



Parent Handbook

*United School International
Primary*



Excellence, Respect, Responsibility, Integrity & Compassion

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Welcome to United School International, Primary



Mr Evason
Executive Principal

It is my pleasure to welcome you to United School International, Primary at The Pearl. This booklet is intended to provide you with a clear overview of the education and experiences your child will receive at USI Primary, together with the standards and expectations we uphold. Our aim is to ensure that every child is appropriately challenged, well supported and given the opportunity to flourish and achieve their full potential within our school community.

At USI, we are committed to fostering values of respect, responsibility, excellence, integrity and compassion, which underpin everything we do and guide each child's journey with us.

It is both a pleasure and a privilege to be the Head of Primary at United School International. I am genuinely proud of how far our school community has come and I feel excited about the opportunities this year will bring.

At USI, we know that children thrive when parents, educators and students work together as one team. Our values of Excellence, Respect, Responsibility, Integrity and Compassion guide everything we do, helping us to create a school where every child feels valued, supported and inspired to keep moving forward in their learning.

This year, my commitment remains clear: to keep our children safe, to ensure they make strong progress in their learning and to create meaningful memories that they will carry with them long after they leave our classrooms.



Mr Myford
Head of Primary



Vision

To prepare all USI students for a rapidly changing world by instilling in them our core values of excellence, respect, responsibility, integrity and compassion.

Mission

To provide a safe, nurturing learning environment where everyone is valued and respected. We will create ambitious learning opportunities for students that will help them develop the knowledge, critical thinking skills, and character necessary to succeed through a first-class British education.

Aim

We aim to ensure that all USI students recognise that hard work, resilience, and commitment are the key factors of success. We will also aim to establish a culture of proactive pastoral care which will focus on their mental and physical wellbeing.







Our school day

Year 1 - 3	Year 4 -6
<p>Soft start – Lesson 1 7-7:45 – Form time (morning activities), interventions and Native Arabic</p> <p>Lesson 2 7:45-8:40</p> <p>Lesson 3 8:40-9:35</p> <p>Break 9:35-9:50</p> <p>Lesson 4 9:50-10:45</p> <p>Lesson 5 10:45-11:30 (45 minute lesson)</p> <p>Lunch 11:30-12:10</p> <p>Lesson 6 12:10-13:05</p> <p>Lesson 7 13:05-14:00</p> <p>ECAs 14:00-15:00</p>	<p>Soft start – Lesson 1 7-7:45 – Form time (morning activities), interventions and Native Arabic</p> <p>Lesson 2 7:45-8:40</p> <p>Lesson 3 8:40-9:35</p> <p>Lesson 4 9:35-10:30</p> <p>Break 10:30-10:45</p> <p>Lesson 5 10:45-11:40</p> <p>Lesson 6 11:40-12:25 (45 minute lesson)</p> <p>Lunch 12:25-13:05</p> <p>Lesson 7 13:05-14:00</p> <p>ECAs 14:00-15:00</p>

Communication with school



ClassDojo: The ClassDojo application is used to maintain strong home-school communication. Teachers will share photographs of learning activities and post important reminders through this platform.

Face-to-face communication: Teaching staff will be available at the classroom entrance each morning to address any brief queries or updates.

Email: For formal communication, staff members may be contacted via email using the format:

firstname.lastname@unitedschool.qa.



Formal meetings: Parents may request a formal meeting with any staff member by booking an appointment in advance.

Weekly bulletin: The weekly bulletin is issued to celebrate pupil achievements and to inform parents of forthcoming dates and events.

