



ACS  
INTERNATIONAL  
SCHOOL  
COBHAM

## Welcome to Middle School - 2025-2026

### Welcome to the Middle School

Welcome to all new and returning families to the Middle School. We hope that you all enjoyed the summer vacation and are looking forward to a new school year.

### Summer Reading

Please see the link for a list of summer reading requirements for all grade levels.

[Middle School - Summer Reading - 2025-2026](#)

### New Parent/Student Orientation Friday 15 August

Middle School Orientation will take place on **Friday, August 15, from 1:00 p.m. to 3:00 p.m.** for students and parents who are new to ACS Cobham. If your child is new to Middle School but not to ACS Cobham, i.e., moving up from Lower School, there is no need to come. This is exclusively for students and families new to ACS Cobham.

On arrival, please follow the signs to the Theatre, where our Administration team will be waiting to meet you. There will be a short presentation for students and parents. After this, parents and students will separate to tour the campus. For the last hour, parents will have the opportunity to meet the PSO welcome team, receive support for any systems logins / bussing questions, information on Sports, Performing Arts and Clubs, Online Safety agreements, as well as pick up your parent lanyards and car stickers.

Students will have the opportunity to meet with their Grade Leaders and some of the teachers of their grade level. They will also begin to orient themselves to the campus and the processes of the Middle School, which will make their first days easier for them, so we very much encourage you to attend if you are able. We do understand

that some families will not be able to attend. **Please see the detailed orientation schedule [here](#).**

We understand that this schedule may be difficult if you have children in more than one Middle School grade level. We do feel it is important for students to meet their Grade Leaders and receive a grade-level-specific orientation. However, if you are unable to manage this, please let us know in advance and we will provide an arrangement for you on this day.

If you have any questions regarding the event, please do not hesitate to contact Virginia Immergluck in the Middle School office by email at [vimmergluck@acs-schools.com](mailto:vimmergluck@acs-schools.com) or by telephone 01932 869794.

### PowerSchool Forms

All families must complete the online PowerSchool Forms [before the school orientation](#), as they request key medical information about your child in addition to mandatory contact information, consents, and agreements. This is also where you will supply us with information that will enable us to print your car stickers and lanyards that you will be able to pick up at the orientation.

You will receive an email from ACS with your PowerSchool access information and instructions on where to find the Forms, along with information on whom to contact if you have any issues.

### Middle School Trips

Our year at ACS Cobham Middle School starts with Grades 6, 7 and 8 going on residential trips. These trips provide a wonderful opportunity for students and faculty to get to know each other while pursuing enjoyable and educational activities.

Grade 6: 2-5 September (Mendip Hills, Somerset)

Grade 7: 2-5 September (New Forest, Hampshire)

Grade 8: 2-5 September (Stratford-Upon-Avon)

Additional information about the trips will be sent out by each year level.

Parent Information Meetings for the trips will be held in the first week of school on Zoom.

Grade 6 - Tuesday 26 August (11:00 - 12:00)

Grade 7 - Wednesday 27 August (10:30 - 11:30)

Grade 8 - Thursday 28 August (11:00 - 12:00)

Grade 5 students will go to the Isle of Wight in late April/early May.

Grade 5 students will be participating in group bonding activities during the week of 2-5 September. These are day activities (not overnight) and more information will be shared by the Grade Leaders.

### Dates to Remember

- Monday 18 August - First day of school for all students commencing at 8:30am
- Tuesday 26 August (11:00 - 12:00) Grade 6 Residential Trip parent information session
- Wednesday 27 August (10:30 - 11:30) Grade 7 Residential Trip parent information session
- Thursday 28 August (11:00 - 12:00) Grade 8 Residential Trip parent information session
- Tuesday 2 - Friday 5 September - Grade 6, 7 and 8 residential trips
- Wednesday 10 September - Middle School Open House - 3pm - 6pm
- Thursday 16 and Friday 17 October - virtual Parent Teacher Conferences (no school for students) 8:30am - 3:30pm. Information on how to sign up will be sent to parents.

