



DASMAN دسمن
BILINGUAL SCHOOL مدرسة ثنائية اللغة

Student-Parent Handbook

Dasman Bilingual School – Middle School Division

2026–2027 ACADEMIC YEAR

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About Us

Dasman Bilingual School, formerly Dasman Model School, opened in 1996 with 400 students. Today it spans seven buildings and is home to one of the largest private school campuses in Kuwait and is the only school that promotes inclusiveness and integration between mainstream and special needs students.

The DBS Middle School (Grades 6–8) includes mainstream and Learning Support Unit (LSU) programs, catering to students of diverse backgrounds, abilities, and needs. Academic programs include McGraw Hill Reveal Math, Inspire Science, Study Sync, and advanced math all aligned with Common Core standards.



Empowering Learners for a Better World

At DBS, we prepare students with the knowledge, values, and skills to succeed in a changing world. Through the integration of the **United Nations Sustainable Development Goals** and 21st century skills, learners are encouraged to think critically, communicate effectively, collaborate, and take responsible action.

Critical Thinking

Inquiry-based learning that challenges students to question and analyze

Global Citizenship

Compassionate, creative, globally aware contributors to a sustainable future

Effective Communication

Articulating ideas and connecting with diverse perspectives

Our Educational Objectives

Portrait of a Dasman Graduate

Our graduates are global, curious, resilient, and adaptable citizens. Armed with critical thinking and collaboration skills, they approach the future with open minds, embrace technology responsibly, and contribute positively to their communities and environment.

High-Quality Teaching & Learning

DBS defines learning as the acquisition of knowledge, skills, values, and competencies for everyday application. High-quality teaching involves inquiry-based learning, clear communication, differentiated instruction, and ongoing assessment. Every teacher is expected to be a good teacher — *no child deserves less*.

Monthly Values & Accreditation

Monthly Values Program

Our character education program establishes a safe, nurturing, and inclusive learning environment. It nurtures essential qualities that equip students to thrive as global citizens, excel in the workplace, and succeed academically serving as the foundation for all our objectives.

Accreditation

DBS proudly holds global accreditation through membership in the **Council of International Schools (CIS)** and the **New England Association of Schools and Colleges (NEASC)**. Our most recent re-accreditation was in 2022, and we are currently in the self-study stage of our next cycle.

Dasman Lesson, Learner & Classroom Readiness Frameworks

DBS has developed three interconnected frameworks that guide how lessons are designed, how learners are expected to engage, and how classrooms are structured to maximize student success. These frameworks ensure consistency, high expectations, and a supportive environment across all grade levels and subjects.



Lesson Readiness

Structured lesson design with clear objectives, engaging activities, and purposeful pacing to maximize learning time



Learner Readiness

Students arrive prepared, focused, and equipped with the mindset and materials needed to engage fully in learning



Classroom Readiness

A well-organized, inclusive, and respectful classroom environment that supports all learners and promotes collaboration

Curriculum & Subjects

Bilingual Curriculum

DBS integrates **American and Arabic standards**, offering a well-rounded education emphasizing rigorous academics, character development, and cultural awareness. Guided by exceptional teachers and individualized support, students gain the knowledge, skills, and values to excel academically, personally, and socially.

American Curriculum Subjects

- English Language Arts
- Math, Science, Arts, ICT
- Music, Physical Education, Counseling

Arabic Curriculum

Developed by the Ministry of Education and the National Center for Educational Development of Kuwait, the Arabic curriculum includes:

- Arabic Language
- Social Studies
- Islamic Education
- Holy Quran



FLEX Lessons

FLEX lessons are a structured learning opportunity designed to support students' academic progress, wellbeing, and personal skill development. Students may be assigned to or choose from different categories based on their needs and teacher recommendations.

Make-Up & Study Hall

Complete missing work and prepare for upcoming assessments in a focused setting

Academic Intervention

Receive targeted support to address learning gaps and strengthen subject skills

Wellbeing & Golden Skills

Reflect in a quiet space or explore areas of personal interest and growth

Learning Support Unit (LSU)

Mission

The LSU helps each student achieve their potential by nurturing self-worth and building on their specific learning style. In partnership with families and the school community, we provide students with the skills and self-awareness to deal effectively with their learning difficulties.

Program Overview

The LSU meets the needs of students with learning difficulties including dyslexia, expressive/receptive language differences, and processing and memory challenges. Admission is based on PAD/parental/teacher request and Child Study Review Team recommendation, including psychologist assessment.

Every LSU student has an **Individual Education Plan (IEP)** outlining learning goals, modifications, and support. Instruction is paced appropriately, using auditory, visual, and kinesthetic modalities. Classroom assistants support each class.

