



**DUBAI
BRITISH
SCHOOL**
JUMEIRAH PARK



*Welcome to Dubai British School
Jumeirah Park*

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Welcome From the Principal



Dear Parents,

I would like to personally welcome you and your family to Dubai British School Jumeirah Park (DBSJP), a Taaleem school.

Founded in 2015, DBSJP has established itself as one of the leading British schools in the region, offering a broad and balanced education to children aged 3 to 18 from all around the world. We are a unique school that places the wellbeing of our students and the interests of our community at the heart of everything we do. It is our goal to ensure that every DBSJP student is given the tools to make a positive difference during their time with us and beyond – to their own life and to other's lives. Under the shared Dubai British School's vision of "Enjoy, Aspire, Achieve", we provide the facilities, resources and inspiration in which students are able to enjoy their schooling experience, have high aspirations for all that they do and ultimately achieve their life goals.

We achieve this through our extensive, balanced and ambitious curriculum. We place an equally significant value on sports, the expressive arts and enrichment opportunities, as well as the highest standards of academic teaching across all subjects and key stages. Our staff and students operate in an atmosphere that promotes self-confidence, excellence and celebrates success. Our school encourages our young people to realise, reach for and ultimately fulfil their aspirations and ambitions.

Our global partnerships ensure that all experiences are rich and rewarding, both within the classroom and within our world-class Expressive Arts, sporting and extra-curricular programmes. We believe in engaging with our community, listening carefully to their needs and responding rapidly to them. This has led us to the enviable position of being recognised, by many, as Dubai's most successfully launched premium British school in recent years.

Schools are often talked about as being 'happy places', but DBSJP is made up of happy people – happy to be respected, valued, appreciated and given every opportunity to succeed in a way that is meaningful to them.

I look forward to seeing you soon.

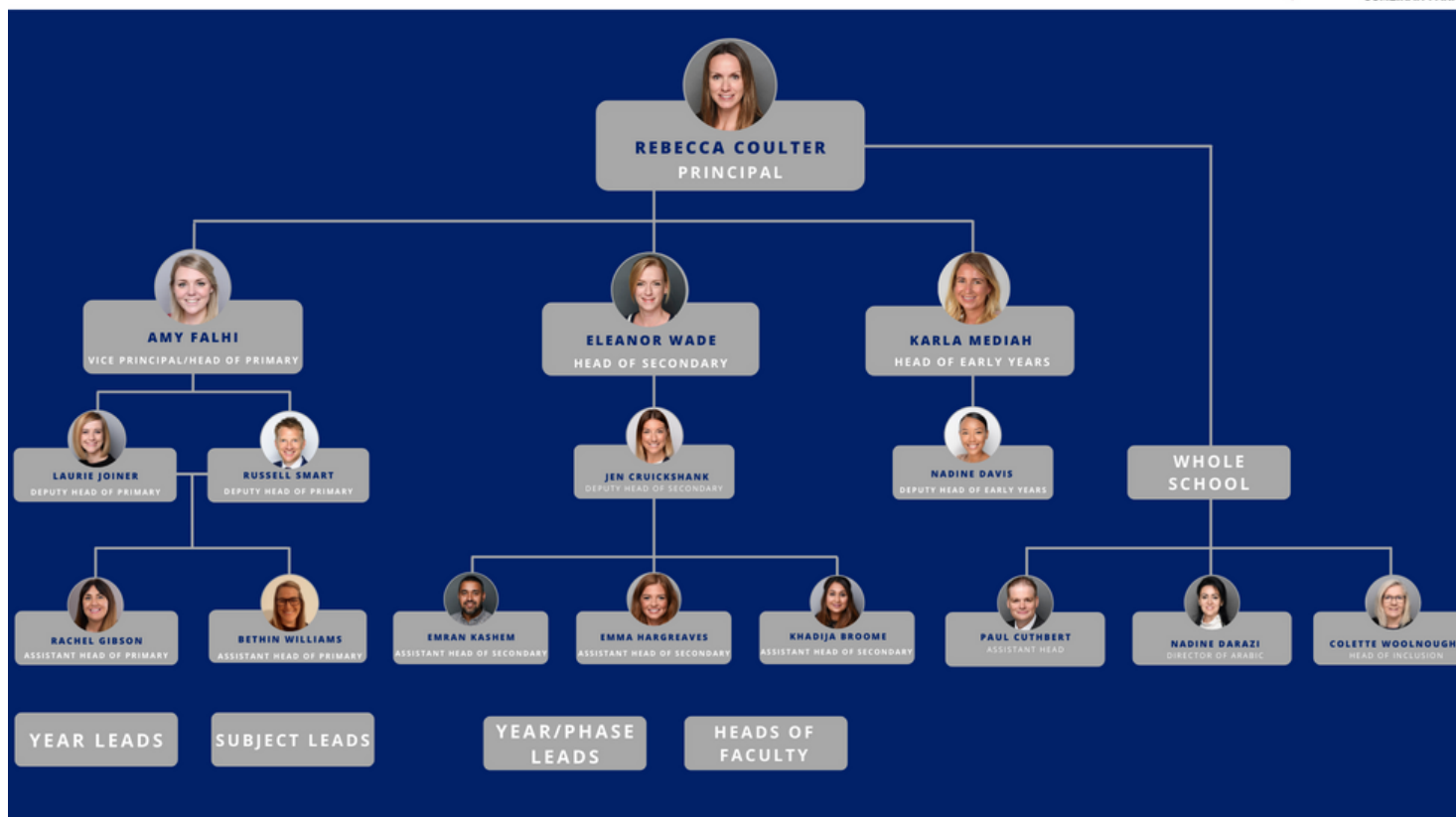
Yours Sincerely,

Rebecca Coulter
Principal



Enjoy . Aspire . Achieve

DBSJP LEADERSHIP TEAM



VISION

Enjoy . Aspire . Achieve

MISSION STATEMENT

Dubai British School Jumeirah Park is a safe and happy community where achievement and effort are celebrated. Embracing local and modern British values, we strive to inspire and challenge young minds in a supportive and tolerant International environment. We believe in supporting all members of the community to develop the necessary life and learning skills to thrive in an ever-changing global world.



VALUES

DBSJP provides children with the foundations for a happy, purposeful life, celebrating them as individuals and giving them the encouragement to fulfil their own potential within an inspiring, inclusive and supportive community. Our values (Equality, Determination, Friendship, Courage, Integrity, Inspiration, Respect, and Excellence) permeate all areas of our school and are supported by the DBSJP learning skills (6Cs, UR Strong and Positive Education) in addition to VESPA learning programmes.

