



Good Will Children Private school

Parent Handbook (2025 - 2026)

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At Good Will Children Private School, we provide a comprehensive education that serves as a strong foundation for our students' future. Our goal is to create lifelong memories for our students while fostering a diverse and supportive community that is committed to their success.

We believe active engagement is crucial in preparing our students for whatever challenges they may face. At Good Will, we prioritize academic, social, and emotional support for our students, recognizing that their well-being is of utmost importance. This commitment also extends to our staff, as we strive to make decisions that prioritize everyone's well-being.



SCHOOL INFORMATION



Vision

Empower students to develop a growth mindset and reach their full potential through collaboration, exploration, and citizenship, so they can impactfully contribute to the global community of a changing world.

Mission

GCPS develops the content knowledge, skillset, and ethics to make positive global citizens, true innovators, and passionate leaders.

GCPS cultivates a deep understanding of Islamic values and the culture of the UAE to develop a character that is identified by integrity, self-discipline, and tolerance.

By promoting a learning environment of academic excellence and building strong partnerships with families and the wider community, we prepare students to be, lifelong learners with high expectations, and an appreciation for diversity

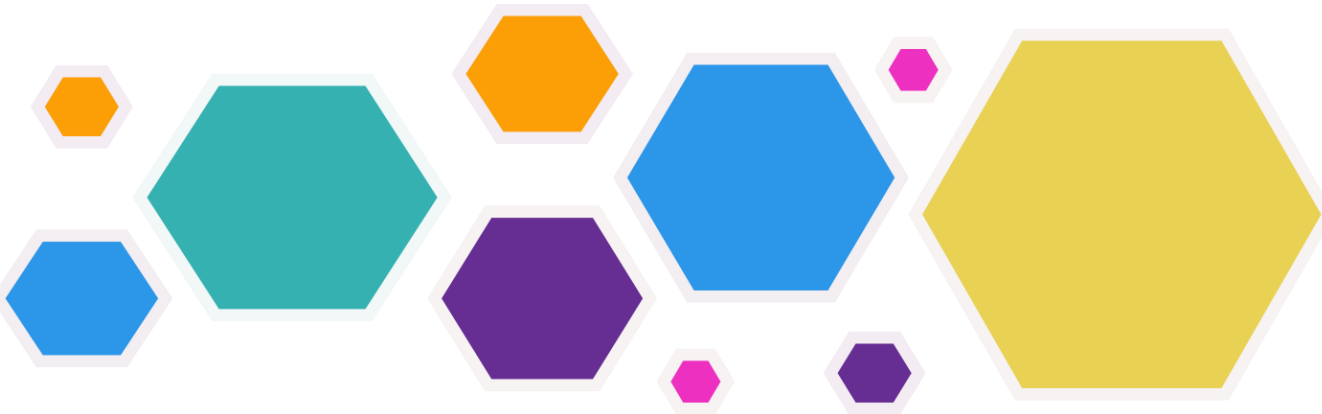
To provide broad and balanced learning opportunities that enable students to experience rich language acquisition and reach their full potential.



School Contacts

Administration Contacts

Section	Role	Person Responsible	Contact Number	Email Address
Admissions	Registrar	Ms. Zainah Naji	02-5534277	registrar@gcps.ac.ae
General Inquiries (Buses)	Receptionist Bus Supervisor	Mr. Subair	02-5534277	bus@gcps.ac.ae reception@gcps.ac.ae
Accounts	Accounts	Mr. Ola	02-5534277	accounts@gcps.ac.ae
Child Protection	Health & Safety Officer	Ms. Amritha & Ms. Charmaine	02-5534277	hse@gcps.ac.ae
Student Behavior	Students support	Ms. Amrutha	02-5534277	socialworker@gcps.ac.ae
Health and Safety	Health and Safety Officer	Ms.	02-5534277	hse@gcps.ac.ae
Parent communications	Receptionist	Ms. Erika	02-5534277	reception@gcps.ac.ae
IT(Orison)	IT Officer	Mr. Sajjad	02-5534277	itdept@gcps.ac.ae