### Important Information For The First Days Of School

As we welcome you and your children to the Middle School for the start of the 2025-2026 School Year, I would like to highlight some key information. Please read below to find out more about morning drop-off, pick-up, daily schedule, supplies, snacks, homerooms, field trip meetings, Parent Coffees, Sports Tryouts and key dates. In addition, to be aware of all the upcoming dates, please take a moment to review the Middle School calendar.

#### **Morning Arrival on the First Day – Monday 18 August**

Drop off by bus – Students taking the bus will be dropped off outside Admissions.

Drop off by car – please pull up to the parking zone to your left, next to the Sports Fields.

All students will be met by Grade Leaders at the front of the Middle School building and shown to advisory.

### **What do students need for the first day?**

The first morning will be spent in Homeroom/Advisory groups and in a student assembly. In the afternoon, there will be some classes, but shorter time allocated for each.

If you have not yet had the chance to purchase the necessary supplies, please do not worry. A pen, pencil and notepad for the first day will be sufficient. We advise students to bring healthy snacks to school and to carry a bottle of water. As you can see there is a morning and afternoon break when students can go to their lockers and have snacks. Supplies/Supply packs continue to be on sale at various retailers in Cobham.

Schedules will be handed out in homerooms in the morning. However, if your child has not yet finalised their course choices or, in the case of new students, to take the placement tests, time slots have been assigned on Monday afternoon.

The first lesson of PE is an orientation, so if you do not have the full kit, please do not worry.

### **Middle School Schedule**

The Middle School schedule is published below. Students take each class 2/3 times per week. There will be a week A and B schedule.

Bell Schedule - Weeks A and B – Varied order for classes

Week A				
MON	TUES	WED	THU	FRI
8:30-8:55 Homeroom	8:30-8:55 Homeroom	8:30-8:55 Homeroom	8:30-8:55 Homeroom	8:30-8:55 Homeroom
Transition 9:00-10:10 (70 mins)	Transition 9:00-10:10 (70 mins)	Transition 8:45-9:50 (55 mins)	Transition 9:00-10:10 (70 mins)	Transition 9:00-10:10 (70 mins)
Class 1	Class 5	Class 1	Class 2	Class 6
Break 10:10-10:45	Break 10:10-10:45	Break 09:55-10:15	Break 10:10-10:45	Break 10:10-10:45
10:45-11:55 (70 mins)	10:45-11:55 (70 mins)	10:15-11:10 (55 mins)	10:45-11:55 (70 mins)	10:45-11:55 (70 mins)
Class 2	Class 6	Class 2	Class 3	Class 7
Lunch/Recess 12:00-13:00	Lunch/Recess 12:00-13:00	Transition 11:20-12:15 (55 mins)	Lunch/Recess 12:00-13:00	Lunch/Recess 12:00-13:00
13:00-14:10 (70 mins)	13:00-14:10 (70 mins)	Class 3	13:00-14:10 (70 mins)	13:00-14:10 (70 mins)
Class 3	Class 7	Lunch/Recess 12:20-13:25	Class 4	Class 8
Transition 14:20-15:30 (70 mins)	Transition 14:20-15:30 (70 mins)	13:35-14:30 (55 mins)	Transition 14:20-15:30 (70 mins)	Transition 14:20-15:30 (70 mins)
Class 4	Class 8	Class 4	Class 1	Class 5

