



THE BRITISH INTERNATIONAL SCHOOL
KUALA LUMPUR
A NORD ANGLIA EDUCATION SCHOOL

PRIMARY PARENT HANDBOOK

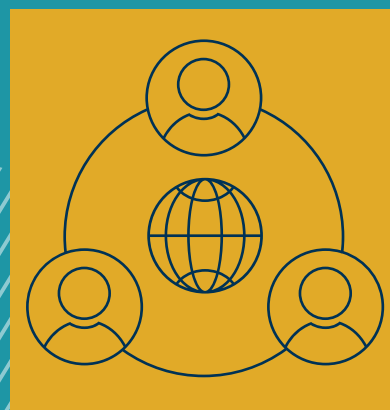




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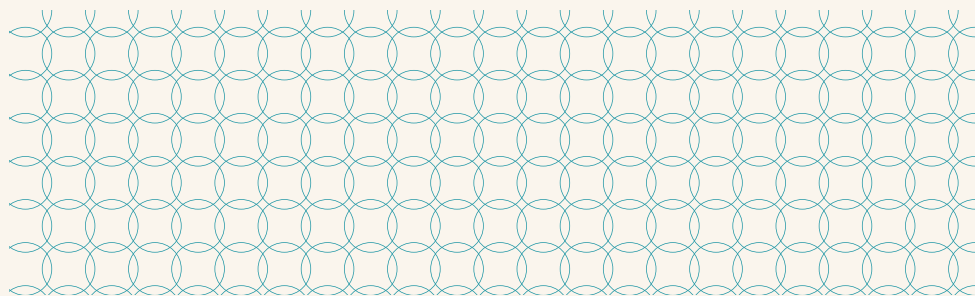
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4 Thank you



THE BRITISH INTERNATIONAL SCHOOL KUALA LUMPUR

1.1 Welcome to BSKL

Dear Parents,

A very warm welcome to the BSKL Primary School Parent Handbook for the 2026/2027 academic year.

Now in my sixth year as Head of Primary and fourteenth year at BSKL, it continues to be an absolute privilege to lead a school that means so much to me. Over the years, I've had the opportunity to serve our community as a class teacher, middle leader, Deputy Head, and now as Head of Primary. Each of these experiences has deepened my commitment to ensuring that every child at BSKL receives an exceptional education that nurtures their potential and empowers them to thrive.

At the heart of our work is the belief that education is strongest when it is a true partnership between school and home. We actively welcome parent voice, value your insights, and encourage you to be closely involved in your child's learning journey. Whether through school events, class activities, or our Parent Academies, your engagement makes a meaningful difference. These opportunities are not add-ons; they are an essential part of our collaborative approach to building a strong, connected school community.

Our guiding philosophy, "Be Ambitious," is more than a phrase; it is a mindset we live every day. At BSKL, we are committed to a culture of happiness and high expectations. When children feel happy, safe, and inspired, they become more confident, more creative, and more willing to take the risks needed for deep learning and personal growth.

We are proud of our track record of achievement, both academically and personally, and we work tirelessly to ensure that every child is not only known and valued but also appropriately challenged and supported. Our aim is simple yet powerful: to equip each child with the skills, confidence, and mindset to shape and create their own future.



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BE KIND

This handbook is designed to support you with the essential information you will need throughout the year, from school hours and uniform to communication procedures, homework guidelines, and more. We hope it serves as a clear and helpful reference.

We also place great importance on open and honest communication. If you ever have questions, ideas, or suggestions, please do not hesitate to reach out to me or any member of the Primary Leadership Team. We value your partnership deeply and are always keen to listen and work together in the best interests of your child.

I look forward to working with you and to another joyful, inspiring, and successful year at BSKL.

Warm regards,



Simon Clarke
Head of Primary



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1.2 A Safe and respectful school community

At BSKL, the safety and wellbeing of all students, staff, and families is our top priority. When you join the school, you'll be issued security passes for each authorised adult in your family. These passes should be always worn visibly while on campus and presented to the guards upon entry.

If your child is regularly collected by a driver, helper, or bodyguard, they will also require a security pass and must wear it clearly while on school grounds. Please inform the school office of any changes to your authorised pickup list so our records remain accurate. If a pass is lost, notify the office immediately so it can be replaced.

Anyone arriving without a valid pass will be required to sign in at the guardhouse or school reception and show photo identification. All vehicles entering campus must also display a valid BSKL car sticker on the windscreen.

Visitors to the school must report to the front gate security and sign in at the reception desk to receive a temporary visitor badge.

We are proud to be an open and welcoming school, and we genuinely enjoy having parents around during the school day. That said, to ensure our learning environment remains calm and focused, we kindly ask that parents remain in the designated parent areas during the school day:

- Lower hill – Level 1 café area
- Upper hill – Level 2 café area

Parents should not be in teaching or learning zones while lessons are in progress unless they have a scheduled meeting or event.