School Contacts

Academic Contacts

Section	Role	Person Responsible	Language spoken	Tel.No
KG Department	KG1 KG2	Ms. Aileen. Ms. Upasana	<u>02-5534277</u>	aileen@gcps.ac.ae upasana@gcps.ac.ae
Arabic Department	KG to Grade 8	Ms. Bayan	<u>02-5534277</u>	bayan@gcps.ac.ae
Homeroom Department	KG to Grade 1	Ms. Noma Theba	02-5534277	noma@gcps.ac.ae
English Department	Grade KG-8	Ms. Noma Theba	02-5534277	noma@gcps.ac.ae
Maths Department	Grade KG-8	Ms. Rizwana Amin	02-5534277	rizwana@gcps.ac.ae
Science Department	Grade KG-8	Ms. Javed	<u>02-5534277</u>	u.javed@gcps.ac.ae
Urdu Department	KG to Grade 8	Ms. Firdous Amir	02-5534277	firdos@gcps.ac.ae

Parent Communication

Communication

Bus Issues

Subject related
homework, Curriculum

Progress reports,
Assessments

Student Behavior Issues
Child Protection

Admissions/Registrations

Mr. Subair

KG to Grade 8- Ms. Noma

Arabic – Ms. Nawras
Non-Arabic – Ms. Noma

Social worker and SEN

Ms. Zainah Naji

Mr. Ibrahim

Class teacher

Class teacher

Coordinate with Head
of Department

Administrative Coordinator

Principal

School Website



Check our school website regularly for updates: www.goodwillschooluae.com

Good Will Children Private School
British Curriculum

مدرسة أطفال الخير الخاصة
منهاج بريطاني

BRITISH CURRICULUM
Since 1992

**Good Will Children
Private School**

ADMISSION OPEN FOR
2025-2026

"Enable All"

KINDERGARTEN TO GRADE - 8

Approved Cambridge International School



Cambridge Pathway >

Cambridge Primary

5 to 11 years old*

A broad and balanced curriculum:

- 10 subjects (including English, Mathematics and Science)
- Classroom and external assessments

Cambridge Lower Secondary

11 to 14 years old*

A broad and balanced curriculum:

- 10 subjects (including English, Mathematics and Science)
- Classroom and external assessments

Cambridge Upper Secondary

14 to 16 years old*

A wide choice of subjects at:

- Cambridge IGCSE (70+ subjects)
 - Cambridge O Level (40+ subjects)
- Cambridge ICE Certificate

Cambridge Advanced

16 to 19 years old*

A wide choice of subjects at:

- Cambridge International AS & A Level (55+ subjects)
 - Cambridge Pre-U (20+ subjects)
- Cambridge AICE Diploma
Cambridge IPQ

School Timing

 KG Department

- Assembly & Registration 07:45 - 08:00 am
- Lessons 08:00 - 09:20 am
- Morning Break 09:20 - 09:40 am
- Lessons 09:40 - 11:40 am
- Lunch Break. 11:40 - 12:00 pm
- Lessons 12:00 - 01:30 pm

 Grade 1 - 8

- Assembly & Registration 07:45 - 08:00 am
- Lessons 08:00 - 09:30 am
- Morning Break 09:30 - 09:50 am
- Lessons 09:50 - 12:05 am
- Lunch Break. 12:05 - 12:25 pm
- Lessons 12:25 - 01:55 pm

- Students should be in school by 7:45 am.
- Assembly time for the new academic session will be at 7:45 am.
- Students from KG1 to Grade 8 coming with parents or via their transport will use Gate no 2. All other students will Come from Gate 3.
- Parents are requested NOT TO drop their children off at school before 07:00 am.
- Bus timings for students will be coordinated with parents by drivers and supervisors.



Protocols for student pick up safety



- Any person coming to pick up a child (other than parents) should present their Emirates ID at the reception and the parent is required to inform the reception beforehand.
- To ensure student safety within school premises, security doors have been installed to prevent the entrance of any unauthorized person.
- Anyone wishing to enter the school is requested to enter from gate no.2 (Main Reception), submit their Emirates ID, sign the visitor's book and adhere to the student's safeguarding rules and regulations.



School Uniforms

- Students must wear the prescribed school uniform daily, ensuring it is clean, neat, and presentable.
- It is recommended that students attend parent-teacher meetings in their school uniform.
- On P.E. days, students must arrive at school wearing their P.E. uniform with white or black sports shoes and white socks.
- Black shoes with white socks are required for all grade levels.
- Football shoes, colored shoes, pumps, open sandals, or high heels are not permitted on regular school days.
- Only school jackets are allowed within the school premises during cooler weather.