Equality
Courage

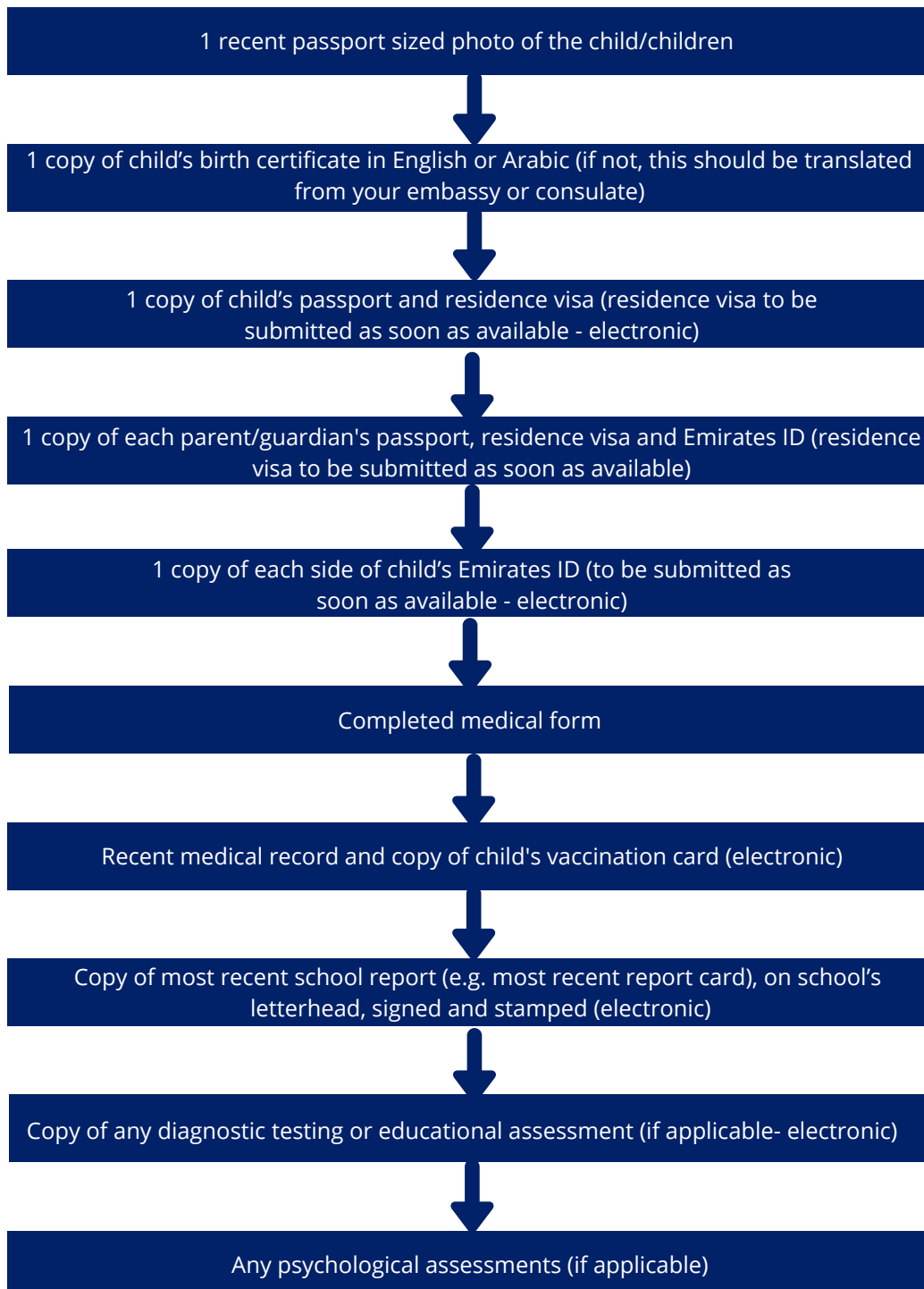
Determination
Integrity

Friendship
Inspiration

Respect
Excellence

Completing Registration

In order to enrol your child at DBSJP we require parents to follow a process ensuring a successful application and registration. Please note that in order to fully register your child at DBSJP, the following are required:



Should you have not supplied the above to the school directly, please ensure you do so before your child starts school.

The starting term Tuition Fees must be paid in full before your child starts at DBSJP. Please contact our Accounts Team for more information.

accounts@dubaibritishschooljp.ae or call +971 (0) 4552 0247 EXT 659/602

When a child has been admitted to a school in Dubai, he or she must be registered with the KHDA (Knowledge and Human Development Authority) before the joining date.

If your child starts school before you receive your Emirates ID, we still need to register them manually (with a Passport copy) and the transfer certificate, and then parents must submit the Emirates IDs later to update the KHDA system.

The processing time for residency visas and Emirates IDs can take up to 4 weeks to get the sponsor's visa followed by another 4 weeks to get a dependent visa and then the Emirates ID. Once the EIDs for parents and students are issued please send the soft copies to registrar@dubaibritishschooljp.ae.

KHDA REGISTRATION PROCESS:

A Transfer Certificate will be required. Please see details of what is required and whether an attestation is required in the section on Transfer Certificates on page 10.

For registration, we will need your child's Emirates ID Copy and one parent's Emirates ID copy with the parent's email and phone number to register the student's details with KHDA. Please note that the Transfer certificate will also be required. Please send these to our Registrar, Tasnim AlMahdi - registrar@dubaibritishschooljp.ae.

Transferring from Local school in the UAE:

Students transferring from schools within Dubai or another Emirates can be registered with the student's leaving certificate and EIDs copies.

Parents will receive an email from our Registrar, once the student is registered with KHDA, and the KHDA Parent School Contract is published and ready to be signed.

- If your child was registered by his/her Emirates ID you should be able to sign the contract online through the parent portal of the KHDA via the KHDA app or the KHDA website (more details will be sent by email)
- If the student was registered with the passport copies because the EID is not yet issued or provided, you will need to visit the school admissions office to sign the contract manually with our registrar on the signature pad.

***All new students need to register and sign the contract before school starts.**

KHDA REGISTRATION – IF YOUR CHILD IS TRANSFERRING FROM ANOTHER SCHOOL IN THE UAE:

You will need to obtain a Leaving Certificate/ or transfer certificate from your current school to enable us to register your child at DBSJP with the KHDA.

You will also have to **sign the Parent-School Contract** in relation to your child joining Dubai British School Jumeirah Park. There are three ways to sign the contract:

A. At the Admissions Office, you wish to **sign the contract manually** on the signature pad, you can visit the Admissions Office from 8:00 am to 3:30 pm to complete the process.

B. Using the KHDA app you can follow the instructions below to **sign it on your computer or mobile phone**:

1. Press the link in the message or download the KHDA App by visiting either the [Apple Store](#) or [Google Play](#)
2. Register as a new parent. Enter your Emirates ID or mobile number and click 'get password'; a one-time passcode will be sent to you both by SMS and email (those used to register your child last year – please check that you are using the correct parent's details)
3. Choose your own new password when prompted; write this down in a secure place so that you have it for the future
4. Once you are logged in, you will be able to see your child/children on the home screen. Select your child and follow the on-screen instruction to sign the full contract for the 2022/23 Academic Year.

If you have more than one child, you will need to sign the KHDA Parent School Contract for each child.

C. Using the DubaiNow app. Create an account or login, select the Education section, and click the School Contract option and follow the instructions.

Before a child can be accepted by any school in Dubai, it is the parent's responsibility to provide a Transfer Certificate (TC) from the child's previous school, as required by the UAE's Ministry of Education.

If a Transfer Certificate is not provided, it will not be legally possible to register a child at a school or with the Ministry of Education.

TRANSFER CERTIFICATE - FROM SCHOOLS IN DUBAI or another Emirates

A KHDA Leaving Certificate is required for all students in FS1 and above. The Leaving Certificate will be provided to you by your child's previous school after the Leaving Certificate fee is paid.

TRANSFERRING FROM OUTSIDE UAE (Overseas)

A Transfer Certificate/Letter is required to register students with the KHDA from Year 3 and above only. Please have the following typed on the school's original letterhead, showing the school's full name, address, country and telephone number.

The certificate must be in English and it must be signed by the Principal and stamped with the school's official stamp. Please see the below for details of the attestation required.

