



# **AFTER-SCHOOL ACTIVITIES GUIDE 2018/2019**

**ALL YOU NEED TO KNOW ABOUT THE AFTERNOON AT DISD**

## Welcome

A very warm welcome to our After-School Activities 2018/2019 Term 2!

Our students are able to choose from a wide range of exciting, challenging and fun-filled activities.

Participation will help to develop the student physically, mentally, socially and emotionally. With the Student's involvement in activities, they will develop skills like respect for self and others, appreciation of one's talents but also weaknesses. Taking part in activities is a great way to encourage teamwork and sharing of common goals.

## Just Play Sports Academy LLC

Just Play Sports Academy LLC is an official partner of Deutsche Internationale Schule Dubai (DISD) in management of the school's After-School Activities. **All registrations and billing of any After-School Activities will be organized and managed by Just Play Sports Academy LLC.**

## Registration process

Registrations open on **Monday, 14<sup>th</sup> January 2019 – 10 am.**

Registrations end on **Sunday, 20<sup>th</sup> January 2019 – 8pm.**

Parents are able to view the After-School Activities schedule online to prepare for registration. The online registration will open from Monday, 14<sup>th</sup> January 2019 – 10am through the parents portal on the Just Play website (<http://justplay.ae/german-school-after-school-activities/>).

The PW to enter the system is DISDASA.

To register for an activity please follow the guidelines starting on page six (6). Activities must be booked online. Exempted is: the Primary Choir (Registration is through Email to Ms. Cornelia Kraus – ([cornelia.kraus@germanschool.ae](mailto:cornelia.kraus@germanschool.ae))).

Payments are advised to do online as you booked the activity, if not please pay the necessary fee for the relevant activity in cash or by cheque to the Just Play office in DISD with Ms. Maica Bugarin ([maica@justplay.ae](mailto:maica@justplay.ae)).

Please note that After-School Activities are subject to 5% VAT.

Registration is on a first-come, first-served base and places are booked firmly once the full payment is received.

All registered children who are already registered for full bus transportation will automatically be rebooked to the late bus leaving school daily at 4.20pm. For questions regarding the bus transportation, please contact Mrs. Sabine Berti ([sabine.berth@germanschool.ae](mailto:sabine.berth@germanschool.ae)).

The age limits given for the activities must strictly be observed.

Please respect the end of registration. **Late registrations do not reduce the fees involved.**

In case there are free seats available after the end of the registration, students are welcome to register but payment has to be done first.

### Activity Calendar (subject to changes)

The calendar indicates the expected number of classes for each weekday in Term 2.

#### Term 2 2018/2019

Activity Calendar Term 2 2018/2019					
	Sunday	Monday	Tuesday	Wednesday	Thursday
February	10, 17, 24	11, 18, 25	12, 19, 26	13, 20, 27	14, 21, 28
March	3, 10, 17, 24	4, 11, 18, 25	5, 12, 19, 26	6, 3, 20, 27	7, 14, 21, 28
April	14, 21, 28	15, 22, 29	16, 23, 30	17, 24	18, 25
May*	Ramadan	Ramadan	Ramadan	1, Ramadan	2, Ramadan
June	9, 16, 23, 30	10, 17, 24	11, 18, 25	12, 19, 26	13, 20, 27
July		1	2	3	
No. of Classes	14	14	14	14	13

**\*No class.**

### Begin of After-School Activities

The **Term 2 activities** begin **on Sunday, 10<sup>th</sup> February 2019** and end on **Wednesday, 3<sup>rd</sup> July**. Please note that after school activities will not run during Ramadan.

### Location of Activities

All activities are located in the school/kindergarten. For the exact location please see our daily schedule which will be published before the start of the activities.

### Timings

All **Kindergarten After-School activities run from 2:15pm to 3:45pm** and all **School After-School activities run from 2:40pm to 4:10pm**. Kindergarten children can be picked up by parents between 3:45pm-4:15pm latest. School children must be picked up by parents at 4:10pm. The buses (if booked) will leave at 4:20pm.

No student is allowed to leave the kindergarten/school before the end of an activity. In case of any urgent necessity or emergency the student or parent has to inform the school secretary [info@germanschool.ae](mailto:info@germanschool.ae) or call at 04-4562718.

### **Mandatory After-School classes**

Before you plan the After-School Activities of your child please check from the class timetable any other Afternoon school lessons which are mandatory for your child.