School Uniforms



Girl's Uniform



- For girls, black shoes with white socks/leggings/tights.
- Girls with shoulder or long hair should have it tied neatly.
- Girls must keep their nails trimmed, and nail polish or nail art is not permitted.
- A white Shela or headscarf is permitted for those who wish to wear a hijab. Colourful Shelas or headscarves are not allowed.
- No Makeup, Hair colour/highlights or Lip tint is allowed.
- Open sandals/Crocs and accessories are NOT allowed in the school on regular days.

Boy's Uniform



- Boys must wear black shoes with white socks.
- Long hair for boys is not permitted in the school.
- Hair should be well-groomed.
- Boys' shirts should be neatly tucked in.
- coloured and lengthy spikes hairstyles will not be allowed in the school.
- Football shoes, dark-colored shoes, open sandals/Crocs, and accessories are NOT allowed in the school on regular days.

KG Equipment

Please make sure to equip your child with the following for your child's ease:

- Kindly send an extra set of clothing with the name tag.
- Please provide wet wipes.
- Parents are recommended to provide medium-size bags, separate lunch boxes, and water bottles.
- Kindly don't provide any trolley bags.
- It is preferable that your child wears black shoes without laces to ensure comfort and safety.

Please send the required stationery list with your child:

- One box of colour crayons & pencils.
- Five glue sticks.
- Two boxes of pencils.
- Eraser and sharpener.
- Notebooks labelled with students' names accordingly.



School Lunch box

School lunch contributes up to one-third of a child's daily nutrient intake, so it is essential the items included are healthy and balanced.

- Students are advised to bring two lunch boxes
- Dairy (milk, yogurt, cheese)
- Fruits
- Vegetables and legumes
- cereals
- Water
- Junk foods and packet foods are not allowed

Cucumbers, carrot, yogurt are very healthy options to be packed in your child's lunch box



▽ Sharing food among students is not allowed to avoid inconvenience, as some children may have food allergies. Celebrating birthday parties within the school premises is not permitted.

Items Prohibited in School

To ensure the safety and well-being of all children in the School, kindly make sure of the following points :

- ▽ Mobile phones are not allowed to be brought to school.
- ▽ Toys/Replica of guns or any sharp items of destructive nature is not permitted.
- ▽ Labelling Belongings – Mandatory labelling of all personal items (bags, lunch boxes, jackets, water bottles).
- ▽ Medicine other than prescribed by a doctor (that is to be kept in the school clinic with the nurse).
- ▽ School management will not be responsible for the loss of articles or money that students bring.



School Bag Guidelines:

- Trolley bags are not allowed in school for all grades (KG 1- Grade 8).
- Students must use a normal school bag for safety reasons.
- Please ensure that the school bag weight adheres to the guidelines provided by ADEK (Abu Dhabi Department of Education and Knowledge).
- To help reduce the bag weight, students should bring only the necessary books according to to the daily timetable.

Grade / Year (US) (UK)	Max. Backpack Weight (KG)
KG1 / FS2	2.2
KG2 / Year 1	2.4
Gr 1 / Year 2	2.6
Gr 2 / Year 3	3.0
Gr 3 / Year 4	3.4
Gr 4 / Year 5	3.8
Gr 5 / Year 6	4.1
Gr 6 / Year 7	4.5
Gr 7 / Year 8	5.0
Gr 8 / Year 9	5.8





Bus Rules & Responsibilities

- Students must keep seatbelts fastened at all times.
- Discipline must be maintained on the bus all the time.
- Wait at the home pick-up area with your children at least 10 minutes before the bus's arrival.
- Bus supervisor's phone number will be shared with parents at the beginning of the sessions.
- Inform the bus driver/supervisor beforehand via phone call if your child will be absent to avoid lateness.
- Ensure that there is someone to receive your child (under age 11) from the bus when they return from school and sign the bus consent given by the bus supervisor.
- School will follow a zero-tolerance policy for safety issues inside the bus.
- Repeated disobedience and indiscipline in the bus may prevent the students from using the school transport.
- In case of any damage inside the bus caused by any student, parents will be liable to pay for the damage.
- In case of medical absences or early pick-up during the school day, contact reception.
- Direct communication with busy drivers/supervisors will not be encouraged, and the school will not take any responsibility regarding requests for change in timings, change of residence, or any other information shared directly with bus drivers/supervisors without involving school management.