To Whom it may Concern,

- Name of student:
- Date of birth: (dd/mm/yy)
- Place of birth:
- Nationality:
- Last Year / Grade attended:
- Date of leaving: (dd/mm/yy)
- Passed and promoted to:
- Currently in Year / Grade: (if transferring midway through the academic year)
- Curriculum followed:
- 12 or 13 Year school system:

Signature of Headmaster / Principal/ Director:

Name:

Signature:

Date: (dd/mm/yy)

School stamp:

REQUIREMENTS FOR TRANSFER CERTIFICATES

STUDENT COMING FROM	TRANSFER CERTIFICATE REQUIREMENTS
Another emirate in the UAE or any GCC country	<ul style="list-style-type: none">• Signature of the Principal and stamp of the school.• Attestation by the Educational Authority in that Emirate or attestation by the Ministry of Education in the GCC country
North America, Western Europe or Australia	<ul style="list-style-type: none">• Signature of the Principal and stamp of the school
Middle East (excluding the UAE), South and Central America, Asia, Russia and former Russian States, Eastern Europe, Africa and New Zealand	<ul style="list-style-type: none">• School principal's signature and school stamp.• Attestation by the Ministry of Education in the country of origin.• Attestation by UAE Consulate or Embassy in the origin country OR by the Ministry of Foreign Affairs in the UAE

FEE BREAKDOWN

YEAR GROUPS	TERM 1 FEES	TERM 2 FEES	TERM 3 FEES
YEAR 1 & 2	23,300	17,400	17,400
YEAR 3 & 4	24,400	18,300	18,300
YEAR 5 & 6	26,000	19,500	19,500
YEAR 7	28,000	21,000	21,000
YEAR 8-12	30,000	22,500	22,500

There is a sibling discount of 10% on tuition fees for the third (youngest) and subsequent child in each family, paying full fees, for the academic year, attending any Taaleem school in Dubai.

REGISTRATION FEE

Registration Fee AED 4,000 - only for new students. Payment of registration fee secures a place for your child at Dubai British School Jumeirah Park and is credited against Term 1 fees. The deadline for each term will be communicated to parents. To register your child, you are required to pay the balance of the first term fees at least one month before the beginning of the school year and hand in post-dated cheques for the subsequent term.

RE-REGISTRATION FEE

Re-registration Fee of AED 2,000 - for returning students / re-admissions into the following year. This amount is credited against Term 1 fees.

PAYMENT TERMS:

Registration Fee: Once a place is offered, a non-refundable Registration Fee of AED 4,000 is required to reserve the seat until full tuition payment is made. This fee is deductible against First Term Tuition Fees.

Term Fees: A student may not start the academic year unless the first term fee has been paid in full. Payments will be only accepted via cash, credit card, online or cheque payable in favour of Dubai British School Jumeirah Park. We cannot accept personal cheques for Term 1 fees if given five working days prior to start of the new academic year. For the Academic Year 2022/23, Term 1 fees should be paid by 1st August 2022, Term 2 fees should be paid by 1st December 2022 and Term 3 by 1st March 2023.

School Reports: according to the Ministry of Education regulations, the school reserves the right to withhold any reports until fees have been paid in full.

Final Results: according to the Ministry of Education regulations, the school reserves the right to withhold the final results and abstain from issuing transfer certificates until settlement of all school fees is made.

KHDA CHARGES

Students transferring within Dubai schools, there is a KHDA administration fee of AED 120 for each student. This fee is collected on behalf of the KHDA by the receiving school.

Tariff for the following KHDA services as stipulated by KHDA:

- Request for student Education Continuation Certificate for visa renewal (AED 120)
- Request for student leaving form for the students who are leaving Dubai (AED 120)
- Request for student transfer between private schools (within the stipulated time frame)
Student transfer (AED 120)
- Request for student transfer between private schools (after the stipulated time frame)
Student transfer (AED 520)
- Request for attestation of student certificate or report card (120 AED).
- Issuance of 'To whomsoever it may concern' certificate for matters related to School -
Attestation (AED 120)
- Issuance of 'To whomsoever it may concern' certificate for matters related to Students -
Academic History (AED 120)
- Request to change student data at the Authority - Student exam grade amendment (AED 120)

In case any of the above services are required, please make payment of the respective amount with our school accounts office before collecting the document listed above.

PAYMENT OPTIONS

Payments can be made by cash, credit card, bank transfer, cheque or online (this is preferable).

Cheque: A company cheque is preferred. In case payment is made by a personal cheque, then the school requires payment at least 3 (three) working days prior to the due date of the invoice. All cheques must be made payable to "Dubai British School Jumeirah Park". A charge of AED 500 will be made for any returned or dishonoured cheque. Post dated cheques are to be lodged for Term 2 at any time in advance of the due date.

Bank Transfers: For account details to make bank transfers, please contact +971 (0)4 552 0247 ext 602, or email: accounts@dubaibritishschooljp.ae . All charges are the responsibility of the remitter. When a bank transfer is made, please ensure that all relevant information is added to the transfer form including student name and grade, and confirm transfer by calling us on +971 (0)4 552 0247 ext 602

Credit Card Payments: We accept MasterCard and Visa only. To pay by card please complete the Credit Card Authorisation form which can be found on our [website](#) and include a copy of your credit card and a copy of your Emirates ID or Passport.

Online Payments: Please contact our finance team at accounts@dubaibritishschooljp.ae for the online payment link.

Bank Details:

Account Name : Dubai British School Jumeirah Park

Bank name & Account number : EMIRATES ISLAMIC BANK / 370-7623323-504

Branch / Address : Islamic Main Branch, Dubai

IBAN No. : AE490340003707623323504

Swift Code : MEBLAEAD



TUITION REFUND POLICY

Notice of student withdrawal and application for a tuition refund at the request of the parent/guardian must be made in writing to the School Principal. In the cases of both existing and new students, deposits and fees will not be refunded if students choose not to return to school for the next academic year or choose not to take the offered places. However, a school may choose to refund the deposit under special circumstances. Ministry of Education regulations govern the school tuition refund policies outlined below:

I. Student withdrawal prior to the start of the academic year:

If the student has NOT attended ANY classes, the balance of the first-semester fee paid is refunded minus any registration fee made for placing the student on the school's official class list. This refund is subject to approval by the Principal and in compliance with the Ministry of Education rules.

II. Student withdrawal during the school term:

Fees will be charged for one full month if a student attends school for two weeks or less. Fees will be charged for two full months if a student attends school for more than two weeks and less than one month. Fees will be charged for the three full months if a student attends school for more than one month.

SEN/ EAL/ILSA:

Special Education Needs Students requiring the support of a specialist SEN/EAL/ILSA will be supported by the school in appointing one. Please contact our inclusion team for further details.

EXAM FEES:

There may be an additional fee for external examinations in line with other private and international schools. Please refer to the 'Examinations Guidebook for Students and Parents' that will be issued at the start of the academic year, for further information.



At DBSJP we follow the English National Curriculum which covers learning for all children aged 5-18 and sets out:

- Which subjects should be taught
- The knowledge, skills and understanding your child should achieve in each subject (according to your child's age)
- How information on your child's progress should be passed on to you



The Curriculum is divided into five Key Stages that children are taken through during their school life.

THE FIVE KEY STAGES		
Key Stage 1	Ages 5-7	Years 1 & 2
Key Stage 2	Ages 7-11	Years 3, 4, 5 & 6
Key Stage 3	Ages 11-14	Years 7, 8 & 9
Key Stage 4	Ages 14-16	Years 10 & 11
Key Stage 5	Ages 16-18	Years 12 & 13

In the Primary School at DBSJP your child will learn about a wide range of subjects with a particular focus given to Literacy and Maths. Learning to read, write and spell, together with general speaking and listening skills, is called Literacy. Learning about numbers is called Maths or Numeracy. Both subjects are very important for your child's future, and will be taken throughout their school life to GCSE, A level and BTEch.

