

## WELCOME TO NOTRE DAME Academic Year 2023-24

### From the headmistress,

Welcome to Notre Dame International High School (NDIHS). By choosing to attend NDIHS, you have made a significant decision that will shape your educational journey and contribute to your personal growth. Whether you are a returning student or joining us for the first time, the upcoming school year holds numerous new challenges and exciting experiences for you.

The mission of NDIHS is to prepare students for success in the global community, equipping them with the necessary tools to become lifelong learners. We foster the development of critical thinking and communication skills through inquiry and collaboration, while emphasizing personal and social responsibility. We encourage students to cultivate compassion, respect for diverse cultures, environmental sustainability, appreciation for different perspectives, and work towards a more harmonious world built on intercultural understanding.

As we continue to grow together as individuals and as a community, it is vital to keep our mission at the forefront of our minds. Our diverse student body offers us the opportunity to connect with people from various cultures on a daily basis. This allows us to discover common interests and concerns, bridging the gaps between our unique backgrounds and experiences. Our small school has nearly twenty nationalities represented, each with their own captivating stories to share. We encourage you to take advantage of this time together, to learn from one another and forge meaningful connections.

Parents and students are urged to carefully read through this newsletter, as it provides essential information about what to expect, packing guidelines, travel organization throughout the year, and how to stay updated on your progress through Managebac. Managebac is our online record-keeping system that allows you to access grades and attendance information. Given the distance from your parents, it is crucial for them to continue supporting you academically, and Managebac serves as a communication platform, offering direct access to teachers through email. You will also receive the updated Student Handbook for review before your arrival.

We eagerly anticipate meeting you in September.

Mrs E.CHAMPEIX  
Headmistress

## NDIHS Important Dates 2023-24

**Sunday, September 3 (from 1.30 pm):** Move-in day for dormitory students.

**Monday, September 4 :** *All students report to school at 8:30am for the first day of school/orientation.*

Dismissal is at 16:30.

**Marking periods:** Grades are posted to Managebac regularly throughout the year. Mid-semester reports are sent in Semester 1 and 2.

End of Quarter 1 marking period: Friday, November 17

End of Semester 1 marking period: Saturday, January 27.

End of Quarter 3 marking period: Friday, April 5

End of Semester 2: Wednesday, June 19.

### **Semester Exam Weeks:**

Semester 1 Finals - Monday January 22 to Friday January 26

Semester 2 Finals - Monday June 10 to Friday June 14

**Ap Exam Weeks :** May 6-10, May 13-17

**Vacations:** No authorizations for early departures or late returns will be granted.

Toussaint vacation: Friday, October 20 after 12:30- Sunday, November 5

Christmas vacation: Friday, December 22 after 12:30 – Sunday, January 7

Winter vacation: **Thursday, February 8 after 16.30 (departure possible on Friday morning)** – Sunday, February 25

Spring vacation: Friday, April 5 after 12:30 – Sunday, April 21

### **Public Holidays (no school):**

Monday, April 1 (Easter Monday)

Monday, May 1 (Labor Day)

Wednesday-Friday, May 8-10(Ascension)

Monday, May 20 (Pentecost)

### **Bell schedule:**

8:30	Period 1	12:25	Lunch
9:25	Period 2	13:35	Period 5
10:20	Morning Break	14:30	Period 6
10:35	Period 3	15:25	Afternoon Break
11:30	Period 4	15:40	Period 7
		16:35	Period 8

## NDIHS Essential Information

### Règlement Intérieur / School regulations

Attached to this newsletter, you will find the document entitled Regulations for Students of the Lycee and High School 2023-24. This document will tell you everything you need to know about daily life on campus. You will be responsible for this information from the first day of school so make sure you take the time to read it so you are ready to ask questions during orientation.

### Managebac

At the start of the school year, parents and students are assigned login credentials to Managebac-our student record-keeping system-during the first week of school. Managebac provides students, parents, and host parents access to information about grades, attendance, schedules, courses and school fees. It also provides access to teacher email accounts to help facilitate communication between the school and parents.

Parents are expected to monitor Managebac regularly to keep up-to-date on their child's academic progress. Managebac allows for multiple parent accounts to be created per student. Therefore, both parents and host parents can have their own username and password that is linked to the official parents' email addresses as provided at registration.

### Student accounts

The Miscellaneous fee paid on the Nacel invoice covers miscellaneous charges including library subscriptions, MAP testing, lab and IT fees, and some school and class excursions. Charges may be added throughout the year.

Additional charges may include school, class or club trips, transcript and graduation charges, consumable books and materials, replacements for lost dormitory keys (150€), damaged or lost books, damage to school property, etc. These additional fees are paid directly to the school.

No final school reports are provided to students or schools until all fees are paid.

### Lunch

Daily lunch in the school cafeteria is included in the school fees and is accessed via students' cantine cards as per the school rules document. Further information will be provided during orientation.

### Dormitory life

Dormitory rooms include a bed, desk, closet, nightstand and sink. Rooms are assigned as singles by dorm staff. Showers and toilets are either ensuite or communal depending on the room assignments. Communal facilities are assigned in groups of 4 or 5 for sanitation purposes. Dorms are on the 2nd & 3rd floors so plan on climbing stairs to access the dorms.

Electrical appliances (toasters, coffee makers, electric blankets, refrigerators,etc.) are not permitted in bedrooms.

Students are permitted to decorate the walls of their dorm room with posters or pictures but may not use nails or permanent hardware to affix anything to the walls. Patafix is the only adhesive that is permitted for use on dormitory walls.

The dormitory is closed and students are not permitted in the dorms between 8h30 and 17h30 on school days. In the event that a student is sick during the day and cannot attend class, the student must report to the infirmary at the time the dormitories close.

