



New El Quds American School



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Parent - Student

Handbook

Academic Year 2016 – 2017



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A Word from the Director



Dear Students, Parents and Guardians:

It is an honor to welcome you to the 2016 – 2017 school year at New El Quds American School. I look forward to working with you and your family this year.

I trust that you will find this digital handbook to be a helpful tool. It is designed to be accessible anytime and anywhere in order to help you navigate the School system – Its people, support systems, expectations, and opportunities. The online handbook’s robust search function will allow you to quickly find the information you are looking for.

Please read through the information carefully, discover activities and programs that inspire you, familiarize yourself with policies, and do not hesitate to ask questions. Whether you are new or returning, I’m sure that you will find the QAS community to be welcoming, warm and more than willing to answer questions and concerns.

As a student at QAS you have the privilege of working and learning alongside amazing individuals. This international learning community is made of teachers, students, administrators and parents, all of whom will contribute to the development of skills you need to contribute positively in this bold Century.

As a school community, we look forward to supporting and encouraging your noble pursuits as students, parents and families.

Once again, on behalf of my staff, I welcome you to the 2016 - 2017 school year.

With warm regards,

Dr. Hayam Mesbah
School Principal

NEW ELQUDS INTERNATIONAL SCHOOL

School Purpose

New QAS goal is to provide its students with the ability and confidence to meet the 21st century challenges. Since learning is our primary focus, we believe in providing students with a variety of learning experiences that enhance their opportunity to analyze and apply information to further

their self- exploration and self-development. New QAS ensures its students a safe and comfortable environment that nurtures diversity to prepare them for a changing world. Our commitment to continuous improvement is essential to promote growth so students are able to compete academically. The QAS community aims at equipping its students with the necessary drive for high achievement and high expectations to guarantee success at college and subsequent careers. We believe that all stakeholders share the responsibility to advancing the school's vision.



School Values



New El Quds core values are the foundational principles for continually improving performance.

Equity in learning process

Learning is a life long Journey

Quest for excellence

Unification of soul and mind

Devotion to the virtues of patience and forgiveness.

Sense of loyalty.

Programs and Services

Guidance Counseling

The counseling office is dedicated to helping students in both academic and personal concerns. Students who encounter academic difficulty will meet with a counselor on a regular basis to correct the problem if possible. We have an open door policy and are anxious to assist each student in any way we can.

College Selection and Admission

The counseling office maintains a library of college and university bulletins and catalogs, applications, and financial aid forms. The books are available for student use in the career center and library only.

Juniors and seniors are encouraged to get an early start on selection of and application to colleges. The counselor will work with students to discuss and assist in career information

Standardized Tests

The counseling office schedules and administers several examinations during the school year. Test bulletins, practice booklets, and answers to questions about these tests are available in the counseling office.

The **Scholastic Assessment Test (SAT I)** is a college entrance examination offered through QAS five times each year. It measures a student's competence in English, Mathematics and Writing.

The **SAT II Achievement Tests** are college entrance examinations offered on the same dates as the SAT I. The Achievement Tests measure mastery of concepts in 13 subjects: U.S. History, Math IC and IIC, Biology, Chemistry, Physics.

The **MAP Test (Measure of Academic Progress)** are electronically administrated and scored. Achievement tests are designed to measure growth in student learning for individual students. The tests provide accurate and immediate scores to help teachers plan instructional programs.

Orientation

New students are scheduled for a conference with the counselor to discuss enrollment, select courses, and receive orientation to the school.

The counseling office is dedicated to helping students in both academic and personal concerns, We have an open door policy and are anxious to assist each student in any way we can.

School Health Services

A registered doctor and a nurse are available at school throughout the school day. Matters pertaining to student health should be directed to the school doctor.

The doctor gives immunizations required by the School Health Department with permission from the parents. Medicines are administered to students only with written permission from the parents.

Vaccinations

The clinic stays in touch with the Ministry of Public Health to keep abreast of any outbreak of infections. Details regarding current vaccination sent out to parents for their information and written consent. Records of previous vaccinations are kept on file with the school nurse.

