

## Welcome to Academic Year 2018

Welcome back to Woodford International School. I hope that you've all had the holiday you wished for and are all as keen to get the kids back into Woodford. Overall the preparations for the new academic year are going well in spite of the somewhat inclement weather, which has impacted on our building works. When you return you will see that work on the new toilet block has been started, some classrooms have been painted, a newly positioned guard house is nearly completed, the top parking and drop off areas levelled and water and air conditioning have been checked and maintained. There are a few implications of these changes particularly as regards toilet use, parking and security all of which will be explained clearly over the coming days.

When you arrive at school you will also notice that some of the offices have moved to the new RAMSI building. Reception, Assistant Head (operations) Barbara Vollrath and my office are all to be found here as is the new "Sick Bay". The Finance Offices remains at the back of the wooden building, which is mostly being designated as the new Library/Media Centre.

This last week has been a very busy time for all staff. For teachers this was a professional development and classroom preparation week. Amongst other capacity building strategies we are undertaking a thorough review of school policies and procedures, improving teaching practice through the HITS (High Impact Teaching Strategies) and preparing for the whole PYP visitation and self-study process. It has also been a far from relaxed time for the office and maintenance staff. So I would like to express my sincere thanks to all of those people who have worked to such good effect, in often very difficult circumstances, to prepare the school for re-opening.

Of course there will be a few issues and hiccups over the coming days and I ask parents to be patient. I am very pleased to report that it looks likely we will have some slight increase in expected enrollments but this may well put a little pressure on human and other resources in the opening weeks. I am keen that parents and students know exactly who does what at the school to iron out difficulties so I have prepared this hopefully straightforward guide chart (**see below**). If at all in doubt on who to see or where to find them please pop into Reception and ask one of the young women working in the Front Office. You will also find many temporary notices on and around the new offices.

<p>Primary Principal Cherolyne Tasa (cherolyne.tasa@wis.edu.sb) All issues pertaining to primary pastoral and administration.</p>	<p>PYP Coordinator Paola Osorio (paola.osorio@wis.edu.sb) All issues pertaining to primary curriculum, PYP accreditation and PYP communication</p>
<p>High School Principal Alex Haro (alex.haro@wis.edu.sb) All issues pertaining to Years 9 to 12 including pastoral, discipline, curriculum careers and timetabling.</p>	<p>Middle School Principal Ryan Matopodzi (ryan.matopodzi@wis.edu.sb) All issues pertaining to Years 6 to 8 including pastoral, discipline, curriculum careers and timetabling..All ECAs</p>
<p>Assistant Head (Operations) Barbara Vollrath (barbara.vollrath@wis.edu.sb) Daily school events, enrolments, health and safety, maintenance and ancillary staff</p>	<p>Assistant Head (IT and School Development) Rakesh Pandey (rakesh.pandey@wis.edu.sb) Information technology, school examination centre, systems management and college entry</p>
<p>Business Manager Michael Wyatt (michael.wyatt@wis.edu.sb) All school business, non-staff contracts and financial management</p>	<p>Financial controller Margaret Tetepe (margareth.tetepe@wis.edu.sb) All budget matters including fee queries and invoices.</p>
<p>Head of School Anthony Baron (headofschool@wis.edu.sb) All policy issues and management queries. Access to the School Board.</p>	

There are a few new faces either at school or soon to arrive and I extend a very warm welcome to Mike Wyatt (Business Manager), Michael Hatfield (Individual (Special) Needs), Ianju Chen (Mandarin), Nicola Sykes (Primary) and Randy Chite (Technician and Probationary Teacher). Randy and Nicola have already been hard at work, Mike should arrive on Monday and we await immigration clearance for Michael and Ianju. I would also like to welcome Mike Wyatt and Cherolyne Tasa on to the Leadership Team. Please be gentle with them because it is, I can assure you, not an easy job at first but hopefully rewarding eventually.

Finally, a reminder to please pay your fees in good time. Don't hesitate to contact the school if there are any issues on this matter.

Just in case you missed it:

- New Students arrive for Orientation on Monday 29<sup>th</sup> January at 9.00 a.m
- All students start school on Tuesday 30<sup>th</sup> January at 8.20 a.m.

More dates soon and an up-to-date calendar appears on the website.

We look forward to a very productive and happy school year 2018.

**Sincerely,**

Anthony Baron,  
Head of School  
[headofschool@wis.edu.sb](mailto:headofschool@wis.edu.sb)