



Kingdom of Cambodia
Nation Religion King

Singapore Amicus International School
Quality, Discipline and Dignity
“The Future of Education”

Singapore Amicus International School Parents Handbook

Welcome Message

Dear Parents and Guardians,

Welcome to Singapore Amicus International School! We are thrilled to have you as partners in your child’s educational journey. This handbook provides essential information about our school’s policies, procedures, and expectations. Together, we can create a supportive and enriching environment for our students.

Warm regards,
[Principal’s Name]

School Vision and Mission

- **Vision:** To nurture responsible, lifelong learners who contribute positively to society.
- **Mission:** To provide a well-rounded education fostering academic excellence, creativity, and character development.

Communication Guidelines

Parent-School Communication

1. **School Contact Information:**
 - Main Office: [Phone Number] | [Email Address]
 - Principal’s Office: [Phone Number] | [Email Address]
 - Teacher Communication: Teachers can be reached through the school’s official email or by appointment.
2. **Parent-Teacher Meetings:**
 - Held quarterly to discuss student progress.
 - Additional meetings can be scheduled by request.

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Tel: 015/092/0976-588-598

ទីតាំងខេត្តកំពត Kampot Campus:
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Next to Mittpheap Wedding Hall, Sangkat Kampong Bay, Kampot City
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3. School Notifications:

- Regular updates are sent via email, the school’s app, and newsletters.
- Emergency alerts will be communicated via text messages and calls.

Parental Roles and Responsibilities

1. Support Learning at Home:

- Ensure students complete their homework and assignments.
- Encourage reading and use of educational resources.

2. Attendance and Punctuality:

- Ensure your child attends school regularly and arrives on time.
- Notify the school of absences through email or a written note.

3. Adherence to Policies:

- Familiarize yourself with and follow the school’s rules and guidelines.
- Reinforce the importance of respect, responsibility, and safety at home.

4. Involvement in School Activities:

- Participate in parent workshops, school events, and volunteer opportunities.
- Join the Parent-Teacher Association (PTA) to contribute to the school community.

School Policies

Attendance Policy

1. Students must attend school regularly; excessive absences may affect academic performance.
2. Parents must inform the school of planned absences in advance.
3. Medical certificates are required for absences exceeding two days.

Health and Safety Policy

1. Ensure your child is in good health before coming to school.
2. Notify the school nurse of any medical conditions or allergies.
3. Adhere to safety protocols, including drop-off and pick-up procedures.

Behavior Policy

1. Bullying, harassment, and disruptive behavior are strictly prohibited.
2. Parents will be notified of any behavioral issues and invited to collaborate on corrective actions.

Academic Information

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Testing Here



Homework and Assessments

1. Homework is assigned to reinforce classroom learning.
2. Assessments include tests, projects, and presentations.
3. Progress reports are issued quarterly to track student development.

Learning Support Services

1. Additional academic support is available for students who require it.
2. Parents will be informed if their child is recommended for intervention programs.

Extracurricular Programs

1. A variety of clubs, sports, and arts activities are offered to enhance student growth.
2. Enrollment in extracurricular activities is based on interest and availability.
3. Parents are encouraged to support and attend extracurricular events.

Fees and Payments

1. Tuition and activity fees are due by the specified deadlines.
2. Late payments may incur penalties as outlined in the fee policy.
3. For financial assistance inquiries, contact the school's finance office.

Important Dates

- Academic Year Start: [Date]
- Parent-Teacher Meetings: [Dates]
- School Events and Holidays: [Dates]

Acknowledgment

By signing below, parents and guardians acknowledge that they have read, understood, and agree to adhere to the policies outlined in this handbook.

Parent/Guardian Name: _____

Signature: _____

Date: _____

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We look forward to working closely with you for a successful and fulfilling school year at Singapore Amicus International School!

Preah Sihanouk, 15 September 2024

Hoeung Bunly
CEO

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