Enrichment Program

The Enrichment program supports students diagnosed with a specific Learning Disability. Admission requires a diagnosis from an accredited child evaluation center. **Deadline for acceptance: October 30.** Support is provided in the four core subjects (English, Math, Science, Arabic) and covers no more than **40% of total coursework time.**

In-Class Support

RI teachers work within the mainstream classroom and are present during formal tests. A Mainstream Support Plan (MSP) outlines each student's areas of need.

Accommodations

May include ICT tools, additional response time, question rephrasing, reduced question sets, separate exam venues, and additional exercises.

Withdrawal & Transfer

Withdrawal requires written parental request, teacher reports, current grades, and a child study team meeting. Students unable to meet mainstream requirements may be assessed for LSU transfer.

Attendance, Lateness & Transportation

→ Attendance

Regular attendance is crucial for student success. Parents must notify the school of any absences with a written explanation. Excessive absenteeism may lead to academic consequences and discussions about support options.

→ Lateness

Students must arrive at school and classes on time. Late arrivals report to the main office before going to class. Repeated tardiness will result in staff intervention and parent notification.

→ Transportation

Parents must ensure punctuality at pick-up and drop-off. Students using school transportation must follow bus rules. Any changes to arrangements must be communicated to the school in advance.

- ❏ Textbooks, e-books, online subscriptions, consumables, and notebooks must be purchased by parents (excluding government-funded LSU programs). Required supply lists are posted in Google Classroom during the first week of school.

Academic Reports & Assessment Policy

Academic Reports

Student progress is communicated via digital reports on the **Parent Portal and iSAMS**. Digital Report Cards are issued at the end of each semester, reflecting students' average performance. DBS follows the American curriculum grading scale; Middle School students are not subject to GPA calculations.

Assessment Principles

Assessment at DBS is geared toward **improving** student performance, not merely documenting it. Key principles include:

- Assessment criteria are always explicit and shared in advance
- Information is shared with students and parents
- Ongoing assessments are reflective, accurate, and objective
- A variety of assessment types gather information from different contexts

Types of Assessment



Benchmark

BOY, MOY, EOY, and pre-unit assessments to track progress across the year



Formative

Interwoven with daily learning; includes bi-weekly graded CFU to monitor understanding



Summative

End-of-unit assessments including tests and performance tasks demonstrating mastery



Self & Peer

Students reflect on their own learning and evaluate peers to set improvement targets



Projects & Exams

Semester exams assess overall mastery; PBL and IBL projects apply and synthesize concepts

Assessment Criteria: ELA & Math

English Language Arts

Criteria	Weight
Summative Assessment	40%
Applied Learning Task	30%
Formative Assessment	20%
Engagement	10%

Engagement is monitored weekly based on Dasman Learner Values; demerits may result in up to 10 marks deducted per week.

Mathematics

Criteria	Weight
Summative Assessment	40%
Applied Learning	30%
Formative Assessment	30%

The end-of-semester **Math in the Real-World Exhibition** is the flagship applied learning task, connecting math to real-world careers.

Assessment Criteria: Science & Arts

Science

Criteria	Weight
Summative Assessment	40%
Applied Learning / Labs	30%
Formative Assessment	20%
Engagement	10%

Applied learning includes hands-on investigations, experiments, and scientific problem-solving tasks (minimum 4 per semester).

Arts

Criteria	Weight
Arts Projects (2 major)	35%
Skills & Creativity Project (Final)	30%
Applied Learning	25%
Student Engagement	10%

The final project measures research, creativity, and application of art techniques including AI and digital tools.

Assessment Criteria: PE, Music & ICT

Physical Education

Criteria	Weight
Skills Movement	30%
Physical Principles & Concepts	20%
Fitness & Skills Projects	30%
Participation & Preparedness	20%

Music

Criteria	Weight
Technical Proficiency	20%
Rhythmic & Melodic Accuracy	20%
Music Literacy	20%
Creativity & Originality	20%
Professionalism & Ensemble	20%

ICT

Criteria	Weight
Unit Assessments	30%
ICT Project	30%
Student Engagement	20%
Bellringer, HW & Practical	20%

Study Guides & Promotion/Retention

Study Guides

Study guides are distributed **two weeks prior** to unit assessments and exams. Teachers ensure students have all required study materials. All correspondence is conducted officially via the school portal and Google Classroom.

Promotion Requirements

Students must achieve a minimum of **60% per subject** to progress to the next grade. Failing one or two core subjects still allows promotion. Failing **three or more core subjects** (Arabic, English, Science, Math) requires the student to repeat the grade. The MS administrative team will meet with parents to discuss options, including withdrawal if desired.