Illness at School

When ill, students will be sent to the doctor's office, and the doctor will determine the nature and degree of illness and the course of action to be followed. The nurse will notify the School office if a student is to be sent home. When the doctor or the School office determines that a student is to be sent home for illness, parents will be asked by telephone to come to school to take the student home. The student will wait in the School office until notified by the gate personnel that his or her transportation has arrived.

Accidents and Injuries

Injuries that occur at school must be reported to the nurse. **STUDENTS MUST NOT ATTEMPT TO MOVE ANYONE WHO CANNOT MOVE HIM or HERSELF** but must get the doctor principal or a teacher to help. Students injured at school receive first aid from school doctor.

Students must obtain a pass from their regular teachers before reporting to the doctor; students must also report to the office before and after their doctor visit.

Library Services

Teachers and students are invited to use the school library on school days from 7:00 a.m. to 3:00 p.m., Sunday through Thursday.

The library may be used by individuals for research, study and book checkout. Teachers may arrange with the librarian to bring their classes to the library for research. Students are expected to quietly read or study and to help keep the library clean. No audible conversation, eating or drinking is permitted in the library.

Books may be checked out for 3 weeks and may be renewed if another student has not requested them. Students may check out as many as 4 books. Encyclopedias and other reference books will not be checked out but are available for use in the reference area of the library

Library Card

Each student will be issued a library card at the beginning of their enrollment at QAS. Students must present their library card to check out materials.

Overdue Books

It is the responsibility of the student to return books by the due date. Students with overdue books are not eligible to check out library materials or to receive report cards or progress reports.

Loss of Books and Other Materials

If a book or other library material is lost, the person to whom it is checked out must pay for its replacement. Progress reports and report cards may be withheld from students who have unpaid replacement charges.



Computer / Internet Use

The internet is a powerful educational tool. As QAS ,Egypt and the world become wired, the Internet will have more and more influence on education and the way we design curriculum. However, it is common knowledge that besides educational purposes, there are also sites containing material that violates commonly accepted standards of decency in Egypt. QAS has created a three step plan to actively prevent any student from accessing such sites.

1. **Supervision:** All teachers using the Internet with their students will have the responsibility to supervise that usage and explain to their students what is and is not acceptable.
2. **Notice:** Students using the Internet must not access material that violates commonly accepted standards of decency in Egypt. No improper language or images may be displayed or printed. Being involved in a situation in which these requirements are not followed will result in loss of Internet use at QAS and disciplinary action by the teacher and/or administration.
3. **Personal Responsibility:** Ultimately of course students are responsible for their actions. It is hoped that a combination of teacher and parental involvement will eliminate any potential problems. With guidance, we expect that our students will make the proper choices.

Grades and Credits

Evaluation of student progress

Evaluation of student progress by members of the school is a continuous process. Teachers in evaluating student achievement consider homework assignments and classroom participation, together with test, quiz, and project scores. Teachers observe performance in the classroom daily. When students miss classes, waste time during the class period, or are disruptive, learning opportunities are lost. Teachers must consider these things when assigning grades to document student progress.

Grade Reporting

Formal grades are reported to parents four times during the school year: at the mid-point of each quarter and at the completion of each quarter.

Mid-quarter grades provide information about a student's performance but are not recorded on permanent legal transcripts. Only final quarter grades are recorded on permanent legal transcripts. Students who receive a failing quarter grade will not receive credit for the course.

Quarter Examinations

At the end of each quarter several school days are designated for final examinations. The review period is generally two days before the quarter exams begin. Grades on final exams are used to compute final quarter reports and could raise or lower a final quarter grade depending on the Quality of performance on the final examination.

Exams

Exams or other student work may be given to or shared with the student following grading. They are also available for parents if they make an appropriate request or visit. Some exams or student work may be retained by the teacher at the discretion of the teacher.

