We would like to take this opportunity to extend a warm welcome to your family and to offer some practical information to help your child/ren in their transition to UNIS Hanoi.

Click on the link to go direct to the information you need:
- **ECC students entering Discovery, Kindergarten 1 and Kindergarten 2 programmes**
- **ECC and Elementary School students – Items to bring to school**
- **Middle/High School students – Items to bring to school**
- **Lunch and Snack break for Elementary and Middle/High School**
- **Co-curricular information for new families**
- **Parent access to Information Technology at School**
- **Our Community**

**New Students Starting School**

Your family will be provided with a Welcome Folder on **Orientation Day – Tuesday August 18**. The folder will contain a personal welcome letter detailing your child’s homeroom and class teacher as well as their House Animal placement. It will also contain family identity cards and other important information.

On Orientation Day your family will have the opportunity to meet key faculty and staff members as well as students and returning families. Your family will also have time to complete practical tasks such as purchase PE/House shirts and lunch vouchers.

Class schedules will be provided on the first day of school.

School hours can be accessed by clicking here.

Bus information is on a separate document – please see the **Starting School Resources Centre** transportation section.

**ECC students entering Discovery, Kindergarten 1 and Kindergarten 2 programmes**

For students entering Discovery, K1 and K2 please refer to the transition programme information on the **Starting School Resource Centre**. Any concerns that parents may have about their child’s transition should be discussed directly with the classroom teacher by arranging a meeting after school hours.

Please refer to the **ES Handbook** and **Grade Level Guides** for detailed information about the ECC programmes.

You are required to provide a healthy snack for morning break time; however for lunch, you may choose to prepare food from home or purchase canteen lunches. The lunches provided by the canteen are on a “set menu” basis and are delivered to the ECC children to eat in their classrooms.

The general information is here on our website. Full details, inclusive of prices and current menu are available to all families in the weekly school newsletter the **Tin Tuc**. In order to register your child with J&J Food Service, please contact them directly at canteen@unishanoi.org.

**ECC and Elementary School students – Items to bring to school**

Please ensure that your child comes to school with a sun-hat and sunscreen as necessary. Students are required to wear a hat at recess and during PE. UNIS Hanoi requires children to bring a water bottle. Safe drinking water fountains are available throughout the school. Students will require swimming gear (one piece suit for girls) and a towel. School bags large enough to carry an A4 folder and a change of clothes for younger children are recommended. The school provides all necessary stationery supplies for children. UNIS Hanoi does not have a school uniform but younger children are encouraged to wear comfortable clothing without difficult fastenings. Details of your family’s student house will be provided in the welcome folder and you are encouraged to purchase a House Animal t-shirt for PE.
Middle/High School students – Items to bring to school
The school issues each student with a tablet computer however, stationery such as pencils, pens, highlighters and a calculator should be provided from home. Students in grades 6-8 should have a Casio scientific calculator. All grades 9-12 need to have a TI-Nspire CX (non CAS) calculator. Calculators are available for purchase at the UNIS Hanoi Business Office. Students will require swimming gear (one piece suit for girls) and a towel. MS/HS School students are required to follow the standards of the dress code as outlined in the MS Handbook and HS Handbook.

Lunch and Snack break for Elementary and Middle/High School
ES and MS/HS students must purchase lunch vouchers from the canteen or bring a packed lunch from home. General Canteen information, including price lists and weekly menus are available here on our website. You are encouraged to purchase lunch tickets directly from the canteen in advance of your child’s first day. For ES students, you are required to provide a healthy snack for morning break time; however, you may choose to prepare food from home or purchase canteen lunches. MS/HS student have access to the canteen Deli during break periods. ES students are not allowed to purchase from the Deli canteen.

Nut and Allergy Aware Campus
UNIS is a Nut and Allergy aware school. Students may bring nuts onto campus; however, we ask parents to be aware of harmful allergens that may trigger an allergic reaction in a student at school. We ask parents when preparing food that will be shared in a class party or other UNIS events, that the food being provided, is clearly labelled with all known ingredients.

The school cafeteria prepares food without known nut products; however, some foods may contain traces of nuts. Parents of students with known allergies are required to complete an Allergy Action Plan and or a Asthma Action Plan. Please visit the School Health Centre to discuss your child's allergies, allergy action plan and medications.

Co-curricular information for new families
We consider Co-Curricular Activities to be essential for every student’s development. We have a dynamic and ever-evolving programme designed to offer a wide range of opportunities for the children and young adults of our school community.

- A wide range of co-curricular programmes are available to all students enrolled in Discovery and above. Detailed information will be communicated to all families prior to the opening of registration.
- The Community Education Programme (ComEd) and Saturday Soccer offer opportunities for both children and parents to participate in programmes that involve participants from the greater Hanoi community.
- All UNIS Hanoi families can access the fitness centre and swimming pool by joining the Energize members club. Please see the Energize page for information along with the application form.
- The UNIS Music Academy (UMA) offers students opportunities to have specialist lessons either after school or on Saturday mornings. Students may rent instruments through the programme. For more information about music lessons, please contact the Music Academy directly at umaofficer@unishanoi.org.
- The Aquatics Academy offers programmes for beginning swimmers through to experienced competitive swimmers.

Parent access to Information Technology at School information
UNIS Hanoi uses a wide range of technology to support student learning. TechConnect has many resources for both ES and MSHS parents to help you and your child successfully use technology at school. Please take a look at our UNIS Hanoi Tech Handbook for information about the Technology Programme.

We have created UNIS Guest access to allow personal devices to be linked to our WIFI access. Guest bandwidth is limited and shared among all guests using the network as we reserve most of the bandwidth for teaching and learning. Office secretaries have login information for campus guests.
Families are welcome to utilize the library catalogue and resources to borrow books or access the school information network. Parents will be provided with usernames and passwords which will enable direct access to information on ISIS Family (used for student reports, ASA registration and conference registration) and the UNIS Hanoi Parent Hub used to access the parent directory.

There will be Tech Training Sessions for parents on Orientation Day and also in the early weeks of school to assist with introductory training on using these two key applications within the school and we highly recommend all parents attend one of these sessions.

Our Community
There will be many opportunities for you to get involved in school and community life at UNIS Hanoi throughout the academic year and we actively encourage you to participate in the school you have chosen for your child. You will receive plenty of information once the school year starts, but if you have any questions please don’t hesitate to contact Nathalie Grun, the Community Liaison Officer, in the Advancement Office (Building 7). We also have a very active parent and teacher community group, the School Community Organisation (SCO), who will be ready to answer any questions you may have on Orientation Day and also organise fun events for the community. Parents can also share their knowledge and talents with the UNIS Hanoi Board of Directors. There are many committees and task forces which can use your expertise in the areas of Finance, Campus Development, Advancement, etc. Contact the Board Assistant for further or see the Board pages of the website.