

MYP & DP Parents' Handbook

2024 - 2025

Dear Parents/Guardians,

On behalf of the ISB team, we would like to warmly welcome you to the 2024 - 2025 edition of the International School Breda MYP & DP Parents' Handbook.

This handbook has been produced to provide parents and members of the ISB community with information about the day-to-day operations of the school. We hope you find its contents useful and informative.

All parents/guardians are asked to read this guide annually as it will be adapted each school year.

If you have any questions or queries, please don't hesitate to speak to a member of our team.



Ms Alison Stark

Deputy Head of School (Teaching and Learning)

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1. Foreword

1.1 Mission, Vision and Values

Our Mission

We aspire to facilitate the best possible education and experience for all our students to suit their identity. We care for and value each individual in our school and we respect who we all are. We foster curiosity, confidence and a love for life-long learning.

Our Vision

We guide our students to:

- be confident, self-reflective and comfortable taking risks
- prepare for further studies and continued learning
- build on their sense of equity and caring to connect with their communities
- become leaders and communicators of change, working towards a sustainable future

Values

At the ISB we aim to celebrate and stimulate the following core values:

- Collaboration: We work together and celebrate the success of others
- Creativity: We use our imagination and apply critical thinking skills to find solutions
- Open-mindedness: We learn from each other and welcome opinions that differ from our own
- Reflection: We are self-aware and understand the impact of our actions
- Respect: We treat each other and those around us with respect and we expect the same in return

1.2 History

Our school opened in August 2011. The Province of Noord-Brabant, the City Council of Breda and local businesses have supported us. The whole school is a product of collaboration between the governing bodies PCPO Midden Brabant (Primary) and Libréon, formerly SKVOB, (Secondary). In practice, this means that we were able to set up the ISB with excellent partner schools in the local area.

The ISB is located on the International Campus which comprises the ISB as well as the Mencia de Mendoza Lyceum. The ISB Secondary School collaborates with Mencia de Mendoza Lyceum and are able to share expertise.

More information about Libréon is available via:

Libréon e.o.
van Riebeecklaan 2
4818 EB Breda
Postbus 4669
4803 ER Breda

Tel.: (076) 514 14 05
info@libreon.nl
www.libreon.nl

2. School Structure

2.1 The School Board of Governors

The Board of Governors of the ISB consists of members of our two partners: PCPO and Libréon. The board meets regularly with our Head of School. Three times per year, the board meets with a Board of Overseers which consists of people from international companies as well as politicians.

Within PCPO, the ISB Primary department cooperates with Dr De Visser School, one of the oldest primary schools in the Breda area. Within Libréon, the ISB Secondary department cooperates with Mencia de Mendoza Lyceum.

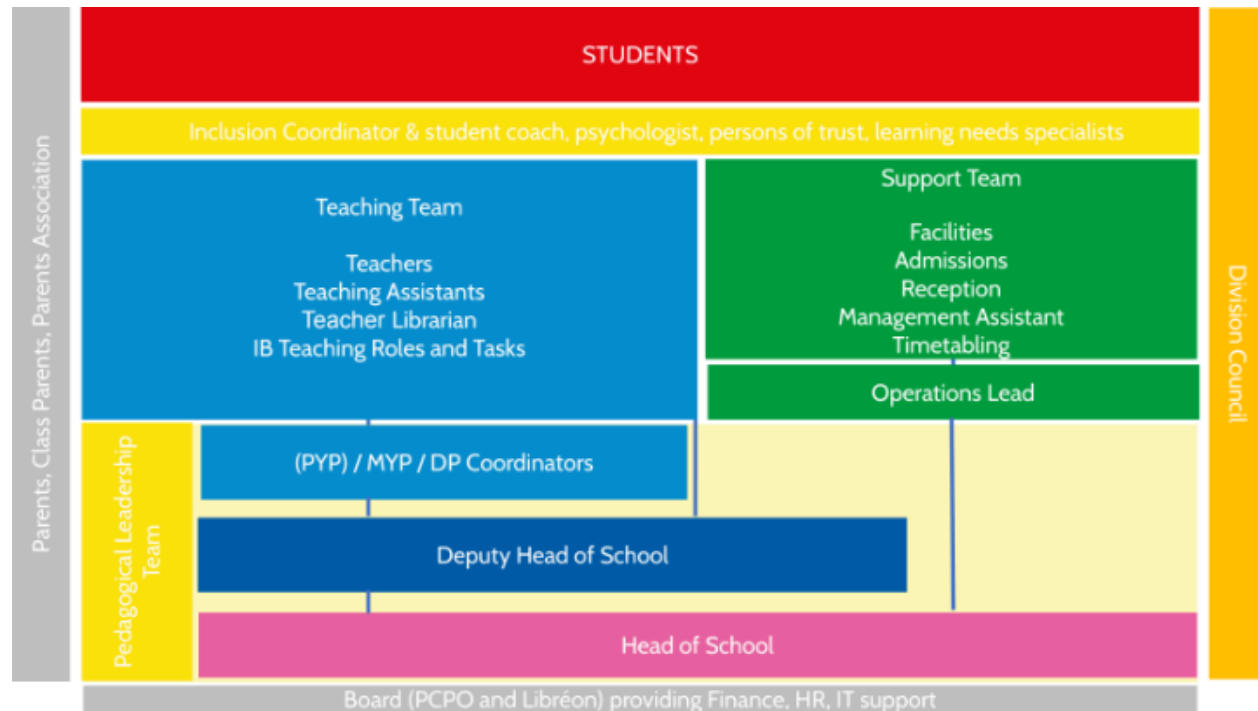
More Information can be found at:

PCPO	www.pcpomiddenbrabant.nl
Dr De Visser School	www.drdevisserschool.nl
Libréon	www.libreon.nl
Mencia de Mendoza Lyceum	www.mencia.nl

2.2 Leadership Team

Head of School	Ms Vibeke Asbjørnsen
Deputy Head of School	Ms Alison Stark

ISB Leadership Team and Division of Responsibility



2.3 The MYP & DP Team

Middle Years Programme Coordinator

Ms Andrea Strik

Diploma Programme Coordinator

Mr Rafael Perez Castilla

Subject Teachers

Biology

Ms Kasia Lasota, Ms MC van Zundert, Ms Marina Roux

Chemistry

Ms Lilian Buuron, Mr Emile Joosen, Ms Marina Roux

English Language & Literature

Ms Merrilee Schuurman, Ms Nadine Mitchell,

	Ms Indie Reijnierse
English Language Acquisition	Ms Indie Reijnierse, Ms Gizem Balan
Economics	Ms Marjola Torres Trinidad, Ms Teresa Schellekens, Mr Robert Caldwell
Theatre	Ms Nadine Mitchell
Dutch Language & Literature	Ms Natascha Verberne, Mr Jasper Bastiaansen, Ms Jeffery-Schalkwijk
Dutch Language Acquisition	Ms Suzanne Jansen, Mr Jasper Bastiaansen
Environmental Systems & Societies	Dr Mark Sherlock
French Language Acquisition	Ms Géraldine Dewez, Ms Louise Foulhier
Individuals & Societies	Mr Philippe de Clercq, Ms Meghan Jefferey-Schalkwijk
Integrated Sciences	Ms MC van Zundert, Ms Marina Roux
Mathematics	Ms Nicoline Bos, Dr Buket Eren, Ms Jessica Wolst, Mr Jordan Clifford
Music	Ms Andrea Strik
Physical & Health Education	Mr Mathijs van Schendel, Ms Marilène van Overveld
Physics	Mr Emile Joosen, Ms Marina Roux
Spanish Language Acquisition	Mr Rafael Perez Castilla, Ms Teresa Schellekens
Design	Ms Louise Foulhier
Theory of Knowledge	Mr Jasper Bastiaansen, Mr Philippe de Clercq
Visual Arts	Ms Donique van Schaik

Teachers with additional responsibilities

Personal Project (PP) Coordinator	Ms Merrilee Schuurman
Extended Essay (EE) Coordinator	Ms Gizem Türkan Balan
Service & Action (SA) Coordinator	Dr Buket Eren
Creativity, Activity, Service (CAS) Coordinator	Dr Buket Eren
Careers Counsellor	Ms Merrilee Schuurman
Pamoja (Online Course) Coordinator	Ms Lilian Buuron
School-supported self-taught Coordinator	Ms Natascha Verberne
Person of Trust	Ms Teresa Schellekens
ATL Coordinator	Ms Natascha Verberne
Eco Schools Coordinator	Ms MC van Zundert

2.4 Whole School Team

Inclusion Coordinator	Ms Ellen Drenth
Operations Lead	Ms Jacqueline Benthem
Admissions Manager	Ms Claire Cant
Management Assistant	Ms Linda Bole
Teacher Librarian	Ms Marlies van de Wal
Timetabler	Ms Ginette van de Laar
Reception	Ms Gemma Gilbert Ms Debbie Oberholzer
Facilities Officer/Head of ERT	Mr Wil Pelders
Caretaker	Ms Hara Goni