Letter Grade	Percentage	Regular Course
A+	96-100	4.0
A	93 - 95	4.0
A-	89 - 92	3.7
B+	86 - 88	3.33
B	83 - 85	3.0
B-	79 - 82	2.7
C+	76 - 78	2.3
C	73 - 75	2.0
C-	69 - 72	1.7
D+	66 – 68	1.3
D	63 - 65	1.0
D-	60 – 62	0.7
F	59 and below	0

Enrollment in Arabic language courses is required for all students in grade 1 and of all native speakers of Arabic through grade 12.

Study of religion (Islam- Christianity) is required for all students during each quarter of enrollment.

Parents-Students-Teachers Communication



QAS keeps in touch with student's parents to inform them of their child's progress. This may be done in a number of ways:

1. Student Report

Written progress reports from teachers to parents may be sent at any time during the school year. Progress reports are used by teachers to inform parents of student performance and behavior.

Teachers may also wish to phone or email parents directly, especially when circumstances require discussion or clarification. Formal progress reports are distributed to parents four times during the school year at the mid-point of each grading period

2. Parent-Teacher Conference

Parent-Teacher Conference days are designated on the School Calendar. Their purpose is to give parents a clear insight into the child's total school experience, and to promote two-way communication between parents and the school.

All parents are welcome. All parents of students 1-12 are required to attend the Parent / Teacher Conference Days.

At any time during the year, a parent or teacher may request a conference. Appointments for conferences can be arranged individually through the office or by letter.

Parents have the right to discuss with the teacher their child's progress, including the grading policy and how the grade was determined.

3. Website

El Quds website contains a news section and upcoming events that inform the community about current meetings, programs, performances, or student events that are of interest to the community at large. General information is posted annually and updated as needed; parents can access the policy manual, graduation requirements, the School schedules, classroom supply lists, and the strategic plan. The website also provides a place for descriptions and pictures of past events.

Website <http://www.elquds-schools.com> .

4. Phone/SMS/E-mail

Teachers and administrators can be reached by telephone on school days between 8 a.m. and 3 p.m. Due to their teaching expectations, teachers may not be able to take a phone call during school hours, but a message can be left with the receptionist or the divisional secretaries. QAS uses e-mail communications to connect with both internal and external audiences, Parents can also e-mail all teachers through their accounts (school everywhere) .

5. Survey

Surveys will be used to assess certain people's opinion and to collect quantitative information.

Behavior and Expectations

English Language

The language of the school is English. Except for Arabic and Religion classes, English is the language of instruction. Only English should be spoken in the classroom as this will promote and improve fluency. Since English is the language common to all, it is simply common courtesy to speak in English when in a diverse group even outside the classroom.

School Standards

At the El Quds American School, reasonable standards of acceptable behavior are enforced. The intent of our school rules is to ensure common decency and courtesy and to protect the rights of each student in the pursuit of an education free from disruption or inconvenience. Students are reminded that they must adhere to the Code of Conduct, not only for their own benefit, but for the benefit of others as well. Students are responsible for their own actions and are held accountable for all rules and responsibilities within this handbook.

OAS Code of Dress

◆ Students are responsible for being in full school uniform every day (also during exams) If there is any question about proper dress, it's the student's responsibility to find the answer before they wear the clothing in question.

◆ Returning students must be in school uniform on their first day of school. New students have two school days to be in uniform.

◆ Only plain white shirts are allowed to be worn under the school uniform shirt, no colored shirts.

◆ The school sweater/jacket must be worn with a school uniform shirt under it.

◆ Shirts must be buttoned up.

◆ Students must wear our uniform as sold by the Uniform Store. They may not wear their own clothes of the same color and style. Uniform pants may be tailored to fit, but not for style.

◆ Students are required to wear the school's physical education clothes for their Physical Education classes.

◆ When representing the school at school events, students must dress in a respectful, conservative fashion.

◆ The school principal will decide if any type of dress is inappropriate. The uniform should fit as intended.

◆ Students who fail to adhere to the school's uniform policy will be asked to purchase the proper attire or they will not be allowed to enter the campus.

