, binders, and paper). Teachers will inform them of the supplies they will need for each course.

- Binder / *Classeur*
- Calculator / *Calculatrice*
- Clipboard / *Porte-Bloc*
- Compass / *Compas*
- Dictionary / *Dictionnaire*
- Dividers / *Intercalaire*
- Eraser / *Gomme*
- Folder / *Chemise*
- Glue Stick / *Bâton de Colle*
- Highlighter / *Surligneur*
- Index Cards / *Fiches*
- Notebook / *Cahier*
- Pencil Sharpener / *Taille-Crayon*
- Pencils / *Crayons*
- Pens / *Stylos*
- Plastic Sleeves / *Pochettes Plastiques*
- Protractor / *Rapporteur*
- Ruler / *Règle*
- Scissors / *Ciseaux*
- Spiral / *Spiral*
- Stapler / *Agrafeuse*
- Staples / *Agrafes*
- White-Out / *Tipp-Ex* (most commonly-used brand name)

Lower School

All Grades

- Backpack
- Water bottle

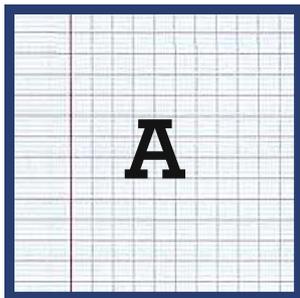
EC3, K1, K2

- 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

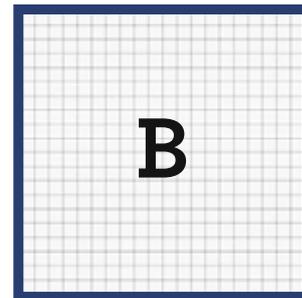
- Navy blue shorts
- Athletic shoes
- White t-shirt

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 15.



A | Paper format *grands carreaux*

Examples of French paper formats



B | Paper format *petits carreaux*
(graph paper)

2017-2018 School Calendar

The ASP School Year

Here is the calendar for the 2017-18 school year, featuring some of the key dates already established for the beginning of the year.

August 2017						
SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

- 29 | New Family Orientation Day
- 30 | First day of school
- 31 | PFA Welcome Coffee and meeting
- 31 | Varsity and JV Fall sports try-outs begin

September 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

- 7 | First Coffee and Conversation with Mark
- 8 | US Activity Day
- 8-15 | MS Outward Bound (Grades 7-8)
- 11-15 | MS Outward Bound (Grade 6)
- 12 | Living Skills Seminar: *Session 1* + Community Connections Fair
- 12 | First Parent-Faculty-Staff Book Group
- 12 | First PFA General Meeting
- 15 | Living Skills Seminar: *Session 2*
- 16 | Back-to-School BBQ
- 19 | Living Skills Seminar: *Session 3* + Lunch
- 21 | LS Open House
- 25 | LS Student Portraits
- 26 | MS Open House
- 27 | MS Student Portraits
- 28 | US Open House

October 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				

- 5 | US Student Portraits (Grades 9-11)
- 11 | US Student Portraits (Grade 12)
- 16 | LS Parent-Teacher Conference
- 21 | Trunk or Treat
- 26 October- 3 November | Autumn Break

November 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		

- 1 | All Saints Day
- 2-3 | *PD days for Teachers
- 11 | Armistice Day
- 14 | Varsity and JV Winter sports try-outs begin

December 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 | Winter Fest
- 13 | US Winter Concert
- 14 | MS Winter Concert
- 19 | LS Winter Concert
- 22 Dec.- 5 Jan. | Winter Break
- 25 | Christmas Day

January 2018						
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 | New Year's Day
- 18 | Winter Arrival Orientation and Living Skills
- 19 | Retakes and New Student Portraits
- 30 | US Staff Appreciation Luncheon

February 2018						
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			

- 26 February-March 2 | February Break

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

March 2018						
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

- 13 | Visiting Writer Reception
- 13 | Varsity and JV Spring sports try-outs begin
- 29 | 3D Concert

April 2018						
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 | Easter Monday
- 5 | 3D Concert
- 16-27 | Spring Break

May 2018						
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
- 3 | Teacher Appreciation Luncheon
- 8 | Victory Day
- 10 | Ascension Day
- 21 | *Pentecost Monday | No school for students and teachers

June 2018						
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

- 6-7 | Performing Arts Festival
- 15-18 | Homecoming and Community Celebration Weekend
- 16 | International Festival
- 17 | Upper School Graduation
- 19 | 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

You 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 if you require this document.