Our Leadership Team



MICHAEL MYFORD

HEAD OF PRIMARY



DAISY WALSH

DEPUTY HEAD OF
PRIMARY



HAMISH DEVON

ASSISTANT HEAD



STEPH HOPKINSON

ASSISTANT HEAD
TEACHING & LEARNING



AMY MORRIS

ASSISTANT HEAD
PASTORAL



NOELLE MEENAGH

KEY STAGE 1 LEAD



SAMANTHA SPENCER

HEAD OF EARLY YEARS



KATY BOYLE

KEY STAGE 2 LEAD



TASMIN KHAN

HEAD OF FS1



ELLIE JONES

HEAD OF FS2



JOHANNA WRIGHT

HEAD OF YEAR 1



HARVEY SHEPHERDSON

HEAD OF YEAR 2



EMMA O'BRIEN

HEAD OF YEAR 3



COLLEEN MCVEIGH

HEAD OF YEAR 4



SHERIAR ARJANI

HEAD OF YEAR 5



OLUCHI UCHE

HEAD OF YEAR 6



KERRY GARVEY

WRITING LEAD



KELLY MORRIS

READING LEAD



GRAINNE MCBRIDE

MATHS LEAD



ARIF TEZGEL

SCIENCE & G&T LEAD



ADAM FAITHI

ICT LEAD



See what your child will learn, explore and achieve at every stage



Noelle Meenagh
Key Stage 1 Lead

Key Stage 1 at USI is an important and rewarding phase of the pupils' education, offering lots of fun and meaningful learning experiences each day.

It is an exciting move from the Early Years Foundation Stage, where the pupils continue to learn in a supportive environment that is practical, engaging and enjoyable.

In KS1, the pupils continue to build solid foundations in reading, writing and maths, while exploring a wide curriculum that encourages curiosity and creativity. Our KS1 team works closely with every child to ensure steady academic progress, while also supporting their personal and social development.

We place a strong emphasis on wellbeing in KS1, helping all the children in Years 1-3 to feel safe, happy and confident each day. By encouraging positive attitudes to learning and fostering strong friendships, we help the pupils develop both the skills and the mindset they need to succeed.

Key Stage 1 plays a vital role in preparing children for the next stage of their education in Key Stage 2. Our aim is to support the development of the whole child, giving them the knowledge, confidence and enthusiasm to thrive both in school and beyond.

In **Year 1**, our main focus at the beginning of the year is supporting children as they make the important transition from FS2 into their new Key Stage. We work hard to balance the more structured learning environment with practical and engaging activities that meet the needs of the children. A key priority is developing strong foundations in Phonics and Reading, Writing and Mathematics, while also encouraging creativity and curiosity across the wider curriculum. We place great importance on fostering positive relationships, resilience and a love of learning. Our classrooms are welcoming, child-centred spaces where every child is encouraged to thrive. Working closely with parents, we aim to ensure all children feel happy, settled and ready to succeed.



Johanna Wright
Head of Year 1

See what your child will learn, explore and achieve at every stage



Harvey Shepherdson
Head of Year 2

Year 2 at USI is an exciting and rewarding year where children grow in confidence and independence as learners.

We build on the strong foundations of Year 1, deepening knowledge and developing key skills across all subjects. In Year 2, children explore a wide range of engaging topics ranging from Marvellous Medicines to Kings and Queens. Literacy, phonics and maths continue as our core subjects, with plenty of opportunities to apply learning in fun and meaningful ways. Our classroom learning in Year 2 is further enriched by exciting trips and hands-on experiences that bring the curriculum to life.

In addition, we work hard to develop our problem-solving, teamwork and communication skills, giving the children plenty of opportunity to discuss, debate and share. Throughout the year, we also work on our values, emotions and resilience, to best prepare the children for the next stage of their journey. By the end of Year 2, children are ready to confidently take the step into Key Stage 2 with enthusiasm and pride.

Year 3 marks an exciting step as children begin their journey into Key Stage 2. Pupils gradually move away from a heavy focus on phonics and progress into guided and whole-class reading, where they develop fluency, comprehension and a deeper love of books. In writing, they expand their vocabulary and begin to use grammar and punctuation with increasing accuracy.

In mathematics, children build on the strong foundations of Year 2 through our White Rose Maths spiral curriculum, revisiting key concepts while tackling new ideas such as multiplication and division, fractions and problem-solving in greater depth.

Across the wider curriculum, we follow the National Curriculum, giving children opportunities to explore Science, History, Geography, Art, Computing and more. Year 3 is also about fostering independence, developing confidence and nurturing a curiosity for learning that will carry them through Key Stage 2 and beyond.