QAS Code of conduct

As a member of the community:

- ◆ I will treat others, regardless of position or background, with respect, honesty, and dignity
- ◆ I will ensure that my actions, attitude, and contribution are conducive to maintaining a positive learning environment for all.
- ◆ I will be responsible for my own learning and will ensure that my work reflects both my integrity and the best of my abilities.
- ◆ I will take proper care of my belongings and respect the property of others.
- ◆ I will accept my responsibilities to the QAS community by following the school's rules and regulations.

School Pictures

School pictures are taken yearly during the fall for the school yearbook. The photos are taken during school hours.

Attendance Policy

Attendance at school is critical to the academic achievement of any student. Either coming late to class or being absent disrupts academic progress of not just the individual student but that of the entire class.



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Academic Probation:

Please be aware after 8 absences in any term students will be placed on “Academic Probation”. If the student meets the following requirements, while on probation, he/she can maintain the grade and receive credit for the course at the end of the term

Requirements:

- Attendance must be excellent
- Punctuality must be excellent

Demonstrate commitment to the academic work

Demonstrate cooperation with the teacher

Please note that students will be allowed to make up work whenever possible but there are certain types of graded activities that require a student to be present in the classroom when they are happening and thus are impossible to **make up** if a student is absent. These types of activities include:

Debates, discussions, group work, rehearsals, etc. (this is not an exhaustive list). It is very important that students miss as few days as possible so that they do not miss classroom instruction and activities such as these that cannot be made up. Because colleges are particularly interested in a Student’s motivation, focus, and work habits, student’s attendance and tardy record for each year will be documented in their recommendation letter.

Late Work Policy

All teachers will have and post a late work policy which holds students accountable and encourages student responsibility. Please note that teachers may not accept major projects and papers with due dates known well in advance. Nor are they required to allow make up for tests with dates known well in advance.

Late Arrival to school / Class



Students are expected to be in class on time. If students are late to class, it causes disruption and interrupts the learning process. Many times, students will miss important information that is impossible to make-up for. Participation points cannot be made up. A student is considered late if he/she enters the room after the class has begun but within the first 5 minutes. Students arriving after 30 minutes are considered absent as per QAS Attendance Policy.

All students late to first period must receive an admit slip from the high school office. 4 late time in a class = Detention

Each additional tardy to that class will result in an additional detention.

Continued tardiness will result in office referrals with increasingly severe consequences.

If a student has been detained by another teacher or the administration, he/she will be issued a pass and will not be counted late.

Notes:

In addition to the above consequences, teachers may employ a number of different strategies to encourage punctuality in their classrooms.

The QAS administration will work with parents and students to improve punctuality.

Those abusing the system with persistent tardiness may be subject to further consequences.

Ultimately, the QAS school and administration will determine the necessary actions to take to ensure student success and timeliness.

Leaving Campus Early

Students needing to leave school during the day must obtain an "Off-Campus Pass" and sign out with the Office. To obtain an "Off-Campus Pass" the student must have parent/guardian permission either by a written note, phone call, or personal contact.

Whenever possible, the student should bring a note from home and obtain the dismissal form in the office before school starts. If an emergency occurs or the student becomes ill, he or she should report to the office and phone home for permission to leave. Failure to obtain a pass and to sign out when leaving the building may result in disciplinary action.

Cell Phones



Cell phones must not be used, seen or heard on campus or at off-campus events at any time between 7:00am and 3:30pm. If a cell phone is observed or heard by a school member, the following consequence will apply: The cell phone and SIM card will be confiscated and held in the office. It will be returned to the student after a detention has been served. The student's parents will be informed should a second offence occur.



Portable Music Players



It is best NOT to bring music playing devices to school, and if you do, you will do so at your own risk. Such devices may only be used in the morning before school, at break and after school. They are not allowed to be used in the passing time between classes and under no circumstances are these devices to be used in the classroom,

Lost and found

All lost items may be turned in or claimed at the main office. The office staff is in charge of the Lost & Found room. If you have a lost item, check the Lost and Found room and see the office staff to claim the item. Unclaimed items will be donated to a charity after the end of school year.