OTHER SUBJECTS INCLUDE:

- Arabic for Native and Non-Native speakers
- Islamic Studies for Muslim students
- Moral, Social and Cultural Studies
- Science
- Computer Science
- History
- Geography
- Art & Design
- Design & Technology/Food Technology
- Music & Drama
- Physical Education
- PSHE (Personal, Social and Health Education)
- Citizenship
- French
- Spanish (from Year 7)

HOUSE SYSTEM:

The DBSJP house system allows pupils across the school to be divided into four houses (Caracal, Gazelle, Falcon and Oryx) and provides a sense of shared identity and community between the children in different classes and year groups. The school's reward system builds upon the house system allowing the children to earn points which have value both for themselves and for their house. There are regular house events, which are academic (reading, spelling bees, writing competitions); sporting (athletics, swimming galas, cross country) and just for fun (sun flower growing) and allows each child to compete for the glory of their respective house. All new pupils entering DBSJP are allocated a house on arrival and can begin earning points for themselves and their house from the first minute they join the school.



PUPIL VOICE:

In many ways every pastoral aspect mentioned in this section encourages the development of pupil voice. DBSJP is committed to ensuring that all of its pupils have the right to express their voice / opinions - be this because of a problem that has occurred during the school day, or a 'voice' in the ongoing development of the school. We consider students as partners in their own development and by providing the children with broad opportunities to develop their 'voice' we aim to ensure our pupils are fully equipped with the life skills needed for success in the 21st century.

At DBSJP, in addition to the academic development of our pupils, we also aim to develop the children more holistically, this is achieved in a number of ways:

Developing Life Skills/Learning Skills - Built into the fabric of the curriculum are a broad range of opportunities to develop key life skills, such as empathy, enquiry and investigation, public speaking, leadership, self-confidence, respect and many essential values and defining attributes. These skills are often taught implicitly by giving the children opportunities to, for example, to work cooperatively with others, or to lead a school project. The teachers will plan into their lessons and units of work specific opportunities to progress their children's non-academic skills and we fully expect our pupils to develop these opportunities with enthusiasm.

Student Leadership Opportunities - An example of where the children are offered an explicit opportunity to develop their sense of responsibility and contribution is via one of the many student leadership positions offered at DBSJP. Within the classroom the teacher will often appoint children to a position of leadership, be this - a line leader, a table monitor, or simply a nominated child to lead a group task. However, on a wider (school) scale there are also a number of more defined student leadership positions, including:

HEAD BOY AND HEAD GIRL:

Head Boy and Girl, plus their Deputies, are elected in Year 6 (Primary) and Year 13 (Secondary) by the rest of the student body. They are role models for the school and lead key initiatives as well as driving the School Council.

SPORTS LEADERS:

At DBSJP we have a culture of kindness and believe that the ability to lead and inspire is within everyone. We offer leadership opportunities from Key Stage 2 to support our students and develop their communication, organisation and teamwork skills.

Leadership Courses:

- Year 6 Play Leaders
- KS3 Junior Sports Leaders
- KS4 UK Sport Leaders
- Sports Association (Sports Council)



HOUSE CAPTAIN / DEPUTY HOUSE CAPTAIN:

Students from Primary and Secondary are nominated and chosen to lead and inspire their respective houses to victory. The House Captains perform many vital roles during the school year, including taking assemblies, choosing competitors for the house events and actively inspiring the participants of a house event.



SCHOOL COUNCILLORS:

Two students from each year group are elected to represent their year in the school council. The school council has many responsibilities, however ultimately they are required to help develop the school and continue to improve the environment for the pupils.

ECO WARRIORS:

These are self-nominated pupils from across the school who are responsible for the care and upkeep of the school's environment, from planting flowers to ensuring rubbish is put into the trash bins. They also encourage recycling and energy conservation.



All of these roles are designed to ensure that all of the pupils have explicit opportunities to develop leadership and responsibility, but equally benefit the school as a whole. New opportunities for student leadership often become available throughout the year, however all the roles are rotated annually, allowing for different children to take on different leadership opportunities.

On the first day, Primary students will be met by their teacher. We have many ways the children can enter and leave school - walking, drop and go, collect and go. Full details are in the Transport section on page 26.

PRIMARY CHILDREN IN YEARS 1 AND 2

Children will enter the classroom from the external classroom doors, where they will be met by their class teacher and classroom assistant who will help the children put their belongings into their locker.

PRIMARY CHILDREN FROM YEARS 3 - 6

Children in years 3-6 will enter school through designated doors and walk independently to their classroom. There will be staff on duty to guide any children who are unsure of where to go.

PRIMARY CHILDREN FROM YEARS 5 - 6

Children in Years 5 and 6 may walk or cycle to school unaccompanied, once parents have provided written permission for this to the class teacher. If children opt to ride their bike to school, they can park their bike outside on the bike racks to the right of the Primary Reception; please ensure they wear a helmet. Please note: electronic scooters are not permitted for this age group. Staff will be on duty at the front of school to direct children to the correct place each morning.

SECONDARY STUDENTS

Students may enter the building from the Secondary Reception (blue entrance). If students opt to ride their bike to school, they can park their bike outside in the bike racks to the right of the Secondary Reception. **As per UAE law, Dubai government new regulations restrict the use of electric scooters or any electric bike without a driving licence permit issued by the Roads and Transport Authority.**

WHAT TO BRING:

Please make sure everything is named

- Water bottle
- Pencil Case (pencils, colouring pencils, glue, eraser, ruler)
- Backpack (please avoid backpacks with wheels)
- Lunch box (or sign up with Leela's Lunches for hot lunch)
- Hat (Please note that we have a strict 'No Hat No Play' Policy for Primary students)
- Bring your own device for Secondary (please check specifications on page 34)

SCHOOL DAY TIMINGS:

Year Group	Monday-Thursday	Friday
Years 1-6	Lessons start: 08.15 (Flexi drop off 07.45-08.10) Pick up: 14.40	Lessons start: 08.15 (Flexi drop off: 07.45-8.10) Pick up: 11.35-11.45
Years 7-13	Start: 08.35 (Flexi drop off from 08.00)* Pick up: 15:30	Start: 07:50 (Flexi drop off from 07.20) Pick up: 12.00

Please note that these timings are effective from 29th August 2022.

*For those not attending ECAs

It is important that you arrive on time to collect your child at the end of the school day and after Extra Curricular Activities (ECAs). Staff have meetings to attend and are not available to supervise children after the school day.

TIMETABLES:

In Primary, your child's timetable will be available to view in their school diary. In Secondary, students will receive a copy of their timetable from their teachers and parents can view their timetable on iSAMS.

SCHOOL TRIPS:

Your child's class teacher will organise curriculum related excursions out of school. However, your child will only be permitted to attend with your written permission. School trips are viewed as essential enrichment opportunities which complement the curriculum.

EVENTS AND ASSEMBLIES:

Throughout the school year you will be invited to a number of special school assemblies. Since we are sure you will want to be able to attend, we will give as much notice as possible of assembly dates.

PHOTO PERMISSION:

We operate on an opt out system therefore if you do not want your child/children to be photographed, please fill out the no-photo permission form that will be sent out before school starts.

ABSENCES AND SICKNESS:

If your child is absent from school, please inform Reception via telephone (04 552 0247) or email either Primary or Secondary Reception before 8.00 am on the first day of absence so that the reason for the absence can be recorded. Please email primaryreception@dubaibritishschooljp.ae or secondaryreception@dubaibritishschooljp.ae. For Primary students, please also inform their class teacher.

If your child is seriously unwell, please keep your child at home until they are fit enough to attend school. Parental help in avoiding the spread of infection among our school community is greatly appreciated. For illness lasting longer than three days, a medical certificate is required.