Emma O'Brien
Head of Year 3



See what your child will learn, explore and achieve at every stage



Katy Boyle

Key Stage 2 Lead

Key Stage 2 at USI, offers a rich and supportive environment for pupils in Years 4 to 6. Year 4 students will be gently guided through the transition from Key Stage 1, with a focus on building independence and confidence in their learning. Across all year groups, the curriculum will cover core subjects such as Literacy, Maths and Science, alongside foundation subjects like Topic, Art and Computing. Lessons will be engaging, fun and practical, helping children apply their knowledge through real-world activities and hands-on experiences. Year 6 students will receive tailored support to prepare them for the move to secondary school, including transition activities and developing key skills like organisation and resilience. There will be many opportunities for parents to get involved, from curriculum workshops to celebrations of learning and whole school events. We will ensure to place a strong emphasis on celebrating children's achievements, whether academic, creative or personal, through rewards, displays, showcases and assemblies. Overall, Key Stage 2 will be a time of growth, discovery and success for every child.

In **Year 4**, we work together to help children become more independent, resilient and curious learners. This year, pupils will build on their existing skills while also developing confidence and a stronger sense of responsibility for their learning. A key focus is on deepening core knowledge in English and mathematics, alongside fostering curiosity in science and topic. Children are also given more opportunities to work collaboratively, problem solve and think critically. Reading for pleasure and building strong comprehension skills remain a top priority and we encourage support from home with regular reading. Personal, social and emotional development is equally important and we aim to nurture kindness, respect and empathy in all pupils. Year 4 also brings new experiences, such as increased use of digital tools, creative projects and opportunities to represent the school in wider activities. Above all, our aim is to ensure every child feels valued, challenged and inspired throughout their Year 4 journey.



Colleen McVeigh
Head of Year 4

See what your child will learn, explore and achieve at every stage



Sheriar Arjani
Head of Year 5

Year 5 is an extremely important year in your child's educational journey. Our focus is not only new learning, but also in deepening the understanding of concepts that we have learned previously in Key Stage 2. Throughout the year, the year 5 team of teachers and teaching assistants will seek to develop our learners into independent thinkers and doers, further building on their incredible achievements from years 3 and 4. We have a host of enriching and exciting learning experiences planned, including regular trips and visits.

While we will continue our dedication to progress in all academic subjects, in Year 5 we will further embed reading for pleasure and cutting-edge digital tools as vital and relevant elements of our school culture. Children will also focus on their personal, social and emotional development, ensuring that they feel valued, safe and respected as part of our school community.

Year 6 is an exciting and important year, marking the final stage of primary school. Pupils build on their knowledge in English, focusing on grammar, spelling, punctuation and developing mature writing skills. In Maths, they consolidate their understanding of fractions, decimals, percentages, algebra and problem solving. Reading comprehension is a key focus, with children learning to analyse and discuss texts in greater depth. Science topics, such as electricity, light and the human body, encourage curiosity and critical thinking. Alongside academic progress, children work on resilience, independence and collaboration to prepare for new challenges. Most importantly, Year 6 supports a smooth transition into secondary education, helping children feel confident, ready and excited for the next stage of their learning journey.



Oluchi Uche
Head of Year 6



Our Arabic and Islamic department



Bassam Dahbour
Head of Arabic
and Islamic



At United School International, we are committed to celebrating and embedding Arabic, Qatari History and Islamic Studies across all aspects of school life. We carefully follow the Ministry of Education and Higher Education guidelines to ensure that students receive the required learning hours for each subject.

The Arabic Department provides high-quality lessons for both native and non-native speakers, fostering a love of the Arabic language and culture. In addition, Islamic Studies is taught to all Muslim students, including those who are non-native Arabic speakers, with careful attention given to accessibility and understanding.

Qatar History lessons help students appreciate the heritage, traditions and values of the State of Qatar. Beyond the classroom, our school celebrates a wide range of cultural and religious occasions such as Qatar National Day, Ramadan, Garangao and both Eid festivals.