Honoring Growth & Achievement

At DBS, success looks different for every student. We value creativity, resilience, empathy, leadership, perseverance, and personal growth alongside academic achievement. Student recognition takes place throughout the year in classrooms, flag ceremonies, grade-level celebrations, and school events.

An **end-of-year Academic Awards Ceremony** recognizes students who have demonstrated outstanding academic achievement and excellence throughout the school year. By focusing on progress as well as achievement, every student can be recognized for their unique strengths and contributions.

Merit & Demerit Policy

Purpose

The policy promotes a positive, safe, and respectful learning environment by recognizing positive behavior, encouraging personal responsibility, and addressing behavioral concerns fairly. It supports students who are **Ready, Respectful, and Safe**.

Merits & Demerits

Students earn merits for positive behavior, academic effort, leadership, and good character. Demerits are issued when students fail to meet behavioral expectations. Both are recorded in iSAMS.

Consequences (by severity)

1. Verbal Warning
2. Detention (lunch or after school)
3. Cautionary Letter
4. Warning Letter
5. In-School Suspension
6. Out-of-School Suspension

The school adopts a **restorative approach** focusing on reflection, accountability, and personal growth. Serious or repeated misconduct may result in suspension or, in exceptional cases, expulsion, per Kuwait Ministry of Education regulations.

Parents on Campus

Parents are not permitted on campus without prior permission or a scheduled appointment. Upon arrival, parents must check in at the main office for a visitor's badge and clearance.

Special Deliveries

Forgotten items (laptop, lunch) are left at reception. School nannies deliver to classrooms. Parents may not enter classrooms.

Designated Pick-Up

If a parent designates someone to pick up their child, a note or call to reception in advance is required.

Early Dismissal

Written notice with time and reason is required. Must be approved by the Principal or Vice Principal before a release is issued.

Teacher Meetings

Meetings must be scheduled during teacher office hours and arranged in advance.

Communication & Parent-Teacher Conferences

DBS values open, respectful, and timely communication. Teachers use **Portals (iSAMS, Google Classroom)** and **ClassDojo** to share updates on assessments, progress reports, and classroom news. Parents with concerns should first contact the relevant teacher, then the Head of Department if unresolved.

Parents can stay informed by monitoring portals regularly, reviewing schoolwork, reading the monthly newsletter, attending parent-teacher conferences, Back-to-School events, and monthly **Coffee with the Principal** meetings. Formal conferences are scheduled per the school calendar; additional meetings may be requested as needed.

Etiquette & Code of Conduct



Respectful Communication

Use polite language with teachers, staff, and peers. Listen actively and allow others to finish speaking before responding.



Classroom & Hallway

Arrive on time, prepared with materials. Walk (don't run) in hallways, keep to the right, and maintain a quiet voice level.



Dress Code

Wear the designated school uniform daily. Avoid revealing clothing or items with offensive language or images.



Bullying & Conflict

Zero tolerance for bullying, harassment, or discrimination. Report incidents immediately to a teacher, DSL, or DDSL. Address conflicts calmly and seek help when needed.

Students sign an acknowledgement agreement outlining rules and expectations. Failure to adhere results in consequences from the middle school code of conduct.

Counseling Services

DBS counselors support students with academic, emotional, and social needs through one-on-one and group sessions. Key responsibilities include:

- Monitoring students' academic progress throughout the year
- Notifying parents of concerns regarding behavior, academics, or social issues
- Providing classroom instruction on values and student well-being topics
- Conducting individual and group sessions for emotional and mental health support
- Planning school activities that foster a safe environment
- Leading professional development for staff on supporting struggling students
- Advising students and parents at risk of academic failure on support options
- Holding regular meetings to monitor academic performance as needed

Safeguarding, Child Protection & Anti-Bullying

Our Commitment

The safety and well-being of our students are paramount. DBS is committed to child protection and safeguarding, ensuring staff are trained to recognize and respond to signs of abuse and neglect. We encourage open communication between parents and staff regarding any safety concerns.

Anti-Bullying Policy

Our anti-bullying policy adopts a **zero-tolerance approach** to all forms of bullying, promoting awareness and education among students, staff, and parents. Regular policy evaluations ensure we maintain a safe and inclusive environment for all students.

Cyber Safety

DBS maintains rigorous cyber-safety practices. All students receive an **Acceptable Use Policy** outlining obligations, responsibilities, and consequences for breaches. Students are taught to use technology safely and understand the risks of misuse. DBS reserves the right to use information found on student devices for disciplinary purposes.

Phones, Photography & IT Policies

Mobile Phones

Per Kuwait Ministry of Education regulations, mobile phones are **not permitted for use on school premises**. Phones brought for transportation must be switched off and stored in the designated office area. Violations result in confiscation, returned only to a parent or guardian.