ID badges and community safety.

For safeguarding reasons, all adults on campus must wear their BSKL ID badge at all times. If you are not wearing an ID badge, you may be approached by a staff member and asked to sign in. We also encourage all parents to support our shared commitment to safety by politely questioning any unfamiliar adult not wearing a visible ID tag.



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Photos and Videos

In line with our safeguarding policy, we also ask that parents and visitors refrain from taking photos or videos of children during lessons, CCAs, or school events unless express permission has been given by the school.

Thank you for helping us maintain a secure, respectful, and welcoming environment for every member of our BSKL community.



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1.3 Academic Staff - Leadership Team



Ms Vanessa Whay
Principal
vanessa.whay@britishschool.edu.my



Mr Simon Clarke
Head of Primary
simon.clarke@britishschool.edu.my



Mrs Vickie Stringer
Deputy Head of Primary (Pastoral & Safeguarding)
victoria.stringer@britishschool.edu.my



Mr Paul Antcliffe
Deputy Head of Primary (Teaching & Learning)
paul.antcliffe@britishschool.edu.my



Mrs Amy Wright
Assistant Head of Primary (Assessment, Reporting & Community Engagement)
amy.wright@britishschool.edu.my



Mrs Lana Turner
Assistant Head: Head of EYFS
lane.turner@britishschool.edu.my



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Heads of Year

Heads of Year are responsible for all the operational elements and pastoral care within their year group.



Mr Jamie Brownlow
Head of Year 1

jamie.brownlow@britishschool.edu.my



Mrs Leah Quaite
Head of Year 2

leah.quaite@britishschool.edu.my



Mr Mark Vickerstaff
Head of Year 3

mark.vickerstaff@britishschool.edu.my



Mrs Carol Mimmagh
Head of Year 4

carol.mimmagh@britishschool.edu.my



Mr Jonathan Hurley
Head of Year 5

jonathan.hurley@britishschool.edu.my



Mr John Allen
Head of Year 6

john.allen@britishschool.edu.my



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Teaching, Learning and Assessment Leads (TLAs)

Teaching, Learning and Assessment Leaders are responsible for the quality of teaching and learning and the academic progress of learners within their year group.



Mr Ben Sutton
TLA Year 1

ben.sutton@britishschool.edu.my



Mr Martyn Stuart
TLA Year 2

martyn.stuart@britishschool.edu.my



Mr Alex Walsh
TLA Year 3

alex.walsh@britishschool.edu.my



Mr Matt Fahy
TLA Year 4

matthew.fahy@britishschool.edu.my



Ms Kirsti Saunders
TLA Year 5

kirsti.saunders@britishschool.edu.my



Mr Liam McCormick
TLA Year 6

liam.mccormick@britishschool.edu.my



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Heads of Department

Heads of Department are responsible for all the operational elements within their department



Mr Tom Harron
Director of Sport and
CCAs
thomas.harron@britishschool.edu.my



Ms Rebekah Leng
Head of Primary PE
rebekah.leng@britishschool.edu.my



Mr Wilson Chai
Head of Swimming
wilson.chai@britishschool.edu.my



Mr Nicholas Bentley
Director of Modern
Foreign Languages
nicholas.bentley@britishschool.edu.my



Ms Rachael Elizabeth
Howarth
Director of
Performance Art
r.howarth@britishschool.edu.my



Ms Jessica Rendell
Head of Primary
Learning Support
jessica.rendell@britishschool.edu.my



Ms Syahira Khan
School Counsellor
nursyahira.khan@britishschool.edu.my



Mr John Potts
Head of Primary
EAL
john.potts@britishschool.edu.my



Ms Agneswary
Francis
Senior School Nurse
a.francis@britishschool.edu.my



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Full Primary Teaching Staff Listing for 2025/26, including email addresses, can be accessed via the link.

1.4 Administrative Staff

Administration Leadership

Mohd Qisti Husin

Head of Operations
(Services, Facilities)

mohdqisti.husin@britishschool.edu.my

Connie Jones

Director of Marketing &
Admissions

connie.jones@britishschool.edu.my

Jaqueline Lim

Director of Finance

jacqueline.lim@britishschool.edu.my

Sujatha Nair

Head of HR

sujatha.balachandran@britishschool.edu.my

Elil Arasu

Head of IT

elil.arasu@britishschool.edu.my

Front Desk: Our Front Desk Team are on hand by the telephone and by our school entrances to assist you should you have any enquiries, need to relay a message, transfer you to speak to another department or if you are visiting the School

BSKL Front Desk

+60 3 7727 7775

frontdesk@britishschool.edu.my

Ika Farhana

Head of Concierge

ika.farhana@britishschool.edu.my



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Personal Assistants: Our Personal Assistants provide communications and administrative support to our Principal and Head of Primary

