



Kingdom of Cambodia
Nation Religion King

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

School Students Handbook

Welcome Message

Dear Students and Parents,

Welcome to Singapore Amicus International School! This handbook serves as your guide to understanding the school's policies, expectations, and opportunities for growth. Together, we aim to create a safe, inclusive, and inspiring environment where every student can thrive academically, socially, and emotionally.

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.

Code of Conduct

Respect and Responsibility

- 1. Treat peers, teachers, and school staff with kindness and respect.
2. Take responsibility for your actions and learning.
3. Value diversity and promote inclusion.

Behavior Expectations

- 1. Follow classroom rules and participate actively in lessons.
2. Maintain academic honesty; plagiarism and cheating are prohibited.
3. Resolve conflicts peacefully and seek help when needed.

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ផ្លូវលំ ភូមិ៥ សង្កាត់៤ ក្រុង-ខេត្តព្រះសីហនុ Phum 5, Sangkat 4, Preah Sihanouk City
Tel: 015/092/0976-588-598

ទីតាំងខេត្តកំពត Kampot Campus:
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Next to Mittpheap Wedding Hall, Sangkat Kampong Bay, Kampot City
Tel: 093/014-588-598 Mail: academicsais@gmail.com

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Safety Guidelines

1. Refrain from bullying, harassment, or any form of violence.
2. Report unsafe conditions or behavior to a staff member.
3. Follow emergency procedures during drills or actual events.

Attendance and Punctuality

1. Students must attend school regularly and arrive on time.
2. Absences require a note from a parent or guardian.
3. Students arriving late must check in at the office before proceeding to class.

Dress Code

1. Wear the prescribed school uniform daily.
2. Ensure clothing is clean, modest, and adheres to school standards.
3. PE attire must be worn on designated days.

Academic Guidelines

Homework and Assignments

1. Complete all assignments by the due date.
2. Seek clarification from teachers when needed.
3. Use planners or tools to organize tasks effectively.

Grading Policy

1. Academic performance is evaluated through tests, assignments, and participation.
2. Progress reports are issued quarterly.
3. Parents are encouraged to attend parent-teacher conferences.

Student Services

Counseling and Guidance

- Available for academic support, career planning, and personal issues.
- Appointments can be made through the counselor's office.

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Health Services

- A nurse is available for first aid and health consultations.
- Parents must inform the school of any medical conditions or allergies.

Library and IT Facilities

- Students can borrow books and access digital resources.
- Respect library rules and handle resources responsibly.

Extracurricular Activities

1. A wide range of clubs, sports, and arts programs are available.
2. Participation requires commitment and adherence to rules.
3. Students are encouraged to balance academics and extracurriculars.

Disciplinary Actions

1. Minor offenses will result in verbal warnings or parent notifications.
2. Repeated or serious offenses may lead to detention, suspension, or expulsion.
3. Parents will be informed of any disciplinary measures taken.

Parental Involvement

1. Attend parent-teacher meetings and school events.
2. Support students in their academic and extracurricular endeavors.
3. Communicate concerns or suggestions with school staff constructively.

Important Contacts

- **School Office:** [015 588 598] | [academicsais@gmail.com]
- **Counselor’s Office:** [092 588 598] | [academicsais@gmail.com]
- **Principal’s Office:** [+855 96 988 0124] | [gunningfm@gmail.com]

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Acknowledgment

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

Student Name: _____
 Parent/Guardian Name: _____
 Signature: _____
 Date: _____

Thank you for being part of Singapore Amicus International School. Let's work together for a successful and enriching school year!

Preah Sihanouk, 15 September 2024

Hoeung Bunly
CEO

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