The department also organises local educational trips, participates in Quran and Hadith competitions and facilitates the daily performance of Dhuhr prayer within the school. These experiences give students opportunities to deepen their cultural and religious understanding, strengthen their identity and build a sense of community.

Through this integrated approach, we aim to nurture respectful, knowledgeable and globally minded students who are proud of their heritage and open to the world.





Our curriculum

At USI, we aim to inspire a **love of maths** in all our learners. We use the White Rose scheme as a guide, adapting it to provide hands-on, practical experiences and connect learning to real-life situations including examples relevant to Qatar. Children are encouraged to talk about maths, reason and explain their thinking, building confidence and problem-solving skills. Lessons are engaging, enjoyable and appropriately challenging, helping every child develop strong mathematical skills, curiosity and a genuine enjoyment of the subject.



At USI, we provide a consistent approach to **Reading and Phonics** using the Read Write Inc. programme. Lessons build strong foundations, fluency and confidence, while regular assessment ensures support for every learner. Across the school, we foster a love of reading through rich, engaging and diverse opportunities.

We believe every child is a writer with a voice worth sharing. Using Talk for Writing, pupils explore stories, non-fiction and poetry, develop language and writing skills and create original work. Writing is celebrated across the school, helping every child become a confident, purposeful and passionate writer.



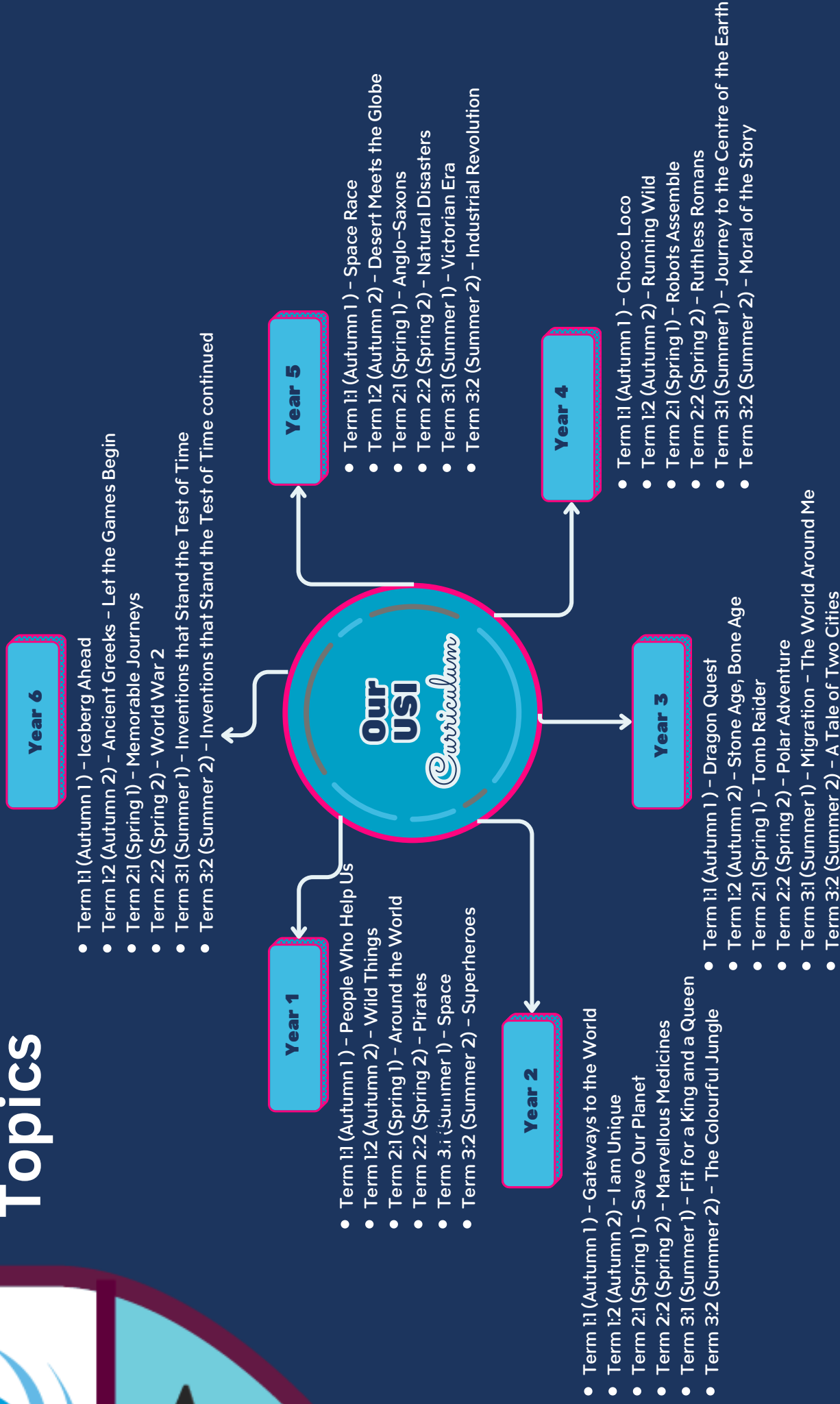
Our **science curriculum sparks curiosity and a love of learning**. Through hands-on investigations, pupils build knowledge, critical thinking and problem-solving skills, connecting science to real life and global issues. We foster creativity, collaboration and responsibility, empowering every child to think scientifically and make a positive impact.