Parent Expectations

Parents and guardians are expected to:

- Ensure that their child completes all homework assignments.
- Attend all scheduled parent-teacher meetings regularly.
- Send students to school well-equipped and prepared for learning.
- Book appointments at least one day in advance to meet the teacher or Head of Department, as same-day requests will not be accommodated.
- Comply with all rules and regulations set by the school management.
- Provide students with a filled water bottle daily.
- Ensure that students wear their P.E. uniform on designated P.E. days.



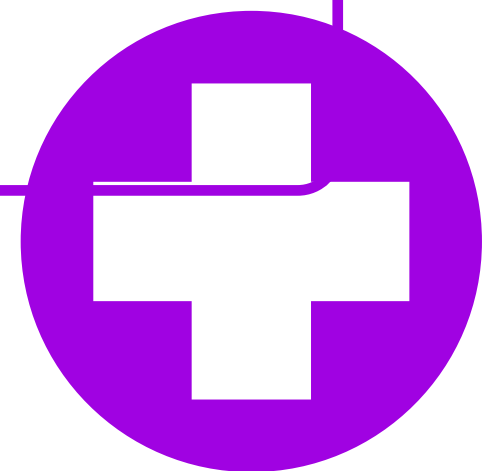
Attendance Expectations

- Absence from school without a valid reason is not acceptable. A high standard of education relies on consistent and regular attendance.
- Daily attendance and punctuality records are maintained to prepare necessary reports and issue warnings when required.
- In cases of emergency medical conditions or appointments, parents must inform the school promptly.
- To prevent the spread of contagious illnesses, students should remain at home for at least 24 hours (or longer if necessary) and provide a doctor's note confirming that the contagious period has passed (typically 3 to 5 working days).

School Clinic Guidelines



- If a child is diagnosed with a contagious illness or condition (e.g., chickenpox, head lice), parents will be contacted immediately to collect the child from school.
- Any medication required during school hours must be administered under the supervision of the school nurse.
- Parents must complete and submit the Medical Declaration Form if their child has special medical needs, dietary requirements, allergies, or physical impairments.
- If a child falls ill during school hours, they will be taken to the clinic and remain there until collected by a parent or guardian.
- Unwell students should not be sent to school, as this increases the risk of spreading illness to others.





Student Expectations in the Classroom

- Wash hands before and after eating, and after using the washroom.
- Do not share stationery, food, or personal items with other students.
- Attend all scheduled classes as per the timetable.
- Show respect to teachers, peers, and all school staff.
- Offer help to fellow students when appropriate.
- Listen attentively to others to encourage collaboration and positive classroom interactions.



KG 1	KG2 - Primary & lower Secondary
EYFS areas of learning : 1- Communication and language 2- Physical development 3- Personal, social, and emotional development 4- Literacy 5- Mathematics 6- Understanding the world 7- Expressive art and design	Cambridge International Curriculum for KG2, Primary and Lower Secondary : 1- English 2- Mathematics 3- Science 4- Information and Communication Technology 5- Physical Education 6- Art & Design 7- Music (integrated with other subjects)

UAE Ministry of Education Curriculum



UAE Ministry of Education Curriculum

Ministry Subjects (MOE) - KG TO Grade 8 :

- Arabic for the first language speakers (Natives)
- Arabic for second language speakers (Nonnatives)
- Islamic Studies in Arabic (For Muslims Only)
- Islamic studies in English (For Muslims only)
- Moral Education for all students (Grades 1 - 8)
- Civics studies / UAE SS Studies.



Optional Urdu Language classes are provided



School Assembly

Normal Assembly is conducted in the assembly point daily to begin the day with the recitation of the Holy Quran and the National Anthem.

5.5 School prayer room

School prayer rooms

School Prayer room is available for students and staff.