Siti Quraisyah
Zulkifli

PA to the Principal

sitiquraisyah.zulkifli@britishschool.edu.my

Noor Ashreen
Ismail

PA to the Head of
Primary

noor.ashreen@britishschool.edu.my

Services: Our Services Team are responsible for liaison with our caterers, buses, trips and visits

Services Team

service@britishschool.edu.my

Facilities: Our Facilities Team are responsible for repairs, maintenance and cleanliness of the site

Facilities Team

facilities@britishschool.edu.my

Finance: Our Finance Team are responsible for billing and payments

Finance Team

finance@britishschool.edu.my

Admissions: Our Admissions Team are responsible for applications, assessments and enrolments for new students into school. They are also responsible for assisting with study permits, student visas, and re-enrolment.

Admissions Team

admissions@britishschool.edu.my



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IT: Our IT team are responsible for the school's IT services and can provide IT assistance with any school-issued item of IT hardware

IT Team

itdepartment@britishschool.edu.my

Marketing & Communications: Our Marketing Team are responsible for school communications, publications (such as the Yearbook), press releases and advertising

Marketing Team

marketing@britishschool.edu.my

1.5 Academic Calendar

Below you will find a list of key term and holiday dates for the 2026/27 Academic Year. A full list of dates can be found via our Parent App which is updated regularly.

Term One	
12 th August	Welcome Day
13 th August	First Day of Term One
25 th August	Prophet Muhammad's Birthday
31 st August	National Day - Holiday
16 th September	Malaysia Day - Holiday
5 th October - 9 th October	Half Term - Holiday
9 th November	Deepavali - Holiday
10 th December	End of Term 1
11 th December	Sultan of Selangor's Birthday - Holiday



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Term Two

4 th January	First Day of Term Two
22 nd January	Thaipusam - Holiday
8 th February - 12 th February	Half-term - Holiday (Inclusive of Chinese New Year)
24 th February	Nuzul Al-Quran - Holiday
10 th - 11 th March	Hari Raya Aidilfitri - Holiday
2 nd April	Last Day of Term Two

Term Three

19 th April	First Day of Term Three
17 th May	Hari Raya Haji - Holiday
20 th May	Wesak Day - Holiday
7 th June	Agong's Birthday - Holiday
8 th June	Public Holiday
25 th June	Last Day of Term Three

Malaysian holidays and religious festivals are subject to change. Please be aware of this when booking for travel plans.



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2. Our School

2.1 Admissions at BSKL

The British International School of Kuala Lumpur provides education for expatriates, as well as local children, living in and around Kuala Lumpur. All children applying for a place at BSKL are subject to a pre-entry assessment unless transferring from within another Nord Anglia School.

Upon making an application, all parents will be asked to provide an up-to-date school report and a name and email address of a current class teacher in order for us to send out a reference form. Following this, our Early Years team assesses children who are eligible to join Pre-Nursery, Nursery and Reception by inviting them for a classroom visit. Families with children eligible for our Primary School (Years 1-6) will meet our Head of Primary/PLT who will conduct a short interview, and admissions will complete some short, simple assessments.

For all of these assessments there is an overseas option available for families who are unable to visit Kuala Lumpur. The final decision over whether a child can be accepted or offered a conditional place in Early Years or at the Primary School, is made by the Head of Primary or the nominated Deputy Head in his absence. The decision is often a complex one involving a number of factors. However, the importance of protecting the balance of students that makes BSKL a successful and unique school is paramount.

2.2 Our School Values

With a child-centred approach at The British International School of Kuala Lumpur, the most important people are the pupils. The children in our school are at the heart of everything, and there is a strong family atmosphere shared by all at BSKL.



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We are ambitious for every child to succeed. Ambitious because that leads our children to believe that anything is possible. It is a shared ambition; one which aims for the highest personal achievement in academic studies, throughout the curriculum and in the pursuit of hobbies and interests. It is this ambitious, positive education which will equip our children to live happy, fulfilled lives and become successful global citizens.

Our Values:

Strive For Happiness
Be Ambitious
Take Risks
Act with Integrity
Be Resilient
Be Kind

Like all Nord Anglia schools, we champion inclusion and belonging, to change our community for the better. We are committed to educating future generations for a more inclusive world. As such, we encourage the students to actively contribute to creating a fairer and more inclusive school.

Our values govern the way in which we operate and the way in which we do things as a school.

2.3 Our Positive Behaviour Policy

At BSKL, we expect the highest standards of behaviour from our students and so we aim to create an environment which is safe, friendly, and fair.