The **Primary Computing curriculum** follows the UK National Curriculum for Computing. Pupils learn to use technology safely and responsibly, develop programming and problem-solving skills, understand computer networks and evaluate digital content. By Year 6, they are confident digital citizens ready to use technology for learning and beyond.

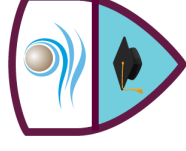
Alongside class teacher lessons, **our school offers specialist teaching** in Art, Performing Arts including Music and Drama, Modern Foreign Languages - French, Spanish and non-native Arabic, and Physical Education. These lessons are delivered by specifically trained teachers, providing pupils with high-quality, engaging experiences that develop skills, creativity and confidence across the curriculum.



Our Curriculum Topics

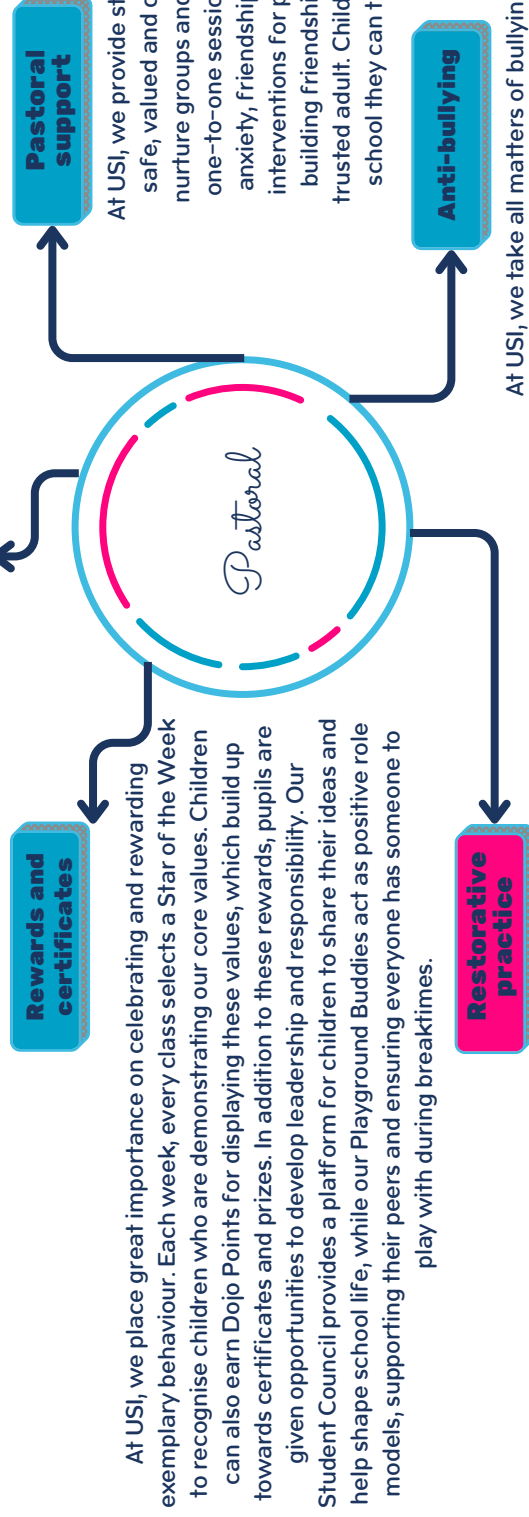


Our Pastoral Curriculum



PSED curriculum

At USI, we follow a Personal, Social and Emotional Development (PSED) curriculum which is taught weekly in every class. This programme supports children in developing important life skills, helping them to understand themselves and others and preparing them to make positive choices. In addition, teachers lead weekly year group assemblies where key themes from the curriculum are explored further, such as road safety, personal space and boundaries. Throughout the year, children also learn about healthy habits, safe and responsible use of technology, building and maintaining positive relationships, regulating emotions and respecting diversity.



At USI, we place great importance on celebrating and rewarding exemplary behaviour. Each week, every class selects a Star of the Week to recognise children who are demonstrating our core values. Children can also earn Dojo Points for displaying these values, which build up towards certificates and prizes. In addition to these rewards, pupils are given opportunities to develop leadership and responsibility. Our Student Council provides a platform for children to share their ideas and help shape school life, while our Playground Buddies act as positive role models, supporting their peers and ensuring everyone has someone to play with during breaktimes.

At USI, we believe that positive relationships between children and teachers are the foundation of positive behaviour in school. A calm and supportive environment helps children feel safe and understood, allowing them to achieve their full potential. We follow a restorative approach to behaviour, as we believe the best way to support children is by talking through their behaviour in a calm and constructive way. This helps us to understand the reasons behind their actions while giving children the opportunity to reflect, recognise the impact of their choices and consider how they might act differently in the future. Through restorative conversations, we model positive behaviour and guide pupils towards making better choices next time.