3. Educational Programmes

3.1 The Middle Years Programme

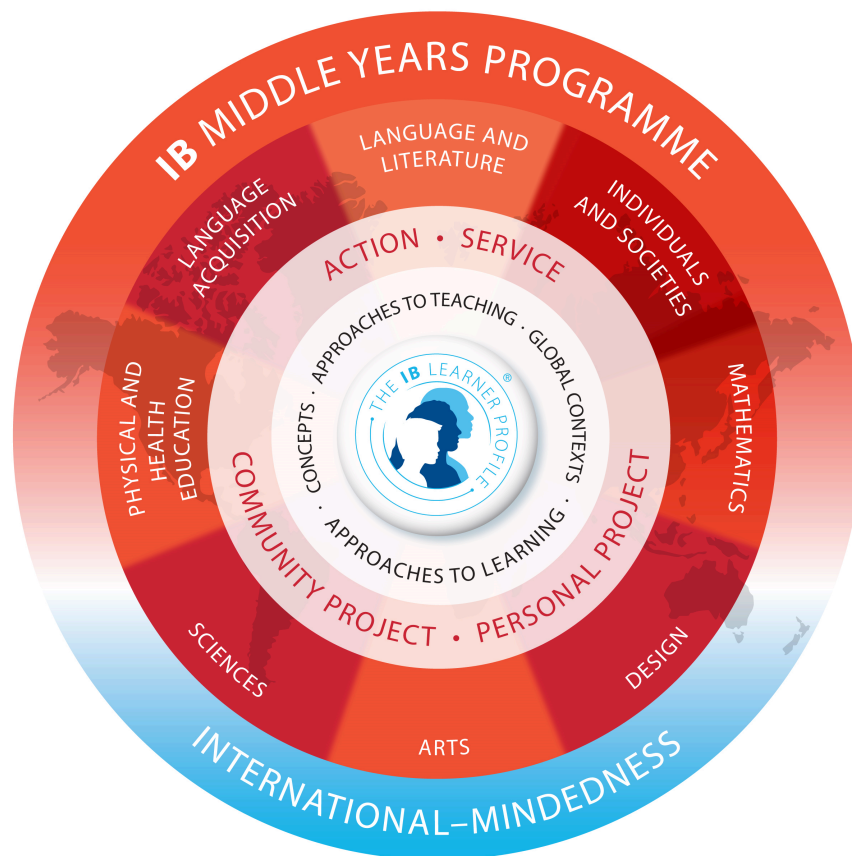
The first five years of the ISB Secondary School, for students who are aged 11-16 years, are based on the Middle Years Programme (MYP) of the International Baccalaureate Organisation (IBO). The MYP is a complete and coherent programme that provides a framework of academic challenge and life skills appropriate to this stage of adolescence.

The MYP is based on three fundamental concepts:

- **Holistic learning:** The MYP offers an approach to teaching and learning that embraces yet transcends the focus on traditional subjects. While insisting on thorough study of various disciplines, the MYP accentuates the interrelatedness of them, so advancing a holistic view of learning.
- **Intercultural awareness:** The MYP aims to foster understanding among young people. By encouraging students to consider multiple perspectives, we aim to foster tolerance and respect, which leads to empathy.
- **Communication:** The MYP supports inquiry and understanding, and allows student reflection and expression. The ISB offers a strong languages programme as a means of teaching the students an appreciation for different cultures as well as other ways of thinking and expression.

The MYP curriculum model

The student's academic and social development are the focus of the MYP. The IB Learner Profile gives the octagonal curriculum model its distinctive core. It describes the kind of student who is engaged in establishing a personal set of values. IB learners strive to become inquirers, knowledgeable, thinkers, communicators, principled, open-minded, caring, risk-takers, balanced and reflective. The MYP prescribes key and related concepts, the former providing breadth to the programme and the latter providing depth.



The six Global Contexts are the contexts through which the curriculum content interacts with the real world. Using these global contexts in planning and teaching helps students by providing relevance and meaning. The global contexts are:

Identities & Relationships

Who am I? Who are we?

Orientation in Space & Time

What is the meaning of “where” and “when”?

Personal & Cultural Expression

What is the nature and purpose of creative expression?

Scientific & Technical Innovation

How do we understand the world in which we live?

Globalization & Sustainability

How is everything connected?

Fairness & Development

What are the consequences of our shared humanity?