Photography & Social Media

Students may not photograph fellow students or teachers without explicit consent. Posting such photos on social media without permission is strictly prohibited. Violations may result in disciplinary action.

IT & AI Usage

All device use must support education. Students must not damage equipment, access inappropriate content, plagiarize, or violate copyright. **Grade 7 and below** may not use generative AI tools. **Grade 8 and above** may only use school-approved AI platforms with signed parental consent and direct teacher supervision.

Afternoon Clubs & After-School Activities

Through after-school activities, students benefit from physical, psychological, and social stimulation, enhanced self-esteem, leadership skills, and exploration of talents. Sports include Volleyball, Football/Soccer, Basketball, Track and Field, Badminton, and Table Tennis across a four-season calendar for U12 and U14.

Key Information

Fees must be paid in advance; receipt required for participation. Max 15 participants per club; 8 sessions per club cycle.

Student Guidelines

Active participation required. Students must stay with their teacher. Three offenses may result in removal from the club.

Pick-Up Policy

Adhere to specified drop-off/pick-up times. One late pick-up allowed. No non-club siblings or friends permitted on campus.



Emergency Procedures & School Nurse

Emergency Evacuation

The evacuation signal is a **continuous bell for a minimum of 60 seconds**. Teachers take their class to the assembly point at the multipurpose court between Dasman 4 and Dasman 2, carrying class lists and green/red cards. Fire drills will be timed. Teachers must close classroom doors and switch off lights if time allows. Plans for students with physical challenges must be submitted to the School Principal.

In the event of a **sandstorm**, the school will promptly notify parents and may send students home for their safety.

School Nurse

The school nurse is stationed in the D2 building and available throughout the school day. Students must obtain a pass from their teacher before visiting. Students may not leave campus without the nurse's permission. Sick students must be picked up from the nurse's office or reception. **All medication must be delivered to the nurse by an adult** it cannot be sent with a student or given to a teacher.

School Uniform

Students not in correct uniform will not be allowed into class and must wait in the school office until proper uniform is provided. Uniforms are available from the school store before and after school.

- **General Guidelines**

Uniforms must be clean, well-maintained, modest, and culturally respectful. Girls may wear small stud earrings and a watch. Boys may wear a watch. Make-up, colored nail varnish, and body piercings are not allowed.

- **PE Uniform**

Required for all PE classes. Students not in PE uniform will receive a grade deduction. Athletic shoes must meet PE Department standards.

- **Dress-Down Days**

Modesty and cultural sensitivity required. Shoulders and knees must be covered; sleeves cover at least 1/3 of the upper arm. Sheer, tight, or revealing clothing and high heels are unacceptable.

Nut-Free, Fragrance-Free & Flag Ceremony

Nut & Fragrance-Free Campus

To protect students with allergies and sensitivities, DBS is a **nut-free and fragrance-free school**. No food containing nuts (including peanuts, tree nuts, or nut butter) may be brought on campus. Strong perfumes or cologne are also prohibited, as fragrances can trigger asthma and allergies.

Flag Ceremony

Required by law, the Flag Ceremony is held digitally or in person. Students listen to a recitation from the Holy Qur'an, pledge allegiance to Kuwait, and sing the national anthem. The School Principal previews the day/week ahead, followed by student presentations on values and pillars.

Birthdays, Siblings & Student Leadership

Birthdays

Parents must notify the office at least one day in advance. Only cupcakes (no cakes) and drinks are permitted; all food must be **nut-free**. The office coordinates delivery to the classroom. All students must help with clean-up.

Siblings

Sisters and brothers of Dasman students are **not** to be released from class to attend birthdays, assemblies, or any other special events.

Student Council

The Student Council enhances leadership skills and gives students a platform to voice ideas and concerns about school policies. Members organize spirit days, bake sales, and fundraisers, fostering teamwork and school spirit.

Prayer Room, Canteen & Lost and Found

Prayer Room

Separate prayer rooms are available for boys and girls. Students pray during break time as per their timetable. Silence and attention to prayer must be observed once entering the courtyard near the Mosque.

Lunch & Canteen

Students may visit the D2 canteen before classes, during the scheduled lunch break, and after dismissal. No chewing gum is permitted at any time. No outside food deliveries or off-campus food runs are allowed. Only water is permitted in classrooms.

Lost and Found

The school is **not responsible** for lost or stolen articles. All belongings must be labeled with the student's name. A lost-and-found closet is located at reception. Unclaimed unmarked items will be donated to charity.

- ☐ Students should only bring money and items necessary for daily needs. The school is NOT responsible for lost or stolen electronic devices.