Week B				
MON	TUES	WED	THU	FRI
8:30-8:55 Homeroom	8:30-8:55 Homeroom	8:30-8:55 Homeroom	8:30-8:55 Homeroom	8:30-8:55 Homeroom
Transition 9:00-10:10 (70 mins)	Transition 9:00-10:10 (70 mins)	Transition 8:45-9:50 (55 mins)	Transition 9:00-10:10 (70 mins)	Transition 9:00-10:10 (70 mins)
Class 3	Class 7	Class 5	Class 4	Class 8
Break 10:10-10:45	Break 10:10-10:45	Break 09:55-10:15	Break 10:10-10:45	Break 10:10-10:45
10:45-11:55 (70 mins)	10:45-11:55 (70 mins)	10:15-11:10 (55 mins)	10:45-11:55 (70 mins)	10:45-11:55 (70 mins)
Class 4	Class 8	Class 6	Class 1	Class 5
Lunch/Recess 12:00-13:00	Lunch/Recess 12:00-13:00	Transition 11:20-12:15 (55 mins)	Lunch/Recess 12:00-13:00	Lunch/Recess 12:00-13:00
13:00-14:10 (70 mins)	13:00-14:10 (70 mins)	Class 7	13:00-14:10 (70 mins)	13:00-14:10 (70 mins)
Class 1	Class 5	Lunch/Recess 12:20-13:25	Class 2	Class 6
Transition 14:20-15:30 (70 mins)	Transition 14:20-15:30 (70 mins)	13:35-14:30 (55 mins)	Transition 14:20-15:30 (70 mins)	Transition 14:20-15:30 (70 mins)
Class 2	Class 6	Class 8	Class 3	Class 7

## Dress Code

In Middle School, we believe in providing a dress code that reflects a professional working environment. We provide an opportunity for student choice and encourage students to make informed decisions about clothing options.

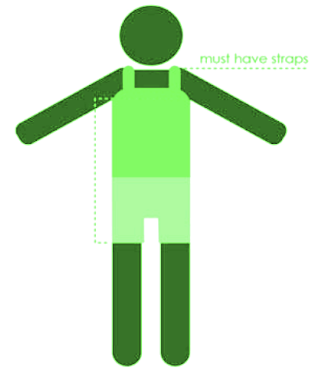
## DRESS CODE

### Specific guidelines

1. Clothing must cover areas as per the picture, front and back. As a reference point for appropriate length, we use the metacarpophalangeal joint (top knuckle) for shorts and the finger tip for skirts.
2. Headgear including hats, hoodies, and caps are not allowed inside the buildings unless permitted for religious, medical, or other reasons by school administration.
3. Clothing that carries offensive or suggestive images or messages contrary to ACS values, may result in the wearer being instructed to change. For example, ACS students should not wear clothing that promotes alcohol, drugs, tobacco, inappropriate language, promiscuity, violence or contains explicit imagery, or is otherwise offensive.
4. Students should not wear clothing that presents a hazard. For example, footwear such as flip flops, shoes without covering for the toes or straps. Students should ensure that clothing, footwear, and piercings are appropriate for the activities they may be participating in, especially during visual arts, science lessons, physical education and sport.
5. Students should ensure that undergarments are not visible (students must consider all activities they may be participating in) and should, therefore, dress accordingly. This includes having tops and bottoms at an appropriate length, and trousers or shorts that fit properly.

### Procedure

1. A student who is potentially out of dress code will be sent from homeroom to the MS office. If the student is within dress code they shall be issued with a dress code pass for that day confirming that they are within dress code.
2. Students who do not adhere to the dress code will be counselled by a member of the administration and will be asked to change and when possible might be loaned school alternative garments for the day.
3. Parents will be informed and be asked to come to school to bring appropriate items of clothing.



Additional information about the Dress Code can be found in the Middle School Handbook.

## PE Kits 2025-2026

Students are expected to wear their PE kit on the days they have PE. This kit can be bought online from our supplier: [Kukri Sportswear](#).

[Here](#) is a list of PE kit items needed for your reference.

## PowerSchool

Student assessments can be viewed online on PowerSchool. As we use a Standards Based Assessment and Reporting program students are able to identify their areas of strength and to focus upon areas for improvement through the use of varied assessments across all of the skill areas. Please note student work will be assessed and feedback given from day 1. Log-ins for new parents will be provided during the summer / first few days at school.

## Dismissal

School finishes every day at 3:30 pm (except Wednesday – early dismissal at 2:30 pm)

If your child is leaving by bus, they will leave their homeroom and go down the hill to take the bus. Please encourage them to note down their bus number.