School Library Guidelines

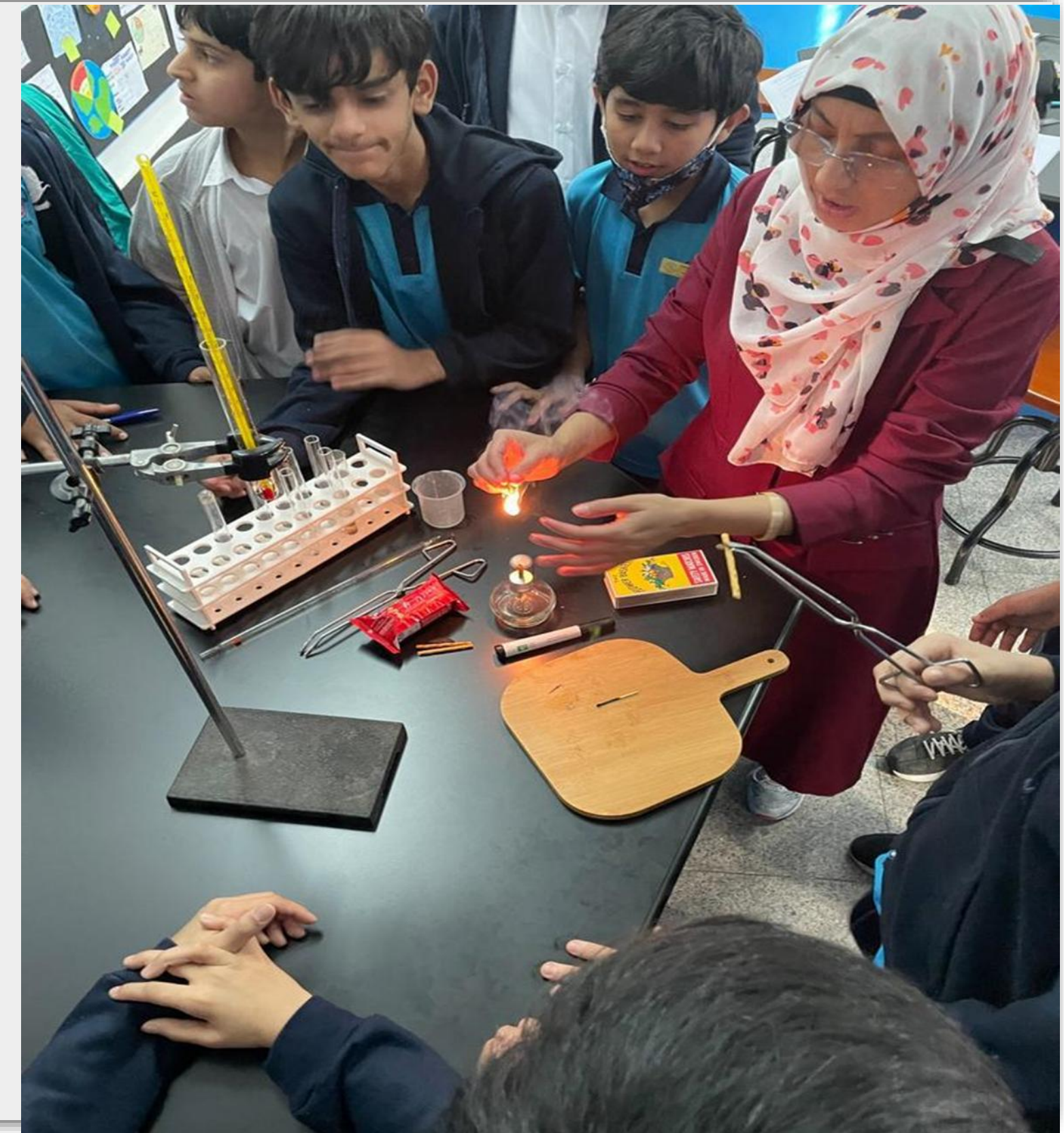
- The school library is a dedicated space designed to foster a love for reading among students.
- Each child may borrow one book per week, which will be placed in a plastic envelope labelled with their name and must be returned during their scheduled library period.
- Parents are requested to support the school in ensuring that all borrowed books are handled with care and returned on time.
- A replacement fee will be charged for any book that is overdue, lost, or damaged.



School Science Lab



- The school science lab provides students with opportunities to engage in hands-on learning and conduct a variety of experiments.
- All safety guidelines must be strictly followed while using the lab.
- Students are expected to handle all equipment with care and respect.





- The school provides all students with access to the Orison Learning Management System (LMS) through individual usernames and passwords.
- The LMS allows students, parents, and teachers to access lesson content, assessment details, quizzes, resources, and discussion boards.
- Teachers regularly upload learning materials, resources, and activities to support student learning.
- Students can use the discussion area for academic queries and collaborative learning.
- Assignments, quizzes, and assessment submissions should be completed via the LMS within the given deadlines.
- Parents are encouraged to check the LMS regularly for school updates, circulars, and important announcements.