Transportation



The school provides transportation to and from the school every day .while on the bus; students are expected to obey the bus supervisor, the driver, and any school member. For safety, students are to remain seated at all times that the bus is in motion .all school rules apply while students are in the bus.

Student Activities

QAS Activities and Athletics

Clubs, Committees and Activities

QAS offers many Clubs, committees and activities from service projects to leadership opportunities and competitions. All students are encouraged to join and take active part in the club or activity of their choice and interest.

All clubs and committees are organized only with the approval of the Principal. Special after-school activities require parental permission. Circulars to parents regarding activities must be counter-signed by the Principal.

School Publications

Classes produce the yearbook, newsletter and other writings.

Field Trips

Field Trips are classified into:

Educational Field Trip

Social Field Trip

Overnight Field Trip

Field trips promote unity among students and add another dimension to the learning process. In general, teachers are encouraged to organize field trips as part of instruction and for enrichment.

Each Lower School class should have at least 1 field trip per quarter. Field trips for the Upper School will be determined by course needs and will vary from year to year.

Parental permission must be obtained in advance.

Parents must agree to sign a waiver of school responsibility for such trips.

Faculty sponsors should encourage all students to go on field trips. If there is fewer than 50% attendance, the trip should be cancelled as this would defeat the purpose of the field trip.

Arrangements must be made for any student not going on the trip. It is left to the discretion of the teacher whether a project should be assigned for students not attending the field trip.

Educational Field Trip

QAS organizes itinerary and programs of activities to ensure that the time is well spent and the objectives attained.

Social Field Trip

In general, each grade level may plan one social field trip per quarter. Social trips may be arranged only on holidays. Most procedures to be followed are the same as those for educational field trips.

Overnight Field Trip

Eligible Overnight Field Trips include, but are not limited to, the following:

- Fine arts performances
- Athletics competitions
- Planning Trips for Student Councils
- Retreats for Counseling Programs
- End of the Year Trip

Conduct on School Trips / Activities

Students are held responsible for their conduct while attending or participating in school sponsored activities beyond the regular school day. During this time, students are subject to all regulations of the school and will be governed accordingly.

Community Services

El Quds American School has many activities, which support community service, through related classes as well as special charity drives that may be initiated and organized by administrators, teachers, students, or parents. All intended projects must be pre-approved by the principal.

Counseling



QAS K-12 Counseling Mission Statement

QAS counselors are student advocates who work in partnership with students, staff and parents, fostering an inclusive and collaborative school environment central to the success of the school's overall mission. This program is continually evolving to best meet the needs of our students in a challenging and fast-changing world. Our mission is to maximize each student's potential through the implementation of a comprehensive program which fosters the competencies leading to lifelong success including personal, social growth, academic skills and career awareness.

The School Council

The Student Council at New El Quds American School encourages student participating in self-government and school activities and assists in the promotion and coordination of all student activities. To be eligible for election to and continuation in an office, a student must have a minimum grade average of B (a grade point average of 3.0) or better and no serious (level 2 or above) discipline issues, obtain 20 signatures from students in class and three signatures from teachers you have studied under within the past two years. Candidates will be approved by the faculty not only on the basis of their GPA but also on their attendance, being a positive role model for their peers both in and out of class, and showing a true sense of responsibility. If the faculty agrees, a student will then be approved as a candidate and invited to interview for the position.

Teaching Strategies: What is an Advocate?

All children need someone to look out for them, someone to help take them toward academic success. An advocate is a person who empowers his or her students. They give advice, encouragement, or a listening ear. It's an individual that lets a student know that they have someone who believes in them and who is there for them. Teachers, administrators, and school staff can be advocates for students while they are in school. They can work with students and build a repertoire and help guide them.