EMERGENCY LEAVE/DOCTOR APPOINTMENTS:

Doctor or Dentist Appointments or any other appointments should whenever possible be arranged for out of school hours. However, we do understand that this is not always possible and often family emergency situations can occur. In these circumstances, please inform the teacher personally or contact Reception via telephone: 04 552 0247 or email: Primary Reception: primaryreception@dubaibritishschooljp.ae or Secondary Reception: secondaryreception@dubaibritishschooljp.ae. If the appointment is an emergency, please try to telephone the School and then proceed to Reception first to obtain a permission slip. Our Security Team will not allow a child to leave the premises without a signed slip from the schools receptionist.

HOLIDAY:

Keeping your child off school for any reason requires approval and a Leave of Absence Form must be filled in and handed to the Head of Primary or Head of Secondary with a valid explanation indicating the length of absence. The Head of Primary or the Head of Secondary will make a decision if a leave of absence can be granted. This application should be made at least two weeks in advance. The Leave of Absence Form is available from the School Reception or [website](#).

LATE ARRIVALS:

Students are expected and required to arrive on time for school. However, we do understand that late arrivals are occasionally unavoidable. If arriving late, parents are requested to report to Reception to register their child. Students will not be able to access classes without first visiting Reception and collecting a Late slip. Out of respect for our host country, parents and children are reminded to please stand still when the UAE National Anthem is playing.

HOME LEARNING:

At DBSJP we value the importance of working as a community in order to achieve excellence. Parents are seen as valued partners in establishing the foundations for lifelong learning. For parents to feel involved, and equipped to support their children's learning, they need to be informed as to what they can do to extend and consolidate learning that has occurred at school. The learning activities teachers assign for home learning provide parents a window into the content, skills and methods their children are learning at school. We believe that learning at home has a direct impact in enhancing children's knowledge and understanding and leads to an improvement in standards.

We consider good practice to be a gradual increase in the quantity of home learning and time allotted to it from year to year. We recognise the need for students to have the time to follow out of school interests and family activities and the massive developmental and social benefits these activities will bring.

Each teacher will set out a home learning schedule which will be shared with families at the start of term. If there is ever a problem with home learning, please do speak directly to the class teacher.

STUDENT MOBILE PHONES:

Primary and Secondary students are not allowed mobile phones in school. Any mobile device should be switched off from 8:00 am until 2:40 pm for Primary and 3:30 pm for Secondary - end of the school day.

MOVEMENT AROUND THE SCHOOL:

When moving around the school, please try to encourage your child to:

- Walk quietly enough not to distract others
- Display sensible behaviour



SCHOOL LUNCHES:

School Dining at Dubai British School Jumeirah Park aims to be a quality, family-style dining experience with staff and children all enjoying the same healthy, nutritious meal together. Table manners, dining etiquette and conversation are part of the experience. Our school dining is managed by Leela's Lunches.

Included within the monthly dining cost is a morning snack and a healthy hot lunch. Alternatively, a cold lunch box option is available. Both the hot meal and cold lunchbox options include the morning snack.

The benefits of school dining include:

- Peace of mind that your child has eaten a nutritiously balanced meal monitored by teachers.
- Stress-free mornings as lunch boxes are not required.
- Knowledge that your child is having an enjoyable experience during lunchtime.
- Increase in your child's food preferences as they try and enjoy new foods at school.
- Pain-free food shopping as you no longer have to worry about finding varied, healthy lunch-time food options.
- Reduced food waste as half-eaten lunch box food will be a thing of the past.

For further information on Leela's Lunches please contact: info@leelaslunches.com

For parents who do not select the school provided dining option, please ensure that the lunch you provide for your child is healthy. The following items are not allowed: chocolate of any kind, including spreads and yogurt, sweets, pork or nut products, crisps or fizzy drinks.

Please note that although we are happy to acknowledge a child's birthday celebration in school, we are unable to distribute birthday cake or treats.



LIBRARY

We serve to ensure students and staff are effective users of information and have access to a wide range of materials.

DBSJP's vast library has a focus for both Primary students and Secondary students, functioning as information hubs where students, teachers, parents, and staff are invited to use a variety of materials and spacious place.

Our mission is to foster a love of reading and support the development of skills needed to access and evaluate information for academic, personal needs and research. The library also seeks to encourage students to become life-long readers by promoting activities and programs.

We believe reading improves literacy, social skills, health, and learning outcomes. It gives your child access to knowledge to build character to become an active adult, who can contribute to the environment they will thrive in.

Both Primary and Secondary students visit the library on a regular basis. Parents are encouraged to visit the library after school.

To login to our catalogue go to:
<https://libraries.taaleem.ae/>



EXTRA-CURRICULAR ACTIVITIES (ECAs):

EXTRA-CURRICULAR ACTIVITIES (ECAs):

A range of free ECAs are offered by DBSJP teaching staff Monday – Thursday from 2:45 pm - 3:30 pm for Primary, and 07.50 - 08.35 am for Secondary. ECAs are offered taking into account the views of students. Parents will be sign up with their email address that they have given to school in addition to children's DOB. Children may attend two ECAs per week, regulations permitting, but additional ECAs may be offered based on availability. This will be confirmed at the beginning of the year.

After School Activities (ASAs) are provided by external parties and carry an additional charge. Payment is made directly to the provider.

Should your child take part in an ECA or ASA, please be aware that the capacity on the 3:30pm bus may be limited. Once the ECAs are booked, parents should contact the bus company to confirm transportation following ECAs.

For further information please contact our ECA Coordinator at ecaadmin@dubaibritishschooljp.ae

ADDITIONAL EDUCATIONAL NEEDS:

At DBSJP we pride ourselves on inclusion and welcome students of determination. We provide high quality education for all children, including gifted children and those requiring learning support. Personalised programmes for learning are prepared for all students with specific learning needs which includes access to appropriate resources and curricular options.

RESPECTING LOCAL CUSTOM AND BELIEF:

We request that you show respect for the beliefs of the local community and ensure that no pork products are brought onto the school premises. If you are on the school premises when the UAE National Anthem is played, we request that you show respect by standing in silence. Parents are also asked to dress modestly and appropriately for visiting a professional working environment and not to wear beach or gym type clothing at drop off and pick up times.

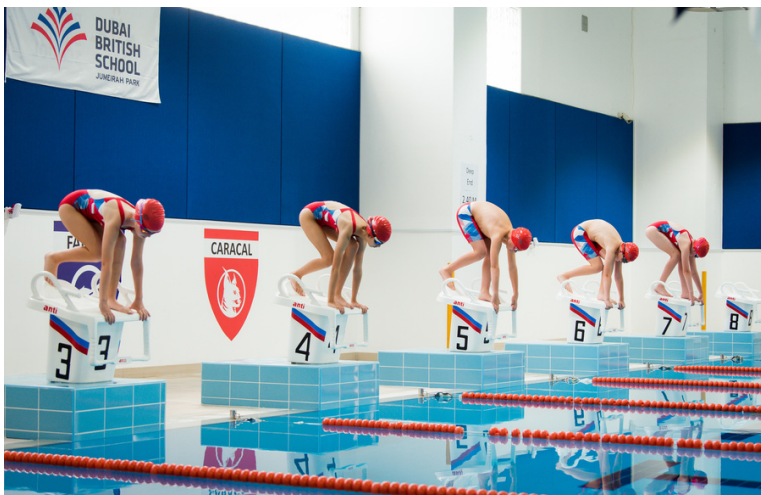
PUBLIC HOLIDAYS:

There are closures of the school when exact dates cannot be predicted, i.e. some Islamic holidays or periods of mourning. Please check the local newspapers and radio. When the government declares 'the public sector will be closed' all schools must, by law, remain closed and there will be no school on these days. Parents will be notified via email.