The 8 subject groups

All our MYP students study English and Dutch. Language and Literature (Language A) is for native speakers whilst Language Acquisition (Language B) is for second language learners. From MYP 2, students have the opportunity to add a Language Acquisition course from the choices of Spanish or French. The subjects offered in the MYP are:

Language & Literature	English Dutch
Language Acquisition	English Dutch French Spanish
Individuals & Societies	Individuals & Societies (MYP1-4) History (MYP5) Economics (MYP 5)
Sciences	Integrated Sciences (MYP 1-3) Chemistry (MYP 4-5) Biology (MYP 4-5) Physics (MYP 4-5)
Mathematics	Mathematics (MYP 1-3) Standard Mathematics (MYP 4-5) Extended Mathematics (MYP 4-5)
Arts	Theatre (MYP 1) Visual Arts Music
Physical & Health Education	Physical & Health Education
Design	Design (MYP 1-3)

The Personal Project

In their final year of MYP all students present a personal project, an independent piece of work that is the culmination of the student's sustained involvement with the six global contexts. It may be a documentary, an event or other forms of expression, with the topic

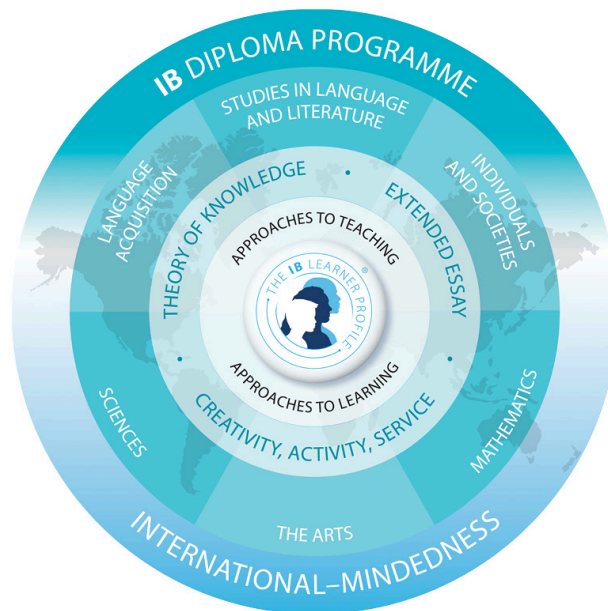
chosen in consultation with the personal project coordinator. Each student will have their own supervisor to support them through the process.

Our [assessment policy](#) explains the different assessment forms and grading in the MYP programme. If a student does not meet the deadline for submission, the student will immediately be approached by the subject teacher. The student will have to stay that same day till 5pm and the parents will be notified. At 5pm the work has to be submitted in a mail to the subject teacher, even if it is not completed.

3.2 The Diploma Programme (DP)

The IB Diploma Programme is a challenging, two-year international curriculum, with a global reputation for academic excellence. It builds upon the knowledge and skills developed in the MYP. Successful completion of the DP allows students to fulfill the requirements for university entrance through a programme recognised and respected by the world's leading universities. Please take particular notice of [Appendix 8.7](#) which relates to the promotion criteria from our Middle Years Programme to our Diploma Years. Whilst our Middle Years Programme is all-inclusive, open to all students, our Diploma Programme is not and the promotion criteria will apply.

The IB Diploma Programme Curriculum Model



To be eligible for the Diploma, each student must follow six subjects with one subject from each group in the curriculum model. Should a student not wish to follow a Group 6 subject (The Arts), he or she may choose to follow one extra subject from groups 1-4. All students must complete the Theory of Knowledge course, the Creativity, Activity, Service programme and write a 4,000 word Extended Essay.

Diploma Programme Subjects

The ISB offers the following subjects in each of the following groups:

Group 1: Studies in Language & Literature	English Language & Literature Dutch Language & Literature School Supported Self-Taught: Literature
Group 2: Language Acquisition	Dutch B French B Spanish B English B
Group 3: Individuals & Societies	Economics Environmental Systems & Societies History
Group 4: Sciences	Biology Chemistry Physics Environmental Systems & Societies
Group 5: Mathematics	Mathematics: Analysis and approaches Mathematics: Applications and interpretation
Group 6: The Arts	Visual Arts

Subjects can be followed at either Standard or Higher Level (with the exception of Environmental Systems and Societies, Mathematics: Applications and Interpretation, School Supported Self-Taught Literature A and Language B *ab initio* courses). At least three subjects

must be followed at Higher Level. A student may also follow a second Group 1 subject in place of a Group 2 subject, and by doing so would be eligible for a Bilingual Diploma. Alternatively if a student completes one of the subjects from Group 3 or Group 4 in a language that is not the same as the candidate's Group 1 language they would also be eligible for a Bilingual Diploma.

Should a student wish to follow Biology, Chemistry and Physics, a special application has to be made to the IB with proof that these subjects are essential for their intended study in higher education. It is very important that students take into consideration their desired area of study in tertiary education when making their subject selection prior to beginning the DP. The responsibility for verifying the entry requirements for tertiary institutions lies with the student and their parents/guardians.