### **Remedial teaching**

Our remedial teaching clubs will be run by qualified DISD teaching staff. These clubs give extra support and focus on removing existing knowledge gaps. You can book these clubs like all other activities but please keep in mind that in case there are more bookings than places available the allocation will be done needs oriented.

### **Curriculum complementing classes**

The Curriculum complementing classes offer individual support and creative learning. We have offers like Debating, Photography, Drama Classes and Student Newspaper. The courses are supported by the school and will be offered at a low fee.

### **Instrumental Masterclasses and School Music Ensembles**

The Instrumental Masterclasses will follow the ABRSM syllabus, preparing interested students for the external ABRSM exams. The program will cover lessons for: **Piano, Violin, Flute, Guitar, Saxophone, Trumpet, Trombone, Drums.**

The Instrumental Masterclasses are designed to cater to 3 students for 90 min. The students will receive 30 minutes private lessons each and the possibility to learn and listen to the other lessons until the end of the 90 min. period.

Only students with instrumental lessons, either inside DISD or outside, will be selected to join the School Music Ensembles.

Participation in School Music Ensembles are free of charge. The attendance of students at any arranged performances is expected.

### **Attendance/Punctuality**

Every student is expected to attend every booked activity and be there on time. In case of any absences or emergencies the student or parent is expected to inform the school secretary [info@germanschool.ae](mailto:info@germanschool.ae) – Ph.:04-4562718. The secretary will pass the information to the relevant coach.

## **Equipment**

All students are expected to come to every booked activity with the appropriate attire and equipment.

For the sports activities the students need to wear their sports clothes and shoes.

For football in the sports hall students have to wear proper indoor soccer shoes. It is not allowed to enter the hall with cleated or studded soccer shoes.

For tennis the students need to have their own racket.

## **Cancelled Activities**

Please note that activities on offer might be cancelled in case there are not enough registrations. Of course we then do our best to find another appropriate activity for your child. If this is not possible the paid fees will be refunded from our accounts (Just Play).

Our policy is to never cancel a running activity. However there might be unforeseen reasons to do so.

In this case parents will be informed immediately. The children will be supervised until parents are able to collect them or transportation is available.

## **Students with bus transportation**

The booked bus transport is binding for the whole academic year and cannot be changed.

In the After-School the buses leave at **4:20pm**. The kindergarten and the primary school children will be brought into the main hall where they gather before they enter the buses.

In case of any absences or emergencies the student or parent is expected to inform the school secretary [info@germanschool.ae](mailto:info@germanschool.ae) – Ph.: 04-4562718 or our bus coordinator Mrs. Sabine Berti [sabine.berth@germanschool.ae](mailto:sabine.berth@germanschool.ae).

## **Refund policy**

In case a student decides not to attend the booked activity until the end of term there will be no refund.

In case of any physical injury in the booked sports activity, students are advised to transfer in any available non-sports activity; if no seats available in any other activities, paid fees to the remaining classes will be refunded from Just Play accounts.

For the activities which are cancelled for reasons of not enough registrations the paid fees will be refunded from Just Play accounts.

If an activity has to be cancelled for any unforeseen circumstance (e.g. weather or late announcement of public holidays) there will be no refund.

## Contact Persons

For all information's regarding the Activities please directly contact the Just Play office at DISD, Ms. Maica Bugarin on [maica@justplay.ae](mailto:maica@justplay.ae) or Ph.: 04-5146390 or 04-4562718 Ext. 844.

For information's regarding all Activities run by DISD staff or Music Activities please contact Mrs. Gudrun Herlan on [afternoon@germanschool.ae](mailto:afternoon@germanschool.ae) or Ph.: 04-4562718 Ext. 838.

# BOOKING PROCESS

Step 1. Visit the Just Play website at [www.justplay.ae](http://www.justplay.ae). Under Schools and Nurseries, click on German School.

Step 2. Click on Parent Portal to view available activities and book your child onto sessions.

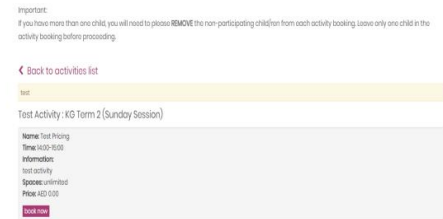
Step 3. You will be asked to enter the page password – DISDASA.

Step 4. Select the class of the student you would like to register. Please make sure you choose the correct grade/class of your child.