School Life at DBSJP

Sport plays a central role in the life of DBSJP and provides students with the opportunity to develop to the very best of their physical ability. Students are able to practice in their sporting interests and develop healthy, active lifestyles.

Opportunities are available through our House programme and everyone is encouraged to trial in order to represent. DBSJP is affiliated with the Dubai Athletic School Sports Association and will continue to follow guidance from them, the KHDA and the Dubai Sports Council. Our provision is for everyone and based on the values of the school, the competitive program: achieve, a in house opportunities: aspire and recreational opportunities: fun



Our sports fixtures are played throughout the week, with some events scheduled on the weekends. We hosts a number of sports and swim tournaments throughout the year and enjoys success in a wide variety of competitions throughout Dubai and the UAE.

We believe that regular participation in sporting activities instils passion, respect, integrity, resilience, teamwork, commitment and sportsmanship in our students and as a PE team we are passionate about developing physical and social skills.

PICK UP AND DROP OFF

DBSJP has two entrances for pedestrians at either side of the school which offer a safe route into the play areas. Please park cars correctly in the spaces around the perimeter of the school and neighbouring roads.

For quick dropping off at school we have a 'drop and go' system. Simply drive up and in through the entrance at either side of the school. Please do not get out of your vehicle, a member of staff will assist your child from your vehicle and direct your child to their classroom. Please ensure that your child's bags are next to them in the car to ensure the flow of traffic is kept moving.

For collecting your child at the end of the day, we have a 'collect and go' system. Parents of Primary children will need to register for this service by completing an online form. All parents will need to collect a DBSJP car sticker from either Primary or Secondary Reception. We ask that you display this in your car windscreen for the security team to identify your car. Primary children are brought to either the Primary or Secondary Reception according to surname. A member of staff will stay with them until your car reaches the collection zone and will assist your child into your vehicle. We aim to keep the flow of traffic moving and for children to be collected quickly and safely.

We ask that you please slow down and be extra vigilant in the vicinity of the school. Do not park in places which may be hazardous to children or parents and do not block other parents in or park across the driveway of local residences.

The security staff, facilities team and teaching staff try to safeguard every child. Please treat them with respect and if you are asked to move your vehicle, please do so.

- Year 1 & Year 2 parents should collect from outside the rear classroom doors.
- Year 3 to Year 6 parents can collect from their collection points in the playground.

We ask that parents do not enter the corridors to collect your child. Teachers will not release children from the internal doors.

If you are late to collect your child, please phone Reception to let us know.

If you wish to speak to the class teacher at the end of the day please make this known to the teacher when you arrive at the rear classroom door. The teacher will encourage you to enter the classroom to wait until all children have been dismissed. If you are one of the classes in the playground, simply follow the teacher back up to class once all the children have gone and you are very welcome to discuss things further. Please try to arrive promptly to collect your child as teachers must get to their ECA class.



BUS SERVICES:

We have contracted Arab Falcon Bus Rental LLC, an RTA approved company to offer the school bus service. Parents should deal directly with the bus company for all reservations and bus affairs. For more information, please visit our website or see the below contact details.

Contact Person: Farah Shah, Transport Manager

Email: farah@arabfalcondubai.ae

Mobile +971 (0) 50-1107063

Website: www.arabfalcondubai.ae

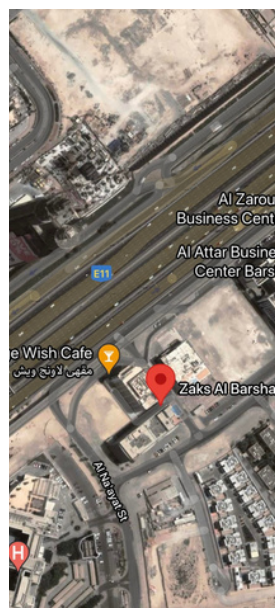


UNIFORMS

Uniforms are available for purchase from ZAKS at their Al Barsha store or [online](#). Store opening times are Saturday to Thursday, 10 am to 7.30 pm. Tel +971 (0)4 379 2575.

We ask that all students use the official school bag and book bag which are available from ZAKS. Trolley bags are not allowed.

Parents should also ensure that all belongings, including lunch boxes and drink containers are clearly labelled with their child's full name.



Boys - Acceptable Footwear



Girls - Acceptable Footwear

SPORTS KIT:

Sports kit is compulsory for all students. These along with PE bags can be purchased through Magrudy's in Motor city 04 344 4193 while competitive sports team kit is from Kukri.

FOOTWEAR:

Shoes can be bought elsewhere but have to comply with our requirements for footwear – black, formal shoes only. No trainers please (only to be worn during PE lessons).

Please note swimming caps are expected to be worn during swimming lessons.



COMPULSORY UNIFORM LIST YEAR 1-6

- Unisex striped shirt
- Bermuda shorts (boys)
- Pinafore (girls - optional - winter wear)
- Dress (girls - optional)
- Skort (girls - optional)
- White or navy socks
- Navy blue jumper (boys and girls - optional)
- Shoes should be of a formal style, black in colour; no training shoes, flimsy ballet type shoes or other casual wear

COMPULSORY UNIFORM LIST YEAR 7-11

- Skyblue shirt with DBSJP logo on pocket
- Skyblue blouse with DBSJP logo on the chest/full sleeve option (made-to-measure)
- Navy trousers
- Navy trousers/ pleated skirt for girls
- Navy blue jumper (boys and girls - optional)
- Business attire for Sixth Form students
- Shoes should be of a formal style, black leather in colour: no training shoes, flimsy ballet type shoes or other casual wear.

WHOLE SCHOOL

COMPULSORY PHYSICAL EDUCATION UNIFORM LIST:

- T-shirt with DBSJP logo with matching shorts
- Trainers with non marking soles
- Sports specific socks
- Swimsuit (girls)
- Swimming trunks (boys)
- Swimming Cap

ACCESSORIES:

- Bag navy cap
- Back pack (NB not a suitcase on wheels)
- Socks white/sport socks
- Shoes (black/white) with non marking soles
- Navy sweater with DBSJP logo

UNIFORM GUIDELINES FOR KS5:

Sixth Form students are expected to support Dubai British School Jumeirah Park by wearing “approved business attire” smartly and in the spirit of the business environment. Sixth Formers are role models for younger pupils and the way they dress is very important to the whole school. Expectations are based around the type of clothes and appearance that would be accepted in the workplace.

Compulsory Items		
Trousers, Skirts, Dresses, Jumpers and Blazers: Either plain/one colour only (black, navy, grey), or predominantly black, navy or grey with understated, traditional pattern (herringbone, light pinstripe)		
Shirts: White/cream, pale/pastel colours only, either plain, with a light stripe, or understated, traditional pattern		
Male	Female	
<ul style="list-style-type: none"> • Collared shirt, short or long-sleeved, suitable for wearing with a tie, to be tucked in • Smart full-length trousers • Plain black/brown formal shoes 	<ul style="list-style-type: none"> • Smart formal blouse or collared shirt, short or long-sleeved but not sleeveless, with a fairly high neckline. • Smart full-length trousers • Smart skirt, knee-length or below the knee • Dresses, with capped, short or long sleeves and a respectable neckline, knee-length or longer • Plain black/brown formal low-heeled* or flat shoes 	
Optional Male/Female		
<ul style="list-style-type: none"> • Tie, solid coloured or with understated, traditional pattern • Plain belt with modest buckle • Long-sleeved jumper or cardigan, finely knit • Jacket or blazer 		
Jewellery, Piercings, Make-up and Hairstyles		
<ul style="list-style-type: none"> • Stud earrings • 1 plain bracelet, 1 plain necklace, 1 ring (flush), 1 watch • Clear nose or cartilage piercing • Make-up should be subtle and natural, and nail varnish may be worn but colours must be subtle and natural* • Hair should be neat and tidy at all times, and hair colour should be on the natural colour spectrum* 		
Not Allowed		
<ul style="list-style-type: none"> • Tight-fitting or revealing items • Jeans/denim, or denim-like material • Lycra or stretchy material • Chinos or skinny trousers • Cropped or 3/4 length trousers • Metallic coloured zips • Skirts above the knee or excessive skirt slits 	<ul style="list-style-type: none"> • Bare midriiffs and off-the-shoulder tops • Blouses with low necklines, slits or cut-outs • Polo, sports or sweatshirts • Bold stripes, checks or patterns • Rolled-up sleeves • Tops or ties displaying large logos, emblems, lettering or slogans 	<ul style="list-style-type: none"> • Trainers or patterned shoes • High heels • Overly excessive hair accessories • Visible undergarments • No tattoos • Prominent nose or cartilage piercings