Diploma Programme Requirements

In order for students to pass the DP, they must achieve at least 24 points out of a maximum score of 45 points. All of the group subjects adopt the IB grading scale from 1-7 as follows:

7	Excellent
6	Very good
5	Good
4	Satisfactory
3	Mediocre
2	Poor
1	Very Poor

A student can achieve a maximum of 42 points from their chosen subjects. Three additional core points can be gained through their combined performance in the Theory of Knowledge and the quality of their Extended Essay.

The IB Diploma will be awarded to a candidate provided all the following requirements have been met:

- CAS requirements have been met.
- The candidate's total points are 24 or more.
- There is no "N" awarded for theory of knowledge, the extended essay or for a

contributing subject.

- There is no grade E awarded for Theory of Knowledge and/or the Extended Essay.
- There is no grade 1 awarded in a subject/level.
- There are no more than two grade 2s awarded (HL or SL).
- There are no more than three grade 3s or below awarded (HL or SL).
- The candidate has gained 12 points or more on HL subjects (for candidates who register for four HL subjects, the three highest grades count).
- The candidate has gained 9 points or more on SL subjects (candidates who register for two SL subjects must gain at least 5 points at SL).
- The candidate has not received a penalty for academic misconduct from the Final Award Committee.

The Secondary School policies which support our educational programmes can be found in the appendix (8.3-8.8). All Diploma Programme parents/guardians should familiarise themselves with the general regulations of the Diploma Programme ([Appendix 8.10](#)).

4. Practical Information

4.1 Absences

Our [Attendance Policy](#) details full information.

Regular attendance is crucial for student success, and so absences should be minimal. If a student is ill or absent unexpectedly, parents/guardians must inform the school by phone (08:00-08:30), email (parents@isbreda.com), or through ManageBac. For illnesses longer than a day, notify the school each morning by 08:30.

If a student falls ill during the school day, they must report to a Secondary teaching team member and get permission to leave. They must sign out at Reception.

For medical appointments, parents/guardians must complete the [Planned Absence Appointment Form](#) at least 2 days in advance and return to the school Reception either by email or in person.

Extra leave requires approval and must be requested in advance using the [Planned Absence Special Leave Request Form](#). Only essential leave in line with Dutch Compulsory Education guidelines will be approved. Unauthorised absences are reported to the Compulsory Education Officer, who decides any further action, which includes prosecution.

It is important that all students are on time to school: being late disrupts both their own learning and that of others. Students who are late must go to Reception to get a late pass, which they need to show their teacher when they enter the classroom. If students are often late, there will be consequences, ranging from a detention to involving the Compulsory Education Officer.

4.2 Allergies and medication

During the admissions process, parents/guardians complete the Medical Information Form. This form contains all medical information related to the student. If any of the information changes, Reception should be informed as soon as possible. Also ensure that Reception is informed if any of the emergency contact details (including the alternative emergency

contact details) have changed.

Please be aware that a number of our students do have serious allergies and we therefore ask that food items brought into school to be shared with others include a list of ingredients, so we can ensure that students do not come into contact with ingredients to which they have allergies.

The ISB is a nut-free school.

4.3 Arrival and departure procedures

Students are welcome to arrive at school from 08:00 hrs and should have departed by 17:30 hrs.

Parking

Please park your car with due care and consideration to our neighbours and the local residents. Secondary students and parents should use the car park at the end of Mozartlaan, next to the football club (SAB). Mozartlaan is a one-way street and a 'kiss and ride' zone.

4.4 Class parents

The Class Parent is a Parent Association role and is the link between the mentor and parents of the students. The goal of the Class Parent is to develop a communication network amongst the parents. At the beginning of the school year, parents who are interested in fulfilling this role should contact the Parent Association who will be able to inform on the role, as defined in the Parent Association's "Class Parent Protocol". There is an introductory meeting at the start of each school year between the Class Parents and the Head of Secondary.

4.5 Course of Action during a Pandemic

ISB will take its lead from the Dutch government and implement its recommendations and guidelines accordingly. In the event that face-to-face education is suspended, the ISB will introduce an online learning programme for students from MYP1 to DP2.

4.6 Detention

We do not want to be a school that works with punitive measures. However, in the rare instances when a student has been given a detention, for example for missing a deadline, repeatedly late for mobile phone use, the parents will be informed and the student will receive a detention directly after their last lesson the following day.

4.7 Fire drills

Fire drills occur on a yearly basis. In the event of a fire, the school Emergency Response Team (ERT) will lead the evacuation of the building and direct the students and staff to the designated assembly point.