We will do this by:

- Promoting positive relationships
- Promoting kindness, integrity, respect and emotional resilience
- Ensuring that behaviour is managed consistently, and that rewards and consequences are applied fairly
- Promoting peaceful and sensitive resolution of conflict
- Helping pupils to reflect on their behaviour choices



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In Primary, we have adopted the following as our school rules:

We are:

Ready
Respectful
Safe

Clear expectations ensure that pupils feel safe and secure. Staff take time to discuss and teach behaviour expectations with students and refer to the three rules when giving rewards or consequences. You can find a link to our [Positive Behaviour Policy](#) [here](#).

2.4 Our Curriculum

We pride ourselves on offering a broad and balanced, yet academically rigorous curriculum grounded in the best of British education and delivered through a uniquely international lens. At the heart of our approach is a commitment to nurturing both academic excellence and character development. Your child will thrive through our positive education-inspired approach to personal and social growth, alongside our strong focus on English and Mathematics.

Our curriculum is enriched by a diverse Arts and Humanities programme, a distinctive MIT STEAM initiative integrating Science, Technology, Engineering, the Arts, and Mathematics, high-quality modern foreign languages, and the creativity and expression fostered by our Juilliard collaboration, which underpins our world-leading Music provision. We also offer a robust Sport and Swimming curriculum, led by expert coaches and delivered through outstanding facilities.

Through the teaching of children's rights via the UN Convention on the Rights of the Child (UNCRC) and the UN Sustainable Development Goals (SDGs), we empower students to understand the world around them and their place within it. We actively foster Equity, Diversity, Inclusion, and Belonging (EDIB) across all areas of learning to develop compassionate, principled, and globally minded individuals.



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And if your child has any energy left after all that, our wide-ranging enrichment and co-curricular programme including clubs, school trips, and residential experiences for students in Years 4, 5, and 6 offers them further opportunities to explore, lead, and grow.

Early Years (Age 2-5)

In Early Years we focus on the seven areas of learning.

They are:

- Communication and Language
- Physical Development
- Personal, Social and Emotional Development
- Literacy
- Mathematics
- Understanding the World
- Expressive Arts & Design

These are taught in partly play-based, partly teacher-led environments in order to develop your child and to ensure that they are ready for Year One. All of the above subjects are incorporated into a holistic child-centred curriculum. However, we also include formal teaching of:

- English
- Phonics
- Mathematics
- Modern Foreign Languages (Spanish or Mandarin)
- Music
- Physical Education
- Swimming

The Primary School (Age 5-11)

Although we are a British International School, we utilise the most of our international environment and our freedom to build the best curriculum for our children. Thus, at BSKL you will see a bespoke curriculum, unlike anything else on offer anywhere in the world.

We teach the following academic subjects. Periods are 50 or 55 minutes long. The table below is given as a guide as an average for each subject per week.



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Curriculum	Curriculum Allocation (number of periods)
Positive Education & Assemblies	2
English (including phonics where applicable)	5
Mathematics	5
STEAM (Science, Technology, Engineering, Aesthetics, Computing and applied Mathematics)	3
Art & Humanities (History and Geography)	3
Performing Arts (Music, Drama and Dance)	2
Primary Instrumental Programme (PIPs)	1 (from Year 2 upwards)
Modern Foreign Languages (Mandarin, Spanish or French)	4
Bahasa Malaysia	1
Physical Education	2
Swimming	1
Connections (bespoke curriculum that builds positive relationships and self-awareness)	3



2.5 Assessment and Marking

We believe that effective assessment should improve teaching and learning. To do this in our school we regularly use a range of Responsive Teaching (Assessment for Learning) methods, this includes facilitating frequent pupil self-assessment and peer-assessment opportunities. We complement assessment for learning by undertaking summative assessments at set points throughout the academic year, using our GL Assessment Suite. Teachers use a combination of evidence collected through assessment for learning, and test results to build a picture of what children can do. We formally record and analyse assessment data each term.

We give our children regular feedback on their learning so that they understand what it is that they need to do better. Research has shown that their involvement in the review process raises standards, and that it empowers pupils to act towards improving their performance. Our teachers ensure that each pupil is fully informed of the purpose of the task set, the expectations, the desired outcome, and the criteria by which the task will be evaluated.

2.6 Reporting

We report to parents regularly about how your child is doing- this may come through a face-to-face conversation at the door, via email or at a short meeting. It may also come through the variety of formal opportunities which we have throughout the year to report on your child's attainment and progress.

Term One

- **Settling in Meeting:** By the end of the first half-term you will be invited to meet for a short time with your child's class teacher. This meeting will give you information about how your child has settled into the new school year as well as their main pastoral, social and behavioural strengths as well as areas for improvement.



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- Term 1 Report: Received before the end of Term 1, this details your child's progress and attainment across all curriculum subjects.

Term Two

- Parent-Teacher Consultation (including specialists): In Term 2 you will have the opportunity to focus on your child's learning with a Parent-Teacher Consultation which focuses on your child's progress across the curriculum. This will also provide an opportunity for you to get more information on their end of term 1 report.
- Term 2 Report: Received at the end of term 2, this details your child's progress and attainment across all curriculum subjects.

