Bag Organization and Guidelines for Parents

FIRST DAY PACK

Session 2016-2017

Millennium International Primary Programme (MIPP)
Millennium International Lower Secondary Programme (MILSP)
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"The Millennium Schools aim is to bring out the best in a child mentally, intellectually, academically, physically, entrepreneurially and culturally by developing the attitudes, skills, knowledge and values in the students, thus required to meet the Global Challenges as millennials in the 21st century through advancements in our school curriculum, teaching pedagogy, school culture, learning environment and enabling technology."

The Future Starts Here!

Roots Millennium Schools

+92 51 2375201-6

www.millenniumschools.edu.pk
Dear parents,

On behalf of our entire staff, I thank you for being with TMS. It is our distinct privilege to be partners together in the education of your child. TMS staff, students and community members come together to serve each and every student in their unique needs and talents. Our school community strives to instill in each child the excitement that comes with learning, where the bar is set high and academics are aligned to international standards. Our teachers and staff are highly qualified and committed to serve all aspects of each student, academically, emotionally and physically.

TMS aims to create a safe, welcoming, and spirited school culture. With authentic learning experiences for all Millennials, we strive to provide more choice within a richly varied, challenging curriculum, personalized learning and academic success of our learners.

TMS is known for promoting an awareness and appreciation of international perspectives and integration of current technology in the classrooms.

TMS offers a unique and robust learning community with the rich academic and co-curricular opportunities intertwined with the personal connections and community support. Our expert staff works tirelessly, to build and sustain our school community that promotes personal connections, inquiry, agile minds, and determination. This is achieved through innovative instructional practices and programming that is student-centered, project based, relevant to student experiences, and applicable in the real world setting. Our education system helps students to discover and then develop their passion with the help of caring teachers, strong academics, diversity of programs and Islamic values.

Learners are encouraged to utilize this opportunity to explore options, build upon talents, and gain experience that will help shape future success and achievements. Our goal at TMS is to support each and every learner in our community, to explore their highest potential, attain the skills necessary for career readiness, and feel deeply connected to, and supported by the school and community.

Working together we can attain this goal.

I am excited to embark upon this journey with Millennials. I look forward to support them as they strive to attain their educational goals. This will prove to be an amazing year at The Millennium School.

Our teachers are dedicated to know and meet the needs of each and every student and we value your participation and input. Your ideas, suggestions and involvement in your child’s academics, help us to bring out the tremendous inlaid qualities and make school a better place for our young learners.

The Quest starts here, but it is only the beginning!
Thank you for your continued support.

With kind regards,

Erum Atif
Director Academics & Education
The Millennium Schools
dqca@millenniumschools.edu.pk
Books to remain in bags on daily basis:
1. Oxford Reading Tree-Stage 6. *The current book being read in classroom is be kept in school bag and rest all readers to be kept at home.
2. Urdu Textbook
3. Let’s Learn Together! Smart Math Book - 1
4. Inspiring Science - 1 Textbook

Books to remain in class cupboard:
1. Ginn-Junior English Book 1
2. Nelson Handwriting Workbook (2) - Blue Level
3. Oxford Reading Tree-Stage 6 & 7
4. Revised Edition New Oxford Social Studies for Pakistan 1
5. Our Prophet (S.A.W.W) Part 1
7. Folens

Notebooks to remain in bag on daily basis:
1. Folens English Skills (4 Lines Notebook)
2. Urdu (Broad Line Notebook)
3. Science 4 Lines Interleaf Notebook (optional)
4. Rough Notebook
5. School Diary
6. Mathematics Square notebook (on alternate days)

Things and notebooks to remain in class cupboard:
1. English Language (4 Lines Notebook)
2. Creative Writing (4 Lines Interleaf Notebook)
3. Intel RMS ICT In-house Skills for Success Course Grade 1 (optional)
4. S. Studies (4 Lines Interleaf Notebook)
5. Science [4 Lines Interleaf Notebook (optional)
6. Art & Craft Kit /Folder

Readers
Oxford reading tree is a series of readers that develops full reading fluency. At TMS ORT is introduced in the Montessori and children are taught reading through phonic approach. All our children have successfully completely ORT series. Each book contains a list of new words which keeps on increasing from book to book. Reading skill is accelerated and children experience pleasure and a sense of achievement. Now children will move on to ORT stage 6 and 7. Parents are requested to keep the remaining readers safe at home and only send the reader that is being read in the class.