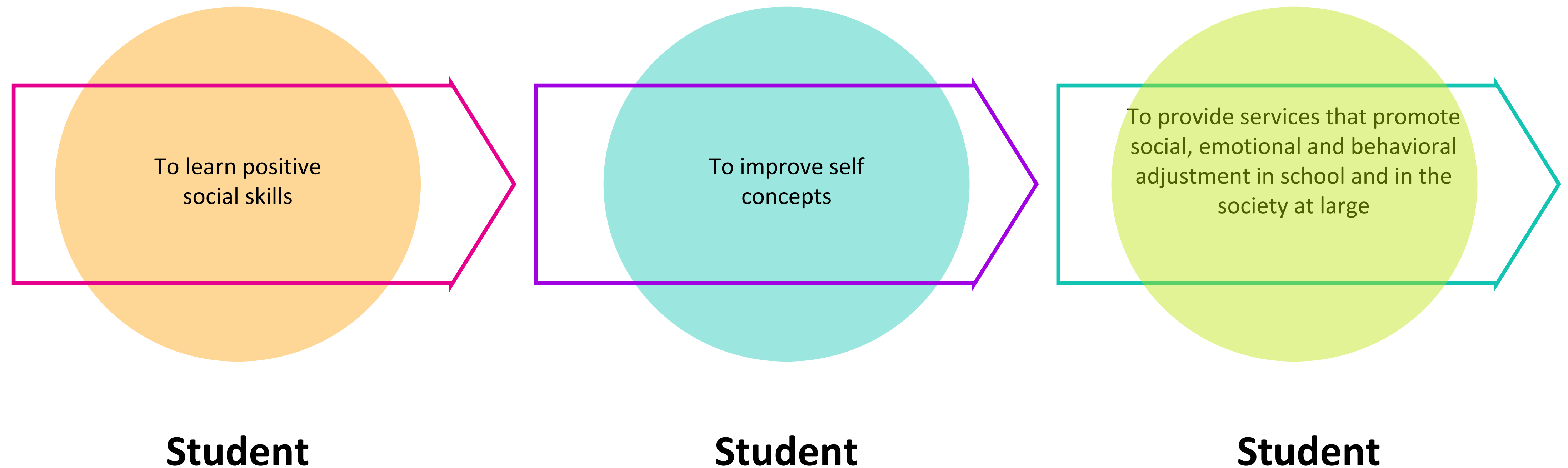
- Students are able to view the curriculum and access resources.
- Students can use the discussions area to enable social learning and facilitate communication with teachers about the lesson learning, activities, worksheets, and brainstorming.
- It allows viewing and completing quizzes and uploading assessment papers and / or assignments on orison.
- Students will be able to download the lesson-related resources, worksheets, and activities with flip classroom
- Orison LMS is also used for any school circulars, notifications, and messages to parents.
- Parents are always informed to check their discussion and student dashboard for updates from the school.





How the school Social Worker helps students

The school Social Worker supports students in developing positive social skills and promoting emotional well-being.





Good Will Children Private School is committed to providing high-quality education and a supportive learning environment that caters to the needs of all students. Our intervention program operates on three levels:

Tier 1
(Support through quality teaching)

Inclusive, high-quality teaching and learning strategies are implemented for all students as part of the whole-school approach.

Tier 2
(Intervention at small group level)

Additional support provided to small groups of students who need short-term assistance to catch up with their peers.

Tier 3
(highly individualized plan)

Highly personalized one-on-one support delivered by specialized staff to help students reach their full potential.



Physical Education (P.E.) Classes

Physical Education classes are provided for all students to promote a healthy and active lifestyle from an early age.