Car pick-up is from the same place as morning drop-off alongside the field outside Boarding. For the first few days, teachers will escort students outside or send them with a buddy. Please do make sure that both you and your child know where to meet.

The before-school supervision begins at 7:45am. and continues until the start of the school day at 8:30am. All Middle School students who arrive on campus before 8:20am should report directly to the Old Gym Mezzanine or MS playground. Students are dismissed from these areas at 8:20 am. Homeroom begins at 8:30 am.

MS Classroom LG03 is a supervised area after school where students may wait until their ride home arrives or their lesson, tutoring, or sport begins. Students waiting to be picked up at 3:30pm should wait by field. If a student's ride is expected after 3:30pm the student should work in the MS Classroom LG03 (open daily until 5:30pm) until their ride arrives. When students stay after the school day for lessons, extra help sessions or sports that end before 5:30pm, parents should arrange to pick them up from school shortly after the activity ends or they can return to the Library.

Students who stay for after school activities that last until 5:30pm or later can use the daily late bus service that departs at 5:45pm from the parking lot in front of the gymnasium. Late buses are a free service provided to Middle/High School students.

## Absence

If your child will be absent from school, please contact Dawn Druitt in the Middle School Office from 8:00am on the first day of absence.

Telephone: 01932 869 703

Email: [cobMSoffice@acs-schools.com](mailto:cobMSoffice@acs-schools.com)

If we have not heard from you regarding an absence, Ms Druitt will telephone you to confirm why your child is not in school.

## Extracurricular Clubs & Activities

Self Defence, Archery, Fencing, Yoga, and Athletic Fitness are some of the opportunities offered. Teacher-lead Extracurricular Clubs & Activities (ECAs) will be added at the start of the next school year once schedules are finalised and aim to have the Google registration finalised and distributed by the second week of school.

Most are generally free but some require a fee that will be paid through Parent Pay.

For any queries with Parent Pay or any new parents without a Parent Pay account please contact Alexandra White Meek in Finance at [awhitemeek@acs-schools.com](mailto:awhitemeek@acs-schools.com).

Your child may only stay on campus if they are in the Library or any other school-sponsored activity. Middle School students cannot be on campus without adult supervision. If students are to be supervised by another parent, the Middle School Office must be informed of this arrangement in advance.

## Open House

Middle School Open House – Wednesday 10 September – 3:00 – 6:00 pm

Parents are invited to attend the Middle School Open House on Wednesday 10 September, beginning at 3:00pm. On this important evening, you will get a taste of what it is like to be a Middle School student. It is an opportunity for you to meet your student's teachers and learn about our programs.

## Middle School Handbook

The Middle School Handbook is available online for families. This resource describes specific expectations and information associated with the Middle School. Please refer to the handbook throughout the year. The information on our intranet is an excellent resource for you. In addition, there will be a weekly newsletter which will highlight key dates or events in the Middle School. Please remember that we are here to help and to answer any questions you may have. [Click here](#) to access the Middle School handbook.

## Communication during the School Year

Our School Intranet, Schoology, houses all the key information you need regarding the school day, divisional handbooks, after school activities and clubs, sports, head of school news, teacher class pages and more. We post a school newsletter every Friday which includes key updates and news using this system, so we encourage you to get



logged on as soon as possible once you receive the details from our IT team. These will be emailed out to you soon. This is the key mode of communication for you as we try to limit the number of emails we send to parents.

## Middle School Student Supply List 2025-2026

*All students will need the following supplies. All the items on this list are stocked by various retailers in Cobham. Teachers may request additional items once school starts.*

Click [here](#) to access the full supply list for all grade levels.

## Contact

Should you have any questions about the Middle School, start-of-the-year procedures or programs, please do not hesitate to contact the Middle School Office.

MS Principal

Darren Sheldrake

[dsheldrake@acs-schools.com](mailto:dsheldrake@acs-schools.com)

MS Assistant Principal

Ivo Lazic

[ilazic@acs-schools.com](mailto:ilazic@acs-schools.com)

Sincerely,

**Darren Sheldrake**

**Middle School Principal**