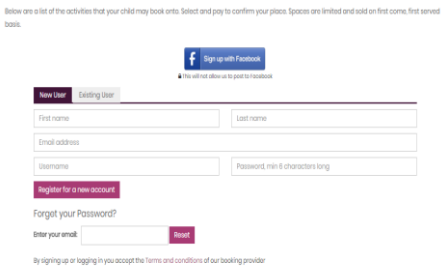
Step 5. Select your preferred activity from the list by clicking on the activity title.

The screenshot displays the Just Play Parent Portal interface. At the top, there are logos for 'GERMAN INTERNATIONAL SCHOOL DUBAI' and 'Just Play'. Below the logos, there is a navigation menu with 'Parent Portal' highlighted. A 'PASSWORD PROTECTED' warning is visible, indicating that a password is required to access the portal. The main content area shows a grid of buttons for selecting a grade level, ranging from 'Pro-KG' to 'Grade 12'. Below the grade selection, there is a section for 'INSTRUMENTAL MASTER CLASSES' with a note that they are available to Grades 3 to 12. An 'Important' notice states that if a parent has more than one child, they must remove non-participating children from each activity booking to ensure only one child is booked. At the bottom, there is a list of activities, including 'Test Activity - KG Term 2 (Sunday Session)', 'German School KG Ballet & Street Dance (Sunday) Term 2', and 'German School KG: Kreativ-AG/Creative Workshop (Sunday) Term 2'. Each activity listing includes the next date, location, and a brief description of the activity.

Step 6. Book your activity by clicking on the -'Book Now" button next to the available slot. This page will show you the time, description of the class, price and how many places remain in the class.

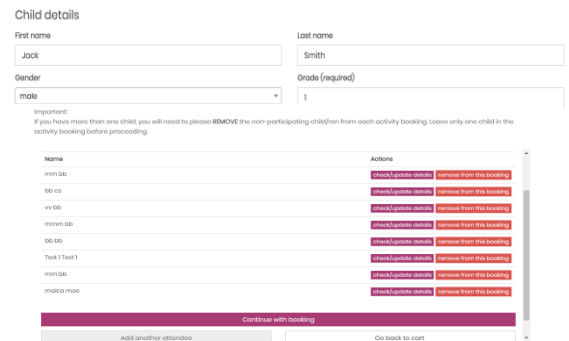


Step 7A. If you are booking for the first time, you will need to create an account under - "New User". Enter in your details on this registration screen to create an account. You will need to create your own username and password for easy access on your next booking.

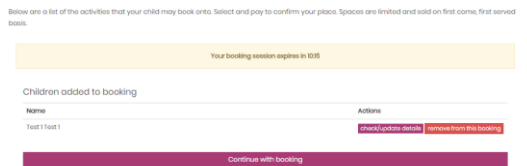


Step 7B. For the second time users, click on - "Existing User". Enter your existing email address and mobile number.

Step 8A. For New Users: Once you have registered and entered all required information, you will be asked for the name of the child who is attending the class. **Please ensure you enter your child's name and do not enter your own name.**

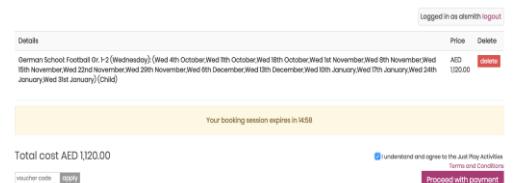


Step 8B. For Existing Users: The page will show you all of the children you have registered in the past. **Please ensure to remove all saved attendees except the child you are booking into this activity.**



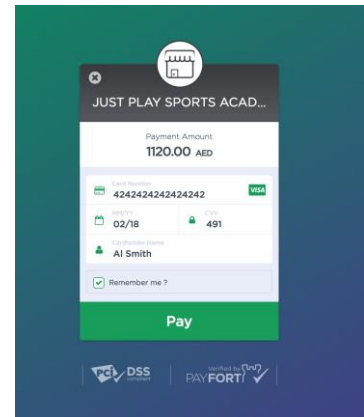
Step 9. The next screen will allow you to confirm your child's name and make any final changes before completing the booking. If the details of the child are correct, please click Continue with Booking.

Step 10. This screen shows all final details including the class name and total cost. You will be required to read and agree to the Terms & Conditions before payment. Please read over these before checking the box.



Step 11. When you are ready, click the Proceed with Payment button and you will be directed to the final payment screen. Enter your payment details and click 'Pay' to finalise your booking.

Once the payment has been approved, your booking has been confirmed and you will be sent a confirmation email outlining the payment and class details. You can also log into your account at any time to view the details.



Step 12. Return to Age Group to select New Activity. Then repeat above process as many times as required.