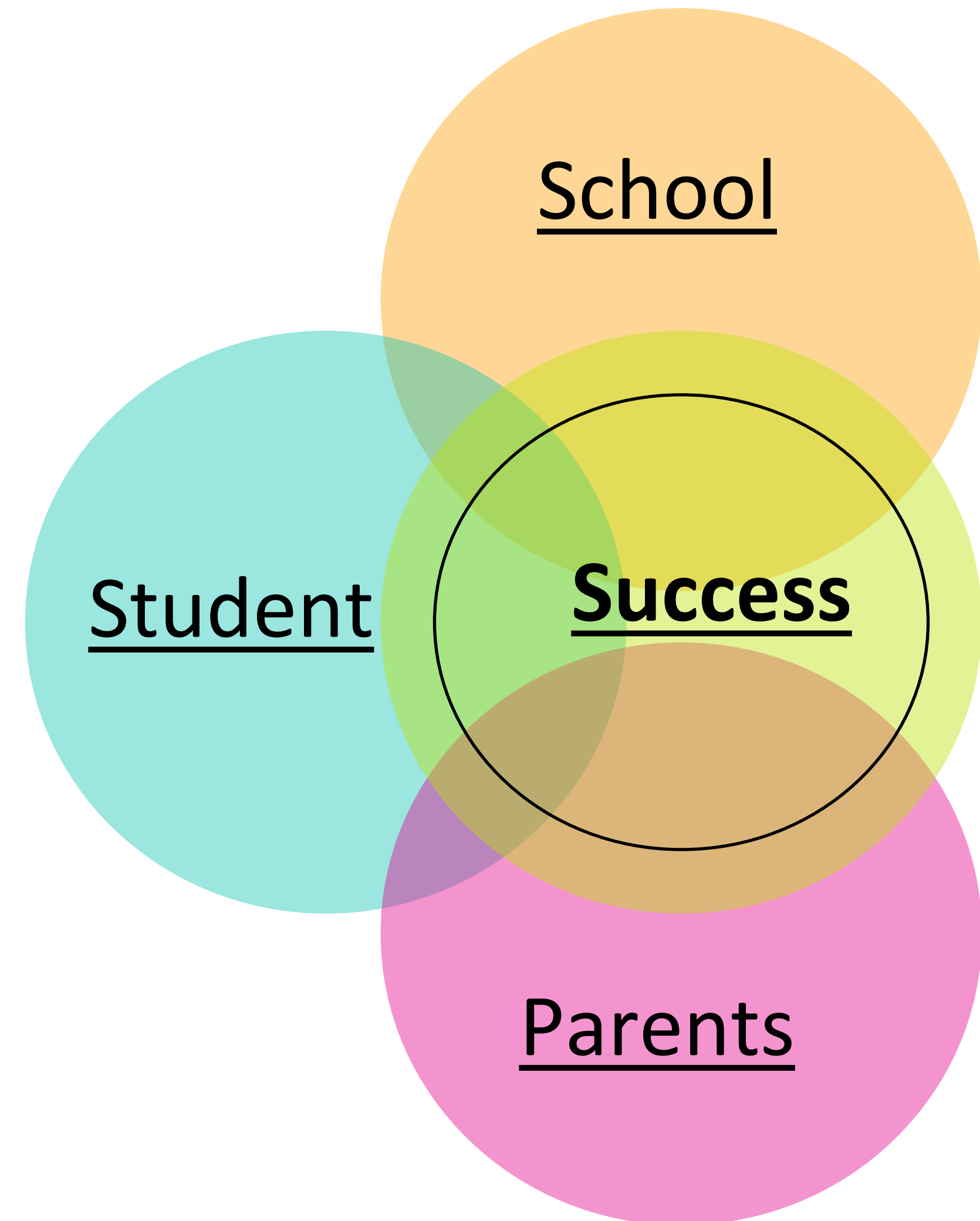
Activities include exercises designed to improve concentration, boost memory, increase self-confidence, and reduce stress levels.

Students must wear the prescribed P.E. uniform and sports shoes on designated P.E. days.