Term Three

- Student-Led Consultations: Your child will astound you at an appointment in school by demonstrating their newfound knowledge and skills in their academic subjects.
- End of Year Report: Received at the end of the year, this is a comprehensive report detailing your child's pastoral and academic progress and attainment across the whole year.



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3. School Procedures

3.1 School Communication

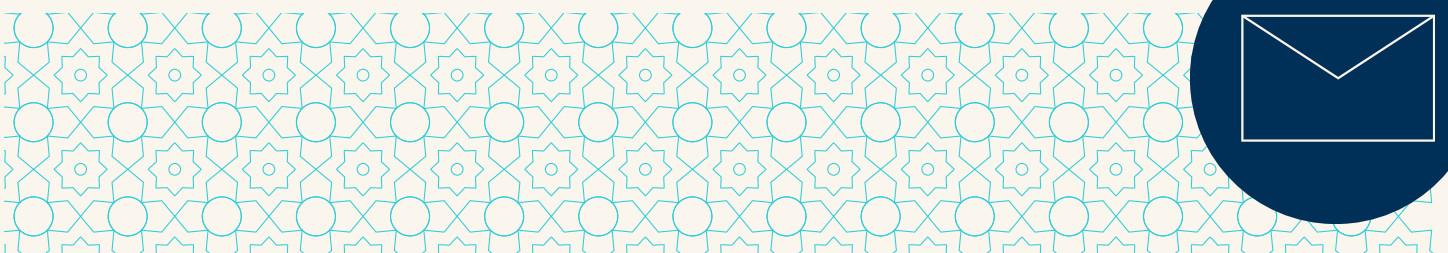
If you have a question or a wish to talk about your child's progress or general welfare, then, in the first instance, it is best to discuss this directly with the class teacher. The school operates an 'open door policy'. Parents need not wait for an official opportunity to meet with teachers. We kindly request you to make an appointment, either by telephone or email, if the member of staff is not available, in order to prevent any disruption to the teaching day. If you need further advice, help or guidance then please contact the Head of Year, Teaching, Learning & Assessment Leader, Head of Department, or appropriate member of the Primary Leadership Team.

BSKL Parent Portal

The BSKL Family Portal has been designed around key parent needs, offering essential features such as academic progress tracking, homework updates, commendations, timetables, school event calendars, leave requests, attendance information, and parent resources.

It also links directly to services like SchoolsBuddy, with planned future integrations to other platforms such as Zenda and more.

Stay tuned as we roll out this exciting upgrade, aimed at keeping you connected, informed, and involved in your child's learning journey at BSKL!



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Class Communication

Class teachers will share aspects of your child's learning with you via the Seesaw Family App. The class teacher may share photos of a piece of work, learning activity or specialist lesson in order to support you in connecting with your child's learning journey. You can expect on average 3 – 4 posts per week and each post will include a short description of the learning taking place to help support further discussions at home. Every week you will also receive a weekly announcement via Seesaw detailing the learning coming up in the following week and any important notices or reminders. We encourage parents to download the mobile app as it is the most convenient way to keep up-to-date with what is happening in your child's class.

Keeping Us Informed

Parents are asked to keep the school informed of any changes that may occur to their home or telephone contact details. Please make sure you inform the Administration Department or Front Desk of any changes as soon as possible. You also need to make these changes on your BSKL Parent App.

Reporting Absence

Please use the BSKL family portal to record for any absence for your child (e.g. illness, dental appointment, holiday etc). Once we receive this notification, we will record the absence in the register for the awareness of teachers (the exact details of the absence will not be shared). This process provides important information for our records and supports our work to care for our students.

For more information on communications please refer to our [communications policy](#).



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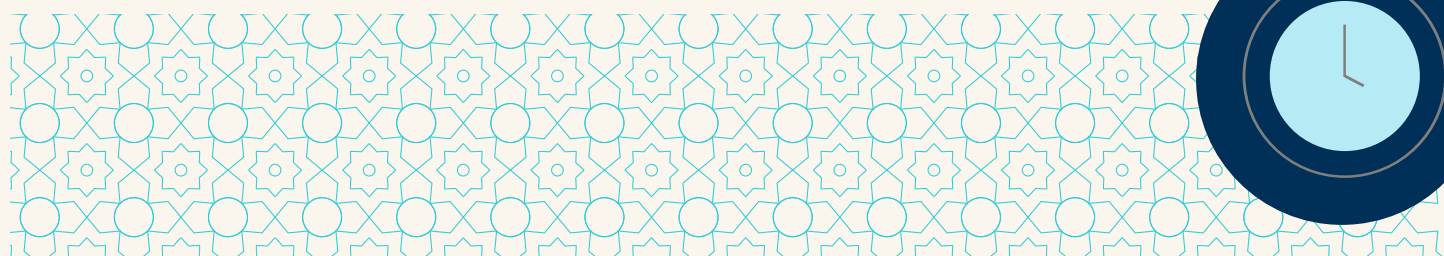


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3.2 The School Day

Students should arrive after 7:30am. Any pupil arriving before this time must wait at the Front Desk. Students are allowed up to their classrooms at 7.40am.