4.8 Laptops

All students should bring their own laptop to school every day. The minimum laptop requirements can be found [here](#). In the case of an emergency, we have a Chromebook that can be borrowed from the library for a maximum of one month.

4.9 Lockers

Students are responsible for their own belongings. Lockers are available to all secondary students and we encourage them to keep their belongings locked away. The school pass is used to open the lockers.

4.10 Lost property

If your son/daughter has lost something, please ask at Reception. At the end of each school year, all unclaimed property will be donated to local charities or discarded.

4.11 Lunchtime

Secondary students take their lunch between 13:00 hrs and 13:30 hrs. Afternoon lessons begin at 13:35 hrs.

Students may either bring a packed lunch with them or purchase a hot lunch, sandwiches or

other snacks in the canteen. Sandwiches and other snacks are also available from the canteen at Mencia de Mendoza. It is not permitted to have food delivered from off-campus.

4.12 Parent Association

Formed in March 2014, the ISB Parent Association (PA) is a non-profit fundraising, event-organizing and advisory body, consisting of volunteer parent members. Through its fundraising ability, the PA supports the ISB by providing facilities and equipment to advance the education of the students, adding variety to the learning process.

All PA members are parents of a child or children currently attending the ISB, from Primary or Secondary. The PA consists of a maximum of 15 members for the duration of the school year. For more details please contact the PA at parentcommittee@isbreda.com.

4.13 Recycling

The school promotes recycling of waste as much as possible. To this end, each classroom and office has separate bins for the disposal of paper and plastic.

4.14 Resources

Prior to the start of the new school year, parents are sent a link to the Secondary school [supply list](#). This can also be found on our website. Students are expected to have all of these resources with them on their first day of school.

4.15 School Calendar

The school calendar for 2024-2025 can be found [here](#). It shows the school holidays, staff development days and events which involve parents in the primary and secondary departments.

4.16 School Council

The Student Council is a student body consisting of one student per mentor group. The

Council gives the students responsibility and a voice to further improve the school. All school councillors are elected by their peers at the beginning of the school year.

The School Council meets regularly with the Deputy Head of School to share their ideas and concerns.

4.17 School pass

All students are issued with a school pass, which provides access to the building's internal and external doors, the lockers and the library facilities. The school pass should be brought to school everyday. Students are responsible for their school pass and must report to reception if they misplace it. If the card is lost, it will need to be replaced at the student's expense.

4.18 School security and access

Our school is protected with a 24-hour CCTV surveillance system. In order to keep all students and members of the school community safe, we request that all visitors to the school, including parents, sign the Visitors' Book at Reception. Several staff members are trained in emergency response and first aid in case of an emergency

4.19 Lesson schedule

The first lessons in the Secondary School begin at 08:30 hrs and finish according to the individual student's subject choices. Each lesson lasts 50 minutes. As we do not operate a continuous timetable, there are occasionally non-contact periods scheduled within the timetable. The lesson times are as follows:

08:30 - 09:20	Lesson 1
09:20 - 10:10	Lesson 2
10:10 - 11:00	Lesson 3
11:00 - 11:20	Morning Break
11:20 - 12:10	Lesson 4
12:10 - 13:00	Lesson 5
13:00 - 13:30	Lunch Break
13:35 - 14:25	Lesson 6
14:25 - 15:15	Lesson 7
15:15 - 16:05	Lesson 8
16:05 - 16:55	Lesson 9

We will follow a 40-minute timetable on the following dates: Tuesday 15 October, Thursday 9 January and Tuesday 25 March.

The lesson times are as follows:

08:30 - 09:10	Lesson 1
09:10 - 09:50	Lesson 2
09:50 - 10:30	Lesson 3
10:30 - 10:45	Morning Break
10:45 - 11:25	Lesson 4
11:25 - 12:05	Lesson 5
12:05 - 12:30	Lunch Break
12:30 - 13:10	Lesson 6
13:10 - 13:50	Lesson 7
13:50 - 14:30	Lesson 8
14:30 - 15:10	Lesson 9

Secondary student schedules are published on Zermelo during the first week of the school year. As the schedule is subject to change throughout the school year, students should check Zermelo on a daily basis. All students should be available to follow lessons Monday to Friday from 08:30 - 16:55 hrs.

4.20 Sports Kit

MYP students are required to wear the ISB sports kit during their PHE lessons, which should be purchased before the start of the school year. The ISB sports kit can be bought through our supplier BredaPrint, located at Aardenhoek 10, 4817 NE Breda (tel. 076 560 1965). It is possible to try on the kit for size before buying.

The cost of the PE kit is:

T-shirt € 20,00

Shorts € 12,50

Extra sets may also be purchased if required. Payment should be made by bank (debit) card or with the exact amount in cash.