Pastoral support

At USI, we provide strong pastoral support to ensure every child feels safe, valued and cared for. Our Assistant Head of Pastoral leads nurture groups and we have a school counsellor available to offer one-to-one sessions to support children with challenges such as anxiety, friendship issues or family loss. We also run social skills interventions for pupils who may need help with self-regulation, building friendships or simply spending one-to-one time with a trusted adult. Children know there are always supportive adults in school they can turn to whenever they need someone to listen.

Anti-bullying

At USI, we take all matters of bullying very seriously. Any concerns or claims of bullying are carefully monitored, fully investigated and acted upon – bullying is never tolerated in our school community. We ensure that children are regularly educated on what bullying is; how to recognise the signs and what to do if they ever feel affected. This is not limited to Anti-Bullying Week; it is an ongoing part of our curriculum through PSED lessons, assemblies and daily school life. We also address specific themes such as cyberbullying during Safer Internet Week, while consistently promoting kindness, respect and the celebration of differences throughout the year.

Uniform at USI



At United School International, we expect students to arrive at school in the **correct uniform**. All students must wear plain black shoes (not trainers) whilst at school, unless taking part in PE or sporting after-school activities. Wearing school uniform is important because it promotes a sense of belonging, equality and pride in our school community.

Our school uniform is supplied by **Zaks Uniforms**.

The uniform shop is also open on campus in the lead up to the start of each term and usually during the first 1-2 weeks of term.



What to bring to school

Food in school:

- School lunches are provided by an external catering company and can be pre-ordered online.
- Years 4 and above: Students may choose their own lunch using a cashless swipe-card system.
- Packed lunches: Parents may provide a healthy, nutritious lunch from home if preferred.
- Snacks and lunches must not include sweets, chocolates, cakes, fizzy drinks or fast food.
- No-nut policy: **Strictly no nuts**, mangoes, coconut, sesame seeds, Nutella or similar products.
- Food sharing is not permitted.
- Healthy lunches are essential for effective learning; all students must bring a packed lunch or purchase from the canteen.