<u>Early Years Timings</u>	
Time	Routine
7:40am	Classroom Doors Open
8:00am	EYFS Soft Start Ends
8:00-9:45	Early Years Lessons
9:45-10:15	Break and Snack
10:15-12:00	Early Years Lessons
12:00-1:00	Lunch
1:00-3:00	Early Years Lessons
3:00	Early Years Day Ends



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Primary School Timetable

	Mon	Tue	Wed	Thu	Fri
7:40-8:00	Register	Register	Register	Register	Register
8:00-8:55	Period 1	Period 1	Period 1	Period 1	Period 1
8:55-9:50	Period 2	Period 2	Period 2	Period 2	Period 2
9:50-10:10	Break	Break	Break	Break	Break
10:10-11:05	Period 3	Period 3	Period 3	Period 3	Period 3
11:05-12:00	Period 4	Period 4	Period 4	Period 4	Period 4
12:00-12:50	Lunch	Lunch	Lunch	Lunch	Lunch
12:50-1:00	Cool down time	Cool down time	Cool down time	Cool down time	Cool down time
1:00-1:50	Period 5	Period 5	Period 5	Period 5	Assembly (home time 2pm)
1:50-2:45	Period 6	Period 6	Period 6	Period 6	2:00-3:00 - CCAs
2:45-3:10	Assembly	Connections	Connections	Connections	
3:15-4:15	CCAs	CCAs	CCAs	CCAs	



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3.3 School Transport, Collection Procedures and Campus Safety

To ensure the safety and wellbeing of all students, please provide the school with the names and contact details of any family members or friends who are authorised to collect your child. School staff will only release children to an adult listed on the authorised pickup list.

BSKL works with an external bus service provider to offer optional transportation from selected areas around Kuala Lumpur and Selangor. You can find contact information for the provider and service details [here](#).

After-School Activities and Bus Arrangements

Students who participate in after-school Co-Curricular Activities (CCAs) are expected to make alternative arrangements for collection unless they are registered to use the late bus service.

A late bus is available for CCA students on selected routes. If your child is participating in CCAs and you wish to use this service, please contact the transport provider directly to register.

If a scheduled CCA is cancelled, registered bus students may take the regular school bus, which departs at 3:30PM (Monday to Thursday) and 2:15 PM (Friday).

If a child misses the school bus, they must report to the school reception. A parent or guardian will be contacted and asked to collect them.

If no authorised adult is present at the drop-off point, the child will be brought back to school. A member of the Primary Leadership Team (PLT) will be informed, and you will be contacted.

Campus Access and Security

To maintain a safe and secure school environment:

All adults on site must always wear an official BSKL ID tag, including parents, helpers, drivers, and external service providers.



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Visitors must report to the front desk to sign in and obtain a visitor badge before entering the school grounds.

Anyone not wearing an ID tag or visitor badge will be asked to report to reception.

If you need to request additional or replacement ID tags for authorised adults such as drivers or helpers, please notify the front desk team, who will assist in arranging this.

Thank you for helping us uphold our safeguarding standards and ensuring that BSKL remains a safe and welcoming environment for all students.

3.4 The House System



All students are allocated to one of four houses: Normans (red), Saxons (green), Romans (blue), Vikings (yellow), with siblings being allocated to the same house. The houses run across the primary and secondary school. The house system is used to promote team identity and competition, as well as opportunities to promote the school's values. Throughout the year, various house sporting and other events are held. For example: house quizzes, sporting events, assemblies, charity events, etc.

Students are awarded house points for good effort or work. These points contribute to the House Cup, along with points won in other competitions/events.



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3.5 Information Technology

Children in Years 1–3 have access to shared iPads and laptops as part of their learning. The BYOD (Bring Your Own Device) programme applies to children in Years 4–6, where personal devices are used in class under the guidance of a teacher. Devices are viewed as valuable learning tools but should only be used when directed and for educational purposes.

Please follow this link for our [BYOD policy](#).

Teachers carefully plan their use of technology to enhance learning while being mindful not to expose students to excessive screen time.

Primary Device Expectations

Every Monday is a Device-Free Day for students in Years 1 – 6. Devices are not to be used at all during the school day.

Devices should not be used before or after school. They must remain in students' bags until they return home to avoid distraction, damage, or loss.

While we understand that some families may wish to send phones for use after school hours, we strongly encourage children not to bring mobile phones or smartwatches to school. These are not necessary during the school day and can be distracting.