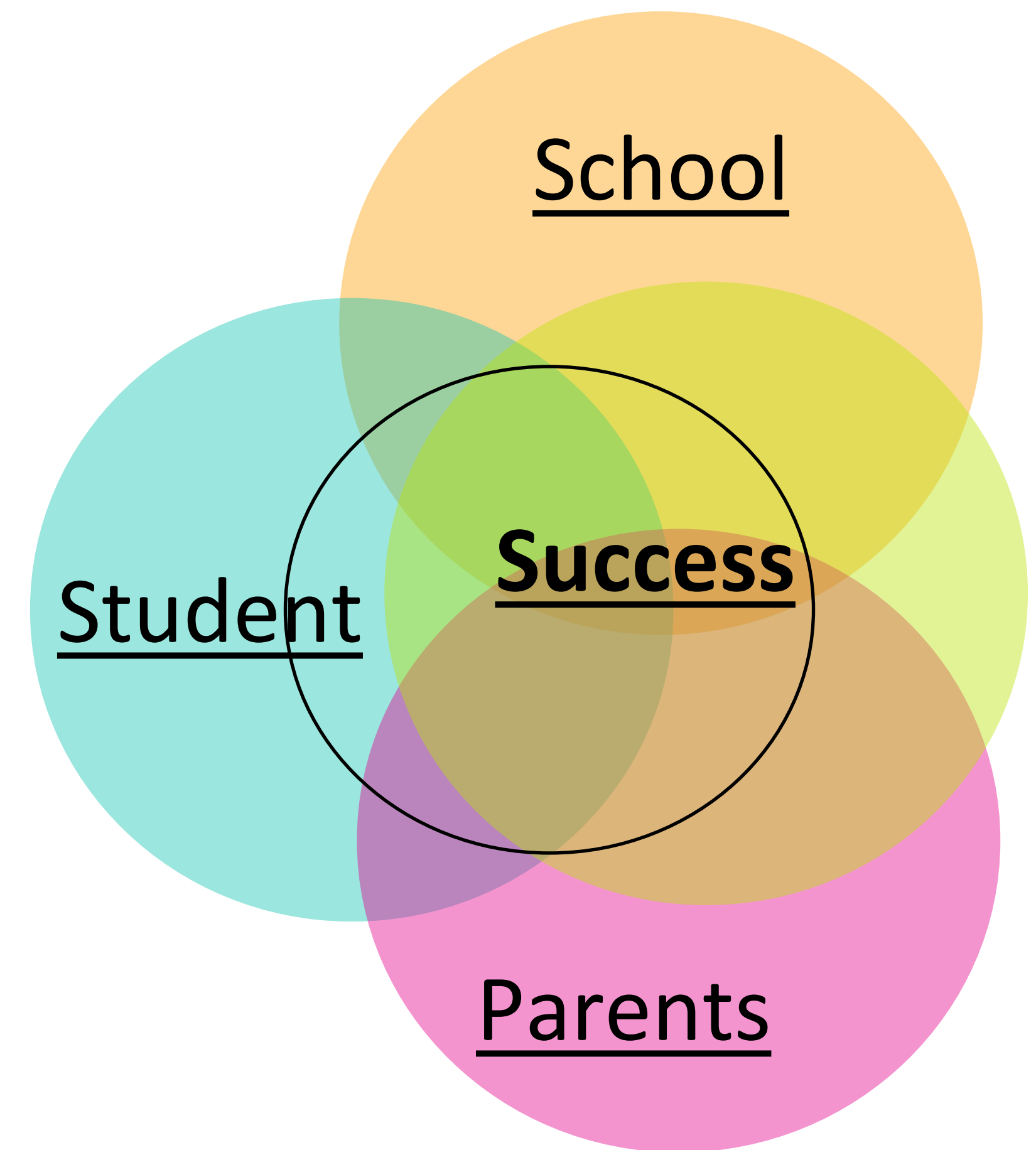
Strong Parent Partnership

- The school believes that a child's education is a shared responsibility between the school, the student, and the parents.
- Open communication, mutual respect, and active involvement are key to student success.
- Parents are encouraged to:
- Engage in their child's learning at home.
- Attend school events, meetings, and workshops.
- Work collaboratively with teachers to address academic or behavioural concerns.



- Good Will Children Private School is committed to providing a safe, supportive, and inclusive learning environment for every student.
- Our policies are designed to ensure student well-being, promote academic excellence, and foster positive behaviour.
- Key policies include:
 - **Student Protection Policy** – to safeguard students' well-being and safety.
 - **Student Behaviour Policy** – to build positive behaviour, promote a culture of respect, and clearly outline expectations for student conduct, including disciplinary actions for misconduct.
 - **Anti-Bullying Policy** – to prevent and address all forms of bullying.
 - **Student Code of Conduct** – to outline expected behaviour and responsibilities.
 - **Assessment Policy** – to ensure fair, consistent, and transparent evaluation of student learning.
- Full details of these and other policies can be accessed on the school website: www.goodwillschooluae.com.
- The school values open communication and collaboration with parents and encourages them to reach out with any questions, concerns, or suggestions.

"We deeply value the trust you have placed in us. Together, as partners in your child's educational journey, we will inspire, guide, and empower them to achieve their fullest potential."



Contact us



[https://www.facebook.com/Good- Will-Children-Private-School- 320836295303352/](https://www.facebook.com/Good-Will-Children-Private-School-320836295303352/)



[@goodwillcps](https://www.instagram.com/goodwillcps)



<http://www.goodwillschooluae.com>



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