Please ensure that the school bag does not have wheels, as these do not fit in the student lockers.

Stationary in school:

Years 1 & 2 will require the following items for everyday use within the classroom.

Please ensure every item is clearly labelled with the student's name.

- 1 small to medium-sized pencil case (no large/A4 style)
- 6 HB lead pencils (please replace throughout the year)
- 2 rubbers/erasers
- 1 pencil sharpener
- 6 whiteboard markers (please replace throughout the year)
- 4 solid glue sticks – Bostik/Pritt Stik brand preferred
- 30cm ruler (no bendy rulers)
- Small scissors
- Coloured pencils • 1 plastic document wallet
- Library bag
- Paint shirt (or an old shirt)
- Water bottle

Years 3 - 6 will require the following items for everyday use within the classroom.

Please ensure every item is clearly labelled with the student's name.

- An A4 plastic-sleeved display folder
- 2 x document sleeves for Reading and Maths word mats
- Black and green pens
- 2 x blue, black and red whiteboard markers
- 10 x lead HB pencil
- 2 x rubbers/erasers (small)
- Small pencil case
- 30cm ruler wooden/plastic (no metal/no bendy)
- 2 x glue sticks
- A protractor and compass
- Coloured pencils
- A library bag
- Paint shirt/old t-shirt
- Water bottle

Attendance at USI

Attendance

- At USI, we place the highest importance on attendance. If children are not in school, we cannot teach them and they miss valuable learning opportunities. Lessons often build on one another and topics may not be revisited in the same way, which can lead to gaps in understanding. Extended periods of absence can also make it challenging for children to transition back into the routines of school life.
- We fully understand that children may occasionally be unwell and that family travel is sometimes unavoidable. However, we kindly ask that travel is kept to school holidays wherever possible, as absence during term time can have a significant impact on a child's academic progress, social development and emotional wellbeing.
- Attendance is carefully monitored and your child's class teacher is here to support you if required. Please don't be concerned if a member of staff invites you to meet to discuss your child's attendance. These conversations are intended to be supportive, not judgmental. Our aim is always to work together with you to ensure the very best for your child, offering help and guidance wherever it may be needed.
- We are one team and want to work together for the best outcomes for every child. For example, if attendance is low because a child feels unhappy at school, we will work alongside you and your child to improve their wellbeing and, in turn, increase their attendance.

Our USI

Attendance

Punctuality

- At USI, punctuality is incredibly important as we strive to showcase our core value of excellence. Each morning, staff warmly greet children at the classroom door, providing a welcoming and positive start to the school day. This also offers parents an opportunity to share any ideas, celebrations or concerns directly with the class teacher.
- At 7:45am, teaching and learning promptly begin. From this time, staff are fully focused on delivering lessons and the opportunity for face-to-face contact is no longer possible, as our priority is high-quality teaching and learning.
- Alongside this, our morning "soft start" plays a vital role in supporting pupils. It allows children to revisit and consolidate learning from the previous day, for example, addressing any misconceptions in maths, and provides targeted time for interventions with both teachers and teaching assistants.
- Every minute of the school day is precious. We kindly ask that children arrive before 7:45am to ensure they benefit fully from the learning opportunities available right from the start of the day.

Keeping Children Safe in Education

- Keeping Children Safe in Education (KCSIE) 2025, highlights that unexplained or prolonged absence can be a safeguarding concern, as children who are not attending school may be at increased risk of harm. This is why we monitor attendance carefully and respond promptly if concerns arise.



Our reporting and communication guide

At United School International, we believe that well-designed and planned communication with families plays a key role in improving attendance, fostering positive relationships and supporting a student's overall academic achievements. Throughout the school year, we organise various occasions that allow for meaningful parent-teacher interactions.

On a daily basis, a member of staff is present at the classroom door during our soft start in the morning to facilitate any communication that is needed. We also use Class Dojo to connect parents with all teachers, ensuring easy communication. Additionally, all staff members are accessible via their email addresses for any inquiries or updates.