The school takes its responsibility for Online Safety very seriously. Online Safety is taught as part of the curriculum, and we work closely with parents to ensure children remain safe and responsible when using technology. As technology evolves, we continue to update our practices and expectations in line with the latest guidance.

Parents are encouraged to reinforce the importance of online safety at home, and to regularly monitor their child's use of digital devices and platforms.



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3.6 Homework

Homework is an important part of life at The British International School of Kuala Lumpur. Our homework provision is informed by the principles below:

Homework should:

- Be manageable for parents, pupils and teachers, and acknowledge that many students already attend several co-curricular activities;
- Directly related to children's class work and the school curriculum;
- Be regarded as important and monitored by parents and teachers;
- Target objectives and feedback which are clearly understood by all pupils;
- Not involve excessive usage of devices or screen time.

Daily reading at home is an expected part of school homework and is the most important home learning activity. There are 5 main ways to help support your child's reading development:

1. Hear your child read their school reading book, or any other suitable book, each day. Reading aloud helps develop fluency and understanding.
2. Read with your child – take turns reading a page or paragraph each. In that way, your child will hear how an experienced reader deals with the sentences and punctuation. It also develops positive wellbeing.
3. Read stories to your child – all children benefit from hearing stories that they themselves may have difficulty reading.
4. Talk about the books you have read together. Discussing the plot, characters, making predictions and the way the author writes will support your child's comprehension skills.
5. Let your child see you reading – show them reading is both highly enjoyable and very useful. Set a great example.

Please sign your child's Reading Record to record their reading.

In addition to daily reading, children in:

- Years 1-2 will be assigned arithmetic tasks using the Numbots platform



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- Years 3-6 will be assigned arithmetic tasks using the TTRS platform and weekly spellings, they will also complete projects linked to their current units of study
- Year 6 students will also complete tasks which prepare them for the transition to Secondary School.

Further, optional home learning activities and competitions can be found by visiting [Nord Anglia's Global Campus](#).

3.7 Partnership With Parents

Since BSKL first opened its doors here in KL, it has had a strong sense of community spirit. All research shows that children benefit from a strong partnership with parents. We value the support of parents in school and are keen to promote strong home school links.

Parent Ambassadors

At BSKL, we value strong, positive relationships between home and school. To help foster these connections, each Primary class has one or two Parent Ambassadors who help build community spirit and ensure clear communication between families and the school.

Parent Ambassadors play a vital role in:

- Welcoming new families
- Sharing non-academic updates from the school
- Supporting the organisation of class events and celebrations
- Acting as a friendly link between parents and staff

The Head of Primary supports this group by leading regular meetings and offering guidance throughout the year.

For a detailed explanation of the responsibilities of a Parent Ambassadors, please see the link [here](#).

Please note: Parent Ambassadors are not responsible for addressing academic or pastoral concerns.



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If you have a query about your child's learning or wellbeing, we kindly ask that you follow the school's communication flow:

Class Teacher → Year Leader → Deputy Head → Head of Primary

Parent Academies

We also warmly invite all parents to attend our Parent Academy sessions, held most Wednesdays from 8:00–9:00 AM. These interactive sessions cover a range of topics from curriculum insights and assessment strategies to wellbeing, digital safety, and language support and are designed to help you feel more connected to your child's learning journey.

Whether you're a new parent or have been with us for years, we encourage you to get involved. Your partnership is key to helping our children thrive.

3.8 Uniform

At BSKL, wearing the correct school uniform helps create a sense of belonging, pride, and equality among our students. All children are expected to wear the full school uniform each day, including proper footwear, and to ensure their appearance is neat and tidy.

Please ensure that:

- All uniform items are clearly labelled with your child's name.
- Children wear the correct PE kit on designated PE and swimming days. (No Lions Team shirts, FOBISIA Team shirts or Sports Leaders tops)
- On non-PE days, students must wear plain black shoes.
- On PE days, students should wear plain black or plain white trainers (Multicoloured shoes or trainers are not permitted). We recommend black as white will not stay white for long.
- Long hair is tied back, and accessories are minimal
- Jewellery is limited to small stud earrings (for safety reasons).
- BSKL branded Hats or caps may be worn during outdoor activities but should be removed indoors.



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If for any reason your child is unable to wear the correct uniform, please notify the class teacher in advance. Full uniform guidelines, including purchasing information, can be found [here](#) or below.

By working together to maintain these expectations, we help reinforce a positive and respectful school environment.



3.9 School Lunches and Snacks

At BSKL, we prioritise student health and wellbeing by offering a variety of nutritious and balanced meal options each day. Families may also choose to send a packed lunch from home if preferred.

Please note: For safeguarding and logistical reasons, external food deliveries (e.g. Grab, FoodPanda, etc.) for students are not permitted. If a child forgets their lunch, the school will ensure they are provided with a suitable meal from the canteen.