Fire / Evacuation Drills

In accordance with school regulations, students will be instructed and trained in evacuating school buildings so that in the event of emergency, they may do so in the shortest possible time without confusion or panic. Fire Drills are held periodically, at least once per semester. Sometimes there will be no prior warning of a drill, but every drill should be handled as if it were a real emergency. Teachers should go over the procedures for a drill with their students early in the year. A quick, orderly evacuation should be stressed. Evacuation routes are posted in each room.

Students should be reminded that, at the sound of the siren, everyone should immediately stop whatever s/he is doing, quietly exit the classroom, and proceed to the designated area. Students who are outside the classroom should go immediately to the designated area.

Emergency Evacuation

In the event of a fire or bomb threat, students will follow prescribed building evacuation procedures. Should the need arise to evacuate students from the campus, they will be directed to an appropriate site where transportation home will be arranged.

Students Awards

QAS students are honored for outstanding performance in their subject areas. At the end of the year, speech days are held for celebrating. Awards may vary from year to year but always include Honor Roll.

Athletics and activity awards

The following are department awards:

- Is a role model in preparation, participation and work ethic.
- Is faithful and consistent in attendance to practices, performances and matches
- Exhibits exceptional abilities and skills in multi sports or activities
- The QAS student who combines excellence in athletic and in cultural activities.

AWARDS CEREMONIES AND GRADUATION

Athlete of the Year Award (9-12): This award goes to an outstanding athlete. This award is presented at the awards ceremony at the end of the school year

Award of Distinction (K-12): An award is presented to the outstanding students (98%+) in each grade for each department at the end of each semester

Citizenship Awards (K-12): This award is presented to male and female students who have demonstrated outstanding service to the school and community throughout the semester.

Honors and High Honors (6 -12): Students will receive honors if he or she has achieved a minimum of a 3.9GPA for grades. A diploma with high honors will be granted to a senior with a minimum of a 3.5 GPA. To qualify for these diplomas, a student must attend QAS a minimum of one academic year.

Student of the Year Awards (Grade 12): This special award is presented to the outstanding male and female student in the twelfth grade at the graduation ceremony. To qualify, the student must have received an Honor Roll Certificate and exhibited the following character traits: leadership, positive attitude, courtesy, respect for others, and integrity. To receive this award, a student must have attended DASS for a minimum of two years.

Members of teams and groups (9-12): who have represented the school in co-curricular activities are honored at the annual speech day Party Awards . Recognition includes

1. A Star Pin for each activity
2. Most Valuable and Most Improved player/member for each team /activity.

Admission Policy

Parents who wish to enroll their child in El Quds American school must complete an application form that is available in the main office. The student must also complete an Admissions Test. It is administered according to the grade level that matches the placement of the child.

English Language Proficiency:

English language proficiency in listening, speaking, reading, and writing at the school level

Standardized Tests:

At the discretion of the school principal, standardized test results may be used in determining grade placement and admission to the school.

Notification of Admission:

When a student's file is complete, the school will notify the parents regarding the admission decision of their child.

Documents Required:

The following documents are necessary for each student's cumulative file:

(A FILE MUST BE COMPLETED BEFORE THE STUDENT ATTENDS CLASS.)

- Six recent passport size photos.
- Copies of previous school records, transcripts, including the most recent Report card.
- Copies of standardized test scores.
- A clear copy of the passport information pages for each student and their father or guardian.
- Student's Birth Certificate

A Partnership for Success

It is our firm belief that our school and our students will be best served when we work together in the form of a triangle: students, parents and school. At El Quds American School, we expect our parents to assist us in the education of our students. The education begins by both parents and students reading this handbook, understanding all of the contents and agreeing to abide by the policies, rules and guidelines contained in the handbook. Parents and students must show that commitment by signing the acknowledgement and agreement section at the bottom of the page. Other ways that parents may assist us and their child work towards success are listed below:

- ◆ Ensure that your child arrives at school on time each day
- ◆ Send your child to school in a clean uniform each day
- ◆ Ensure that your child gets plenty of rest each night (at least 8 hours)
- ◆ Guide your child with nightly homework. DO NOT do it for them. Give them a chance to try the homework and then assist him or her with it.