Kindly ensure that the notebooks are well maintained and returned to the class teacher as per her instructions which will be clearly stated in the child’s R.A. diary.

In case if you have any queries or concerns, kindly correspond with the class teacher. To remain actively involved in your child’s development and academic progress, you are requested to read his/her R.A. diary on daily basis and sign accordingly. At TMS, we believe in triangle approach to educate with the fullest participation of parents, school and student. At this stage encourage them to buy books instead of toys as it is only through books that we can develop the intellectual capacity of our children. Reading habit has to be cultivated in the primary years.
**BOOKS TO REMAIN IN BAGS ON DAILY BASIS:**
1. Oxford English Quest-Pupil and Companion book 1
2. Oxford Reading Tree- Stage 8
3. Nelson Handwriting Workbook (3) - Blue Level
4. Oxford little dictionary
5. Urdu Textbook “Ujala 2”
6. Our Prophet (S.A.W.W) Part 2
7. New Syllabus Oxford Primary Mathematics Workbook 2A or 2B (as per R.A)

**BOOKS TO REMAIN IN CLASS CUPBOARD:**
1. Junior English Book 1 Haydn Richards (This book is progressive for class I & II) New Edition
2. Oxford Reading Tree- Stage 8-9 (optional)
3. Urdu ‘Ujala’ Workbook 2
4. Our Prophet (S.A.W.W) Part 2 Workbook
5. Folens English Skills 2
8. New Syllabus Oxford Primary Mathematics -Workbook 2 (A or B)
9. New Syllabus Oxford Primary Mathematics Stage 2 (Book)
10. My Little Atlas

**NOTEBOOKS TO REMAIN IN BAG ON DAILY BASIS:**
1. Quest English Notebook
2. Urdu Notebook
3. Science [4 Lines Interleaf Notebook(optional)]
4. Mathematics Square notebook (on alternate days)
5. Rough Notebook
6. School Diary

**THINGS AND NOTEBOOKS TO REMAIN IN CLASS CUPBOARD:**
1. English Language  (4 Lines NoteBook)
2. Creative Writing (4 Lines Interleaf Notebook)
3. Intel RMS ICT in-house Skills for Success Course Grade 2(optional)
4. S. Studies (4 Lines Interleaf Notebook)
5. Islamiyat (4 Lines Notebook)
7. Art & Craft Kit/Folder

**READERS**
Oxford reading tree is a series of readers that develops full reading fluency. At TMS ORT is introduced in the Montessori and children are taught reading through phonic approach. All our children have successfully completely ORT series. Each book contains a list of new words which keeps on increasing from book to book. Reading skill is accelerated and children experience pleasure and a sense of achievement. Now children will move on to ORT stage 6 and 7. Parents are requested to keep the remaining readers safe at home and only send the reader that is being read in the class.

Kindly ensure that the notebooks are well maintained and returned to the class teacher as per her instructions which will be clearly stated in the child’s R.A. diary.

In case if you have any queries or concerns, kindly correspond with the class teacher. To remain actively involved in your child’s development and academic progress, you are requested to read his/her R.A. diary on daily basis and sign accordingly. At TMS, we believe in triangle approach to educate with the fullest participation of parents, school and student. At this stage encourage them to buy books instead of toys as it is only through books that we can develop the intellectual capacity of our children. Reading habit has to be cultivated in the primary years.
**BOOKS TO REMAIN IN BAGS ON DAILY BASIS:**
1. Oxford English Quest-Pupil and Companion book 2
2. Oxford little dictionary
3. Oxford progressive English readers 1
4. Nelson Handwriting ,Workbook (4) - Blue Level
5. New Syllabus Oxford Primary Mathematics Workbook 3A or 3B (as per R.A)
8. Urdu Textbook “Ujala 3”
9. Mercy to Mankind Part 1

**BOOKS/WORKBOOKS TO REMAIN IN CLASS CUPBOARD:**
1. Folens English Skills -3
2. Urdu ‘Ujala’ Workbook 3
4. New Syllabus Oxford Primary Mathematics -Workbook 3 (A or B)
5. New Syllabus Oxford Primary Mathematics Stage 3(Book)
6. Mercy to Mankind Workbook Part 1
7. Oxford progressive English readers 1(optional)
8. Urdu ‘Khayali Pulo’