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School Lunches

- A hot, varied, and nutritious lunch is available daily for all students.
- Lunches can be prepaid using the Vircle app or paid on the day using the student's prepaid ID card.
- For step-by-step guidance, please refer [here](#)

If your child has dietary restrictions whether for medical, religious, or allergy-related reasons please notify the school as soon as possible. We will inform our school kitchen team to ensure suitable alternatives are provided.

A school café is also available, offering healthy snacks and drinks at scheduled times during the day.

Early Years & Key Stage 1

- Early Years Foundation Stage (EYFS) children enjoy a family-style lunch served in the canteen, where they sit and eat together with their teachers.
- A healthy snack can also be purchased in EYFS and Key Stage 1 each day.

Key Stage 2 (Years 3–6)

- Children in Year 3 and above may bring a healthy snack from home to eat during mid-morning break. Suitable snacks include fruit, dry biscuits, or other light, nutritious options. They can also purchase a snack from the canteen or cafe.

Nut and Pork-Free School: Please note that BSKL is a nut-free and pork-free school. We have students with severe allergies, particularly to peanuts, and as such, no food items containing nuts or pork should be brought onto school premises under any circumstances.



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3.10 Special Days and Events

A number of school events are organised throughout the year to both enhance and provide information for parents about the curriculum:

- Year group productions
- Class Performances
- Musical concerts, instrumental recitals
- Festive celebrations (e.g., Hari Raya, Deepavali, Chinese New Year)
- Charity work
- Talent Shows
- Poetry performances
- An opportunity for pupils to take part in a Pupil led Assembly
- Curriculum Weeks
- International Days or Week
- Celebrations of the local culture and those represented in the school community
- Book week supported by a guest author
- An opportunity to display and exhibit work in an Art Exhibition
- Christmas Bazaar / Summer Fair with fundraising
- Swimming Galas
- Competitive age-appropriate Sports Day for all pupils
- Annual Speech Day celebrating the efforts and achievements of the year
- Parent Information evenings / Parent Workshops

3.11 Medical and Allergies

BSKL is committed to ensuring the health, safety, and wellbeing of all students during the school day. We have three full-time qualified nurses on site who manage daily medical needs, minor injuries, and illnesses that occur while children are at school.

In the event of a more serious medical concern, parents will be contacted immediately. If necessary, you may be asked to meet your child and the school nurse on-site, who will assist in arranging further medical attention. Please note: All medical expenses are the responsibility of the parent.



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Asthma, Allergies & Medical Conditions

If your child has a medical condition such as asthma, allergies, epilepsy, or any other health concern, it is essential that the school is fully informed. Where appropriate, an individualised healthcare plan will be developed in consultation with you and the school nurse, ensuring that the correct support, care, and procedures are in place to keep your child safe and well at school.

When to Keep Your Child at Home

To help protect all students and staff, we ask that you do not send your child to school if they are unwell. Children should stay at home if they are experiencing any of the following symptoms:

- A temperature above 37.5°C
- Vomiting or diarrhoea (students must remain at home for at least 24 hours after the last episode)
- A persistent cough or green/yellow nasal discharge
- Red or inflamed eyes with discharge (suspected conjunctivitis)
- A sore ear or other signs of infection

If your child becomes unwell during the school day, they will be assessed by the school nurse, and you may be contacted to collect them.

Returning to School After Illness

Children should be fever-free without medication for at least 24 hours before returning to school.

After vomiting or diarrhoea, children should remain at home for at least 24 hours following the last episode.

In the case of contagious illnesses (such as chickenpox, hand, foot and mouth disease, or COVID-19), families must follow medical guidance and inform the school nurse and the Head of Primary as soon as the illness is confirmed. This allows the school to take any necessary steps, including communicating with the wider community where appropriate and carrying out enhanced cleaning and sanitising measures.



To return to school following an infectious illness, families must provide a medical clearance note from a doctor, confirming that it is safe for the child to return to school. This clearance should be shared with the school nurse prior to the child's return.

Our nurses can be contacted via email using the following email address:
bskl.nurse@britishschool.edu.my

By working together, we can help ensure a healthy learning environment for all members of our school community. If you have any questions or concerns about your child's health at school, please don't hesitate to contact the school nurse.



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4. Thank you

Thank you for taking the time to read the BSKL Parent Handbook. We hope it has provided you with a clear understanding of our expectations, routines, and the many ways we work in partnership with families to ensure every child thrives.

At BSKL, we believe that a strong home-school connection is key to a successful learning journey. We are proud of our vibrant, international community and look forward to working closely with you to support your child's academic, personal, and social development.

If you have any questions or need further clarification on any aspect of school life, please don't hesitate to reach out to your child's class teacher or a member of our leadership team.

We're so pleased to have you as part of our BSKL family. Here's to a happy, successful, and inspiring school year ahead!



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