HEALTH AND SAFETY:

Our school is committed to the health and safety, comfort and productive learning environment of all students and staff. The Operations Manager will be responsible for promoting, maintaining and managing health and safety practices in all areas (i.e. air quality, waste management and environmental hazards).

SECURITY:

Our entire campus is equipped with sophisticated CCTV equipment to ensure the safety and well-being of all our students and staff. Everyone entering the campus must sign in with security or wear a DBSJP lanyard with identity badge.

Please send photos of parents/guardians who require badges to primaryreception@dubaibritishschooljp.ae. Once we have received these photos you will be issued with a parent security pass. Should your child have a driver or nanny that collects them you will be able to upload their photo in this section as well. Until such time that photos are provided, the schools security team will ask you to sign in on a daily basis and may request you to leave ID. Each family is entitled to three badges. If you have a badge issued by DBF, this can be worn at DBSJP.

The parent security pass **MUST** be worn at all times whilst on the school campus. Should your badge not be visible you will be asked to show/wear this so it is visible. Lost and damaged passes will incur AED 25 charge to be replaced.

FIRE ASSEMBLY POINTS:

If the fire alarm is heard, all staff, students and parents who are inside the building must vacate the premises immediately. At various times in the school year, test drills are rehearsed during school hours to make sure we can effectively evacuate the building in the event of a real emergency or fire. Please note, phones are not answered during this time. If a parent/carer is in the building during a fire alarm, please make your way to our safe meeting point which is on the Sports Field.

RED BREAK ARRANGEMENTS:

If the temperature/humidity reaches an unacceptable level, the School Nurse will use her professional judgement to enforce a 'red break'. During a 'red break' all students must remain indoors.

CHILD PROTECTION AND SAFEGUARDING:

At DBSJP we believe that all children have a right to be safe, protected from abuse and be able to reach their full potential. The primary concern of all staff is the safety and wellbeing of children. All staff members have a pastoral duty towards children which includes monitoring the development of progress and the identification of risk factors. Due to our day to day contact with individual children, we are well placed to observe changes in behaviour and outward signs of abuse.

We view Child Protection as more than simply acting when suspicions arise or information is revealed. We also have a vital role to play in ensuring children are safe at all times and in preparing children to resist abuse and to become responsible, caring and confident adults.

Should we have any safeguarding concerns we have a duty of care to contact you as parents and to take any appropriate action to ensure the safety of children.

INTERNET SAFETY:

Children are taught how to keep safe on the internet and social media as part of their IT lessons. At DBSJP we have an Acceptable Use of Technology policy that we ask students and parents to sign. All reported infractions to this policy are taken seriously, properly investigated and appropriate sanctions are instituted.

CONFIDENTIALITY:

All staff are required to sign a confidentiality agreement which includes not disclosing any personal details of children and families. We therefore ask that you do not ask teachers for the contact details of other families.

SAFE RECRUITMENT:

As part of pre-employment, all staff members undergo an extensive criminal background check, reference check and sign a personal declaration within their employment contract. Staff are required to provide a Police check or a Good Conduct Certificate.

SMOKING:

Please note that smoking is not permitted anywhere on the school campus.

CLINIC AND NURSE

We would like to extend a very warm welcome to all students and their parents. We are looking forward to working with you and your children here at Dubai British School Jumeirah Park. To ensure your child's health and safety we would like to share a few points with you.

On site we have one doctor and three nurses whom are available at all times during the school day to administer first aid as required. Children who are taken ill at school will be cared for by us until they are fit enough to return to class or a parent/guardian can be contacted and arrangements made for them to be collected and taken home. Please also be aware that children are not allowed to go home via taxi unless escorted by a parent/guardian.

If your child has a persistent condition, allergy or medical condition that the school should be aware of, please specify in detail the nature of the condition, the signs and symptoms and any medication that may need to be administered.

Should you have not completed the schools medical form, please ensure that this is completed and returned to us as soon as possible. If you have any further queries, please do not hesitate to contact us at nurse@dubaibritishschooljp.ae



Dr Zaynab



Nurse Rita
Primary



Nurse Norgielyn
Secondary



Nurse Rhonil

BRING YOUR OWN DEVICE FOR YEARS 7-13

As new technologies continue to change the world in which we live, they also provide many new and positive educational benefits for the classroom. As part of our strong and ongoing commitment to 21st Century teaching and learning excellence, Dubai British School Jumeirah Park has implemented a Bring Your Own Device (BYOD) program for Year 9-13 students. BYOD refers to where students bring a personally owned and school-approved device to school for learning.

It is compulsory for Year 7-13 students to be equipped with a personally owned and school-approved device.

The school can provide the ability to connect compatible devices to a filtered and secure internet service. We will continue to provide school owned device for students to use if there are personal circumstances.

Choosing an appropriate device can be confusing. Whilst most students have a mobile phone, this is often a counter-productive device in a learning setting due to the size of the screen and opportunity for distraction. Please see below examples of suitable devices:

- Microsoft Surface Pro 6
- Lenovo Yoga 920 2 in 1
- Microsoft Surface Laptop 3
- MacBook Air 13 inch

Device Type	Microsoft Surface Pro	Windows Compatible 2-in-1	Windows Compatible Laptop	Mac Laptop
Operating System	Windows 10 or better	Windows 10 or better	Windows 10 or better	Latest OSX version
Wireless	Yes	Yes	Yes	Yes
Min Screen Size	>13"	>13"	>13"	>13"
Min Storage Capacity	128 GB	128 GB	128 GB	128 GB
RAM	4 GB or more	4 GB or more	4 GB or more	8 GB or more
Minimum Battery Life	6 hours	6 hours	6 hours	6 hours
Suggested Accessories	Keyboard (mandatory) Charger, Protective case/cover Headphones	Keyboard (mandatory) Charger, Protective case/cover Headphones	Charger, Protective case/cover Headphones	Charger, Protective case/cover Headphones
Device Examples	Microsoft Surface Laptop Pro +	Lenovo Yoga 7i 2 in 1	Microsoft Surface Laptop 4	MacBook Air 13-inch M1 chip

The device must meet all the following requirements:

Form Factor	Laptop or convertible device <ul style="list-style-type: none"> A convertible device must have a physical keyboard attachment with separate keys for A – Z and 0 – 9 and which physically move depressed. It must run one of the specified operating systems.
Physical Dimensions	Minimum Screen Size: 9" Maximum Screen Size: 15"
Operating system	<ul style="list-style-type: none"> Microsoft Windows 10 or newer Latest version of Mac OSX <p>Note: iOS and Android-based tablets are intentionally omitted from the hardware specification.</p>
Wireless Compatibility	802.11a/b/g/n support
Battery Life	Advertised battery life at least six hours
Additional Recommendations	<ul style="list-style-type: none"> Maximum weight: 2kg Minimum RAM: 4GB Disk configuration: Solid State Drive (SSD) or Hard Disk Drive (HDD) Accidental loss and breakage insurance