Students may choose their own sports shoes, preferably designed specifically for indoor sports and should not have black soles. For outdoor sport, firm shoes are required with a

good tread, suitable for real or artificial grass.

4.21 Staff absence

It is possible that a teacher may be absent from school during the year due for example to illness or for professional development. During such times another teacher will supervise the (MYP1-4) class and they will follow the planning prepared by the subject teacher as far as is possible. All students are expected to complete work set in Managebac in the event of a staff absence.

4.22 Student wellbeing

The social and emotional counsellor is the main point of contact for teachers, parents and external organisations when concern arises regarding student wellbeing. We also have a person of trust available to provide confidential advice directly to students experiencing personal problems. If information is shared with either the social and emotional counsellor or the person of trust, which indicates that someone is at risk, then we are required to share that information to protect those involved.

4.23 Year group placement

On joining the ISB, it is school policy to place students according to age. Any decision to place a student in a different year group will only be made if it is in the student's interest. The decision will be taken in conjunction with the parents and the Head of Secondary. See our [Admissions Policy](#) for more information.

4.24 Division Council

The Division Council is a representative body elected from and by the different stakeholders within the school community (students, staff, parents) to review, give advice and consent to changes to school policy as well as to collaborate on the implementation of new policies and procedures.

The Division Council meets regularly with the head of the school who is required by law to consider and respond to the Division Council's suggestions before certain decisions are taken.

Stakeholders are informed when a vacancy on the Division Council occurs and are invited to put themselves forward for election to the vacant position.

The ISB Division Council was first elected in December 2020. Current members of the Division Council include:

Staff representatives:

Mr Jasper Bastiaansen
Mrs Suzanne Jansen
Ms Edana Warburton
Ms Karianne Scheltens

Parent representatives:

Mrs Elizabeth Perold
Mr Benoit Duval
Mrs Nikolett Obrecan

Student representative

Veerle Kusse

5. Communication

5.1 School website

The school website contains general, curriculum and event information about the ISB. It is updated regularly and provides current and prospective students and parents with school information. Parents can download the [holiday calendar](#) on our [website](#).

5.2 Parent Information evenings

At the beginning of every school year we organise PYP, MYP and DP information evenings. The evenings are in the form of a plenary session led by the respective Programme

Coordinator. After the plenary session, there is an opportunity to meet your child's mentor . During the course of the academic year, themed information evenings may also be offered.

5.2.1 Student-led conferences

Parents are invited into school to meet their child's teacher(s) three times a year. Two evenings take the form of a student-led conference and one evening to give parents the opportunity to speak with the mentor individually to discuss the academic and overall development of their child.

The Student-Led Conference gives students a chance to show and improve the skills and attitudes they need to become responsible lifelong learners. While preparing for and participating in the conference, students used ATL skills and IB Learner Profile traits, took responsibility for their learning, reflected on their progress, and set goals for future growth.

These conferences also help parents understand the IB philosophy, teaching and learning methods, and assessment practices, and show how their child can reflect on their own learning.

5.3 Reports

ISB Secondary reports twice a year in January and again at the end of the school year in June or July. In addition to these reports, interim reports are communicated to students and parents in October/November (DP2 only) and in March/April (all students). All reports are issued electronically and can be accessed on the student's profile page on ManageBac.

5.5 Parent Association events

The Parent Association (PA) organises a variety of events throughout the year that brings parents together. Information about these can be found online on the [PA's website](#) and in the PA's regular Newsletter. If you would like further information about such activities or would like to be involved in helping to organise one of these, please contact the PA by email at: parentcommittee@isbreda.com.

5.6 Visitors to the school

Visitors to the school must sign in and out at Reception. It is important that this procedure is followed in the event of fire or a fire drill and to ensure we know who is in the school at any given time.

5.7 School contact information

If you have any questions, please contact us by emailing the most appropriate contact person below:

Parents' Enquiries

parents@isbreda.com

Middle Years Programme Coordinator:
Ms Andi Strik

astrik@isbreda.com

Diploma Programme Coordinator: Mr Rafael
Perez

rperez@isbreda.com

The school address and telephone number is:

Mozartlaan 35, 4837 EH BREDA

+31 76 560 7870

6. Financial Information

6.1 School fees

The International School Breda is able to offer international education thanks to funding from the Dutch Ministry of Education and subsidies from the Province of Noord-Brabant. The tuition fees for 2024-2025 are:

MYP Student Fee

€8,023

DP Student Fee

€8,587

Fees are payable annually or in two instalments:

- First or full payment before 1 August 2024
- Second payment before 1 February 2025

Please note that late or non-payment of the tuition fees may result in legal action.