Laundry is done weekly by an outside laundry service for 7-day boarders and dorm students who stay in host families on the weekend. It is not advised to send any very expensive or delicate clothing to the laundry. There is a dry cleaner in town for these items. Neither the school nor laundry service assume responsibility for lost or damaged clothing. Laundry is billed at an average allowable amount of laundry. Students who exceed the allowed amount may be subject to additional fees.

See the Dormitory Rules document for further details.

## Internet

The campus has internet available throughout campus. All students must bring a laptop or tablet with installed updated antivirus software.

## What to pack

Bring enough clothes (appropriate for school-see handbook) for 2-3 weeks. It will get cold by late October and the temperature in the winter will be as low as 0° Celsius. Refer to Appendix A: Article 2 of the student handbook for information on the dress code.

You may need an adapter for your electronics. France uses TYPE E sockets (230 V, 50 Hz). All electronics must be inspected by the school electrician or dormitory supervisor prior to use in the boarding quarters.

### General Supplies

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| <input type="checkbox"/> batteries and adaptor for French plugs for electronic devices | <input type="checkbox"/> heavier jacket or winter coat       |
| <input type="checkbox"/> copies of important documents                                 | <input type="checkbox"/> scarf, hat & gloves                 |
| <input type="checkbox"/> medication (translated prescriptions are required)            | <input type="checkbox"/> slippers/flip flops for the shower  |
| <input type="checkbox"/> musical instrument  | <input type="checkbox"/> swimsuit                            |
| <input type="checkbox"/> raincoat  | <input type="checkbox"/> toiletries                          |
| <input type="checkbox"/> running or training sneakers                                  | <input type="checkbox"/> reusable face masks (one box of 50) |
| <input type="checkbox"/> workout clothes (t-shirt, shorts, sweatpants)                 | <input type="checkbox"/> hand sanitizer                      |
|  | <input type="checkbox"/> umbrella                            |
|  | <input type="checkbox"/> bathrobe (required in dorms)        |

### School Supplies

- school backpack
- Paper dictionary Your language to English
- laptop/tablet (required-with updated anti-virus software)
- USB flash drive (minimum 4 GB)
- graphing calculator ( TI-83+, TI-84, etc)
- pens & pencils
- notebook for each subject
- 3 binders and a pack of dividers
- rulers
- erasers
- colored pencils
- blank lined paper (French and standard)
- glue sticks
- scissors
- tape

There is a pharmacy and grocery store within walking distance of the school.

### **What NOT to pack**

- Linens and bedding (they are provided)
- Very valuable clothing.
- Expensive jewelry, handbags, and other accessories.
- More luggage than you can comfortably transport on your own.
- Hair dryer, curling iron or clothing iron. Foreign electronics are often not compatible in France-even with adapter plugs- and must be purchased locally.
- Travellers' checks. Stores do not accept them and banks will not cash them.

### **Allowance**

Students should be provided with 200-250€ per month in spending money (perhaps more during the vacation periods). Borrowing money from other students or host families is not permitted.

Students should not be provided with an excessive amount of money nor be permitted to make extravagant purchases while at school. All of their basic needs are met while on the program and this will minimize problems with theft.

Opening a local bank account is not an option. Credit cards, or debit cards are the most popular way to manage/obtain funds. Be sure to check with your bank and inform them of your travel plans. Card companies and banks may deactivate your card if they see unusual transactions to your account.

### **Cell phones**

Students must have a cell phone that is able to make and receive local calls during their stay in France.

The following phone providers have reasonable plans:

[www.free.fr](http://www.free.fr) [www.sfr.fr](http://www.sfr.fr) [www.orange.fr](http://www.orange.fr) [www.bouyguestelecom.fr](http://www.bouyguestelecom.fr)

Students will be provided with essential phone numbers during orientation.

### **Packages, mail, deliveries**

Only boarding students are permitted to receive mail at school (see Dormitory Regulations for details). Students in host families or local students must use their local home address for all mail. Mail or packages received for non-boarding students will be returned or refused.

Be aware that items ordered from outside of France or the EU are subject to customs charges that are not typically communicated at the time of the order. Students are frequently caught by surprise when they are issued a customs charge at the time of delivery. These charges can exceed 50% of the cost of the item purchased. Great care should be taken when ordering online.

### **Travel tips: health and safety**

You should take the same common sense safety precautions abroad that you would at home. Be aware of your surroundings, keep your valuables concealed, be prudent around strangers, and heed safety advice from the staff at Notre Dame International High School.

Below are some general tips for staying safe when traveling:

- Photocopy your passport, credit cards, plane tickets, driver's license, and other important documents - leave one copy in your dorm room or with your host family and keep another one with you, separate from the originals.
- On trains, keep bags as close as possible and cell phones out of sight.
- Cell phones must be charged and have service for local calls.
- Make sure someone else always knows your itinerary.
- Don't go anywhere alone.
- Always stay in well-lit and well-traveled places. Don't take shortcuts through alleys or unsafe areas.
- Make sure you can hear what's happening around you, especially if you are on the phone or wearing headphones.
- Stay alert and trust your intuition when you feel you may be in danger. If you feel you may be getting into an uncomfortable situation, try to get to a safe place as soon as possible.

### **AP ENGLISH - suggested summer preparation**

Dear students, the AP English programme has a challenging syllabus with a substantial reading list. If you are a grade 12 student and you're interested in taking this class, here's a short reading list that you should familiarize yourself with to make your first semester easier.

#### Summer Reading List:

Frankenstein by Mary Shelley

Persepolis by Marjane Satrapi

The Crucible by Arthur Miller

**Science summer assignment - see the document attached. (for all students)**