Functional Specification

Additionally, the device must meet all the following functional requirements pertaining to software:

Operating System	As per Hardware Specification, above <i>The online version of Microsoft Office 365 is provided to all students free of charge for the creation and submission of school work. If you require a version that is installed on the laptop please be advised to purchase the monthly/yearly Microsoft Office 365 subscription or the latest version of MS Office.</i>
Educational Software	Web browser: Internet Explorer 10 or newer, Microsoft Edge, Google Chrome, Mozilla, Firefox or latest version of Safari. Productivity Package: Office 365 although Microsoft Office offers more features. PDF Reader: Adobe Reader or compatible Flash and Java Additional subject-specific software may be required this will be provided by the subject leads
Backup	Cloud or USB based backup solution: OneDrive <i>Students must ensure that their files are regularly backed up. The school's main online backup is OneDrive which is free to all students.</i>
Security Software	Windows 10 laptop should run Microsoft Security Essentials MacOS X laptops should run ClamXav 2 Sentry

If you require any technical advice before purchasing anything, please feel free to contact our ICT Teacher Mark Harrison; mharrison@dubaibritishschooljp.ae.

Key points:

- All students accessing the BYOD program will be bound by the school's BYOD policy. Students and parents will be asked to sign the BYOD agreement in support of this.
- The BYOD policy requires computers to be running the latest operating system that is supported by their manufacture.
- Mobile phones/smartphones are not classed as a BYOD device due to their limited productivity functionality.

PARENT PARTNERSHIP

At DBSJP we welcome parents as equal partners in the children's education and encourage strong links between home and school. It is important to us that parents feel welcome and involved in the children's education, for research shows that effective parental support helps children to make excellent progress. Having worked hard to create a family-feel environment within our school during the past five years, we now seek to strengthen this further as our school community reaches full capacity.

PARENTAL PARTNERSHIP ACTIVITIES MAY INCLUDE:

- Attendance at coffee mornings
- Attendance at school information sharing sessions and courses
- Membership of our School Advisory Board (SAB)
- Becoming a Class Parent Representative
- Volunteering to help the PTA
- Volunteering to help with school excursions and events



PARENT CONCERNS

We are more than happy to meet with you to discuss any concerns you may have regarding your child's progress or personal development in school. Bring your concerns to us while they are small, for problems which are ignored may grow and become more difficult to resolve. In the first instance please approach your child's teacher. Should your concern remain unresolved, please make an appointment to see the Head of Primary or Secondary.

PARENTS & TEACHERS ASSOCIATION (PTA)

The Parent and Teachers Association is a very active and friendly group of parents and teachers who strive to enhance the experience of the DBSJP community through entertaining events and activities, and to gather funds for the nice-to-have elements that further enrich the school.

Involvement in the PTA can vary from occasional volunteering, becoming a business partner or a member of the group, the choice is yours. If you'd like to join the PTA, be a speaker, offer help from your company, or get involved another way, please contact them at PTA@dubaibritishschooljp.ae

School Dates for Parents 2022-2023

TERM 1

Orientation for new DBSJP students	Friday 26 th August 2022
First day of Term 1 for all students	Monday 29 th August 2022
PD Day for teachers / DL for students	Friday 14 th October 2022
Mid-term break for students and teachers	Monday 17 th to Friday 21 st October 2022
Commemoration Day & National Day*	Thursday 1 st & Friday 2 nd December 2022
Last Day of Term 1	Friday 9 th December 2022
Winter Break	Monday 12 th to Friday 30 th December 2022

TERM 2

First day of Term 2, classes resume	Monday 2 nd January 2023
PD day for teachers / DL for students	Friday 10 th February 2023
Mid Term break for students and teachers	Monday 13 th to Friday 17 th February 2023
Last Day of Term 2	Friday 24 th March 2023
Spring Break	Monday 27 th March to Friday 7 th April 2023

TERM 3

First day of Term 3, classes resume	Monday 10 th April 2023
Eid Al-Fitr- school closed*	Saturday 22 nd to Monday 24 th April 2023
PD day for teachers / DL for students	Monday 29 th May 2023
Eid Al Adha*	Tuesday 27 th to Friday 30 th June 2023
Last Day for students and staff	Friday 7 th July 2023

*Days of Islamic holidays and the start of Ramadan are subject to moon sightings and may differ from the date given.

Total number of school days for students is a minimum of 182.

ISAMS:

The main method of communication we use to share information with parents on general news about the school and events involving your child will be the iSAMS Parent Portal and parent app. Access to the portal is granted prior to your child starting school. iSAMS will allow access to Primary homework, student reports and upcoming events.

Please download the [iSAMS Parent Guide](#) for step by step instructions on how the app works.

COMMUNICATION/PLANNER BOOK:

In addition, each child will be provided with a Home/school Communication Book in Primary. Parents are encouraged to use this book to convey messages to teachers.

EMAIL:

You will also receive the teacher's email address, but please be aware that teachers can only respond to emails after the school day.

SOCIAL MEDIA:

Please feel free to follow our Facebook/Instagram/Twitter and YouTube channels for regular updates regarding school activities and school stories.



@DubaiBritishJP

Please note, that although WhatsApp is commonly used by parents to arrange play-dates etc, please note that this is not an official form of communication and the information shared may not be accurate.

SCHOOL OFFICE OPENING HOURS

Our offices are open Monday to Thursday, 7:30 am to 4:00 pm. Fridays: 7:30 am to 12:00 noon. If you have any queries, please call us on +971 (0)4 552 0247 or e-mail primaryreception@dubaibritishschooljp.ae or secondaryreception@dubaibritishschooljp.ae

SCHOOL POLICIES:

Please note that the below school policies are available on the school's [website](#).

- [Anti-bullying Policy](#)
- [Admissions Policy](#)
- [Behaviour Policy](#)
- [Child Protection and Safeguarding Policy](#)
- [Food Policy](#)
- [Home Learning Policy](#)
- [Inclusion Policy](#)
- [Student Attendance and Punctuality Policy](#)
- [Taaleem Feedback and Complaint Policy](#)
- [Uniform Policy](#)
- [BYOD Policy](#)



If you are new to Dubai, please find useful information in [this document](#). ←

USEFUL CONTACTS:

- Reception (Switchboard): +971 (0)4 552 0247
- Primary Reception (email): primaryreception@dubaibritishschooljp.ae
- Secondary Reception (email): secondaryreception@dubaibritishschooljp.ae
- Admissions: admissions@dubaibritishschooljp.ae
- Registrar: registrar@dubaibritishschooljp.ae
- Accounts: accounts@dubaibritishschooljp.ae
- Clinic/Nurses: nurse@dubaibritishschooljp.ae
- PA to Principal: pa@dubaibritishschooljp.ae
- PA to Head of Primary: papriamary@dubaibritishschooljp.ae
- PA to Head of Secondary: pasecondary@dubaibritishschooljp.ae
- ISAMS Coordinator: isams@dubaibritishschooljp.ae
- ECA Coordinator: ecadmin@dubaibritishschooljp.ae
- Marketing and Communications: marketing@dubaibritishschooljp.ae
- Leela's Lunches: info@leelaslunches.ae
- Arab Falcon Bus Services: farah@arabfalcondubai.ae

FURTHER INFORMATION

Thank you for taking the time to read the information in this handbook. If you require any further clarification please do not hesitate to contact the Admin Team.