6.2 Additional Costs

In addition to the items listed on the [Secondary supply list](#), the cost of the following items needs to be met:

- A calculator. Students who do not yet have the required calculator will be issued with one at the beginning of the school year. Parents will be invoiced accordingly.

MYP1-MYP3 will need a [Texas Instruments TI-30XB multiview](#) calculator, costing €18.50

MYP4/DP1-DP2 will require [Texas Instruments TI-Nspire CXII handheld graphic calculator](#) (not the CAS version), costing € 125.15 (incl. charger).

- All literature and textbooks will be provided by the ISB, but a replacement charge will be levied should a book be lost or damaged.
- Optional residential school trips.
- Tuition and administrative fees for DP students who have chosen a subject to be followed on-line via [Pamoja Education](#).
- Private tuition fees to support students following the School-Supported Self-Taught Literature A course in the DP.

6.3 Admissions Fee

At the time of application to the school, an admissions fee of €400 per family is required. This admissions fee is non-refundable and is required before the admissions process can be completed.

7. Rules and Regulations

7.1 Student responsibilities

As IB learners, ISB students have responsibilities to themselves and the community. Students should:

- Respect all members of the ISB community. This includes fellow students, teaching and non-teaching staff and parents/guardians.
- Respect the International Campus and its surroundings.
- Strive to meet their personal and academic goals.

7.2 Staff responsibilities

ISB staff have responsibilities to themselves and the community. Staff should:

- Respect all members of the ISB community and its premises.
- Promote a positive and stimulating learning environment.
- Support students achieving their personal and academic goals.
- Continue to develop themselves professionally.

7.3 Student agreements

In addition to the responsibilities above, there are specific agreements which students should adhere to. In order to maintain a clean, safe and pleasant learning environment, students will:

- Treat everyone with respect.
- Eat and drink only in the canteen. Water may be drunk in classrooms.
- Tidy up after themselves, from their lockers to the classrooms to the canteen.
- Dress appropriately for school, showing consideration and respect for the different beliefs and cultures within the community.
- Store coats on the coat racks or in the locker.
- Move calmly and safely in and around the building.
- Not smoke anywhere on the International Campus, or in the surrounding roads.

- Not bring or use alcohol/drugs/weapons in or around the International Campus.
- Remain on site once their first lesson begins until the end of their last scheduled lesson. MYP 5 and DP students may leave the premises during break times and their non-contact time.

In order to ensure that everyone has the opportunity to learn in a positive and stimulating environment, students will:

- Be punctual and prepared for each lesson. Being prepared for a lesson means that homework tasks are completed and that the necessary equipment is brought to the lesson.
- Mobile phones and smartwatches are on flight mode, silent, and stored in the student lockers
- Use laptops for educational purposes only during school time. This means that video streaming services (Netflix etc.) and gaming during school time is not permitted.
- Use the library as a quiet study area during non-contact hours.

In order to ensure that the environmental impact of the school is minimised, students will:

- Use school resources carefully and not wastefully. For example, photocopying and printing should be on a needs basis.
- Use the recycling facilities correctly.

7.4 Consequences

Consequences of behaviour incidents and consistent lateness are handled via a system of escalation.

Behaviour

We follow a “three-strikes” method of escalation for behaviour incidents:

1. First Incident: Documented Warning - A member of staff issues a documented warning through Managebac and is responsible for informing the student about why they received a documented warning. The student’s mentor is made aware of the issue.
2. Second Incident: Detention - If a documented warning has already been made for an issue and an incident occurs again, the member of staff will issue detention. The staff

member will communicate to the student that detention has been assigned and the student's parents/guardians will be informed.

3. Third incident: Meeting - A further incident will result in a meeting being scheduled between the student, the student's mentor, and the programme coordinator. Parents/guardians may also be called in at this stage.

8. Appendix

The links in this appendix direct to digital policy documents. Click a link to open the policy document of your choice.

8.1	ISB MYP-DP Student Laptop Specifications
8.2	ISB Academic Integrity Policy
8.3	ISB Admissions Policy
8.4	ISB Assessment Policy
8.5	ISB Anti-bullying Protocol
8.6	ISB Attendance Policy
8.7	ISB Code of Conduct
8.8	ISB Inclusion Policy
8.9	ISB Internet and Social Media Policy (students)
8.10	ISB Language Policy
8.11	ISB Mobile Phone Policy
8.12	ISB MYP-DP Promotion Policy
8.13	ISB DP Retake Policy
8.14	ISB Technology Agreements
8.15	International Baccalaureate Diploma Programme: General Regulations