Term 1	Meet the teacher <i>This is a valuable opportunity for parents to meet the class teacher, connect with other parents in the class and receive essential information about the year ahead.</i>
	Year Group Coffee Morning <i>The senior leadership team will provide parents with key information specific to their child's year group. This presentation will cover the curriculum, topics for the year, leadership opportunities for students and any other relevant details.</i>
	Settling in note <i>This will consist of a pastoral comment focusing on how the student has settled into the school routine, how they are establishing friendships and their attitude to learning.</i>
	Exit Points <i>An exit point in school is a culminating activity at the end of a learning unit where students showcase their knowledge and reflect on their progress. We invite parents to join us in celebrating this through presentations, exhibitions, performances or interactive activities that highlight the students' achievements.</i>
	Parent-teacher meetings <i>We invite parents to book a one-on-one meeting with the class teacher to discuss their child's attitude toward learning and academic progress.</i>
	Academic report <i>An academic report is provided to parents, outlining the student's attainment grades in all subjects and their attitude toward learning. This serves as a basis for further discussion during parent-teacher meetings.</i>



Our reporting and communication guide

Term 2 (including Ramadan)

Exit Points

An exit point in school is a culminating activity at the end of a learning unit where students showcase their knowledge and reflect on their progress. We invite parents to join us in celebrating this through presentations, exhibitions, performances or interactive activities that highlight the students' achievements.

Academic report

An academic report is provided to parents, outlining the student's attainment grades in all subjects and their attitude toward learning, this will also include next steps for the core subjects. This will give parents a clear understanding of the areas in which their child needs to focus on to ensure progression. Within this report there will be a pastoral comment from the class teacher to highlight the student's attitude to learning.

Term 3

Final Celebration of Learning

A Celebration of Learning is the final exit point of the academic year, designed to celebrate the progress and achievements made throughout the school year. This event provides an opportunity for students to showcase their learning and share their growth with parents and families.

Parent-teacher meetings

We invite parents to book a one-on-one meeting with the class teacher and specialist teachers to discuss their child's attitude toward learning and academic progress.

Academic report

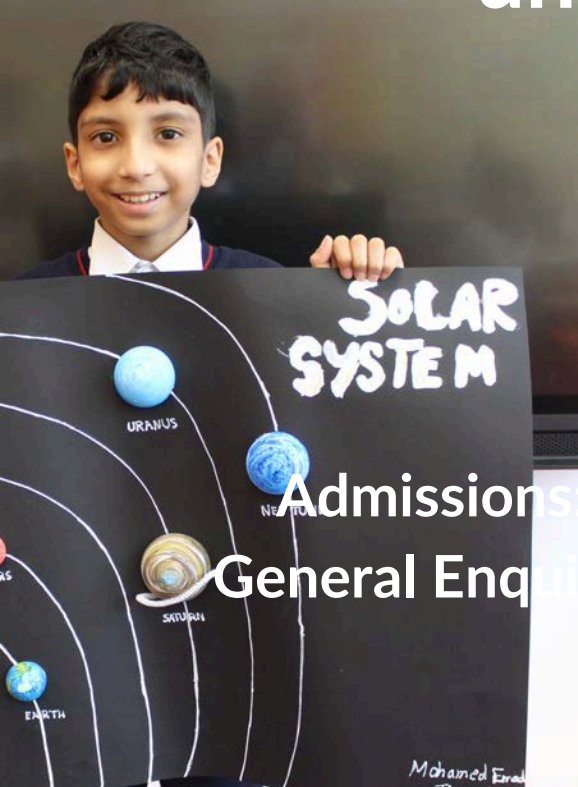
The final report of the academic year will include an attainment grade and an assessment of the student's attitude to learning. Each core subject will feature an overall comment that highlights the student's strengths and progress throughout the year. Additionally, the class teacher will provide a pastoral comment, focusing on the student's personal development and progress over the year.

Transition coffee mornings

To help students and families prepare for the next academic year, we will host a coffee morning where parents can meet the new teachers and leadership team. This event will provide valuable insights into key updates, expectations, and preparations for the year ahead.



unitedschool.qa



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