- ◆ Provide a quiet place and set a time each night for your child to do his/her homework
- ◆ Ensure your child is picked up promptly after school or school activities each day.
- ◆ Have reference books, reading books and a dictionary available in your home.
- ◆ If you have concerns about your child, please arrange an appointment in advance with the receptionist to meet the class teachers.

Posted Announcements on the Website

Please check the website often for info that will be important to you and your child. Parents will be responsible for items and info posted on the website.

NEW EL QUDS INTERNATIONAL SCHOOL



Calendar 2016-2017

September 2016							October 2016						
Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr
					1	2	1	2	3	4	5	6	7
3	4	5	6	7	8	9	8	9	10	11	12	13	14
10	11	12	13	14	15	16	15	16	17	18	19	20	21
17	18	19	20	21	22	23	22	23	24	25	26	27	28
24	25	26	27	28	29	30	29	30	31				
7th	SAT Mock Exam						1st	SAT Exam					
11th : 15th	Eid Eladha Holiday						2nd	New Hijra Holiday					
18th	G7,8,9,10 Back to school						6th	Armed Forces Day					
20th	G4,5,6,11 Back to school												
22nd	G1,2,3,12 Back to school												
24th	SAT Mock Exam												

November 2016							December 2016						
Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr
			1	2	3	4						1	2
5	6	7	8	9	10	11	3	4	5	6	7	8	9
12	13	14	15	16	17	18	10	11	12	13	14	15	16
19	20	21	22	23	24	25	17	18	19	20	21	22	23
26	27	28	29	30			24	25	26	27	28	29	30
							31						
5th	SAT Exam						3rd	SAT Exam					
13th	1st Quarter Exam for upper grades						11th	Birthday of the Prophet Mohamed(PBUH)					
20th	2nd Quarter Exam for Lower grades												

January 2017							February 2017						
Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr
	1	2	3	4	5	6					1	2	3
7	8	9	10	11	12	13	4	5	6	7	8	9	10
14	15	16	17	18	19	20	11	12	13	14	15	16	17
21	22	23	24	25	26	27	18	19	20	21	22	23	24
28	29	30	31				25	26	27	28			
7th	Christmas Day						12th	Back to School(3rd Quarter)					
16th	2nd Quarter Exam												
25th	police & Rev. Day												
29th Jan.:9th Feb.	Mid-Year Holiday												

March 2017							April 2017						
Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr
				1	2	3	1	2	3	4	5	6	7
4	5	6	7	8	9	10	8	9	10	11	12	13	14
11	12	13	14	15	16	17	15	16	17	18	19	20	21
18	19	20	21	22	23	24	22	23	24	25	26	27	28
25	26	27	28	29	30	31	29	30					
19th	Taba lib. Day						17th	Easter Holiday					
27th	3rd Quarter Exam						25th	Sinai Lib. Day					

May 2017							June 2017						
Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr
		1	2	3	4	5						1	2
6	7	8	9	10	11	12	3	4	5	6	7	8	9
13	14	15	16	17	18	19	10	11	12	13	14	15	16
20	21	22	23	24	25	26	17	18	19	20	21	22	23
27	28	29	30	31			24	25	26	27	28	29	30
1st	Labor's Day						3rd	SAT Exam					
6th	SAT Exam						3rd	Thanawya Exams Starting					
15th	4th Quarter Exam						30th	2nd Rev. Day					

■ SAT Exams
■ Official Holiday
■ Quarter Test Starting

Dates on this Calendar subject to change according to unforeseen situations.

Acknowledgment and Agreement

We have read the QAS Handbook. We appreciate the importance of working together with QAS to achieve the greatest possible level of success. We have read thoroughly and understand the information within the document, including policies, rules and guidelines. Our signatures below indicate we agree to abide by the policies, rules and guidelines contained in the QAS Handbook and the Code of Conduct

Thank you for your careful reading of our Handbook

Student Name

Parent/ Guardian Signature

****This page must be returned signed to the School***