**NOTEBOOKS TO REMAIN IN BAG ON DAILY BASIS:**
1. Quest English (4 Lines Notebook)
2. Science 4 Lines Interleaf Notebook(optional)
3. Mathematics Square notebook (on alternate days)
4. Urdu (Broad Line Notebook)
5. Rough Notebook
6. School Diary

**THINGS AND NOTEBOOKS TO REMAIN IN CLASS CUPBOARD:**
1. English Language (4 Lines Notebook)
2. Creative Writing (4 Lines Interleaf Notebook)
3. Handwriting & Progressive English 4 Lines Notebook
4. Intel RMS ICT In-house Skills for Success Course Grade 3(optional)
5. S. Studies (4 Lines Interleaf Notebook)
6. Islamiyat (4 Lines Notebook)
7. Science (4 Lines Interleaf Notebook (optional))
8. Art & Craft Kit/Folder

**READERS**
Oxford progressive English Readers 1 have been introduced in Class III to further accelerate the reading skills in young children and at the same time expose them to new vocabulary. Children develop their comprehension skills, extend their imagination and enhance their vocabulary which ultimately leads to language proficiency by reading independently. These books will be read in school as well as at home to stimulate young minds. English teacher will be maintaining the individual reading inventory of the students. **Parents are requested to keep the remaining readers safe at home and only send the reader that is being read in the class.**

Kindly ensure that the notebooks are well maintained and returned to the class teacher as per her instructions which will be clearly stated in the child’s R.A. diary. In case if you have any queries or concerns, kindly correspond with the class teacher. To remain actively involved in your child’s development and academic progress, you are requested to read his/her R.A. diary on daily basis and sign accordingly. At TMS, we believe in triangle approach to educate with the fullest participation of parents, school and student. At this stage encourage them to buy books instead of toys as it is only through books that we can develop the intellectual capacity of our children. Reading habit has to be cultivated in the primary years.
Books to remain in bags on daily basis:
1. Oxford English Quest-Pupil and companion book 3
2. Junior English Book 3 - New Edition
3. Little Oxford Dictionary
4. Oxford Progressive English Reader - 3
5. Nelson Handwriting Workbook 5-Red Level
6. New Syllabus Oxford Primary Mathematics Workbook 4A or 4B (a s per R.A.)
10. Mercy to Mankind Part 2

Books to remain in class cupboard:
1. Oxford Progressive English Reader 2, 3 (optional)
2. Folems English Skills 4
3. New Syllabus Oxford Primary Mathematics -Workbook 4 (A or B)
4. New Syllabus Oxford Primary Mathematics Stage 4 (Book)
5. Ujala workbook 4
6. Rustam Suhrab aur Dusri Kahaniyan
7. Mercy to Mankind Workbook Part 2

Things and notebooks to remain in bag on daily basis:
1. Quest English (4 Lines Notebook)
2. Science (4 Lines Interleaf Notebook (optional))
3. Mathematics Square notebook (on alternate days)
4. Urdu (Broad Line Notebook)
5. Rough Notebook
6. School Diary

Things to remain in class cupboard:
1. English Language (4 Lines Notebook)
2. Creative Writing (4 Lines Interleaf Notebook)
3. Handwriting and Progressive English (4 Lines Notebook)
4. Intel RMS ICT In-house Skills for Success Course Grade 4
5. S. Studies (4 Lines Interleaf Notebook)
6. Islamiyat (4 Lines Notebook)
7. Science [4 Lines Interleaf Notebook (optional)]
8. Art & craft kit/Folder

READERS
Oxford progressive English Readers 2 have been introduced in Class III to further accelerate the reading skills in young children and at the same time expose them to new vocabulary. Children develop their comprehension skills, extend their imagination and enhance their vocabulary which ultimately leads to language proficiency by reading independently. These books will be read in school as well as at home to stimulate young minds. English teacher will be maintaining the individual reading inventory of the students. Parents are requested to keep the remaining readers safe at home and only send the reader that is being read in the class.

Kindly ensure that the notebooks are well maintained and returned to the class teacher as per her instructions which will be clearly stated in the child’s R.A. diary.

In case if you have any queries or concerns, kindly correspond with the class teacher. To remain actively involved in your child’s development and academic progress, you are requested to read his/her R.A. diary on daily basis and sign accordingly. At TMS, we believe in triangle approach to educate with the fullest participation of parents, school and student. At this stage encourage them to buy books instead of toys as it is only through books that we can develop the intellectual capacity of our children. Reading habit has to be cultivated in the primary years.
READERS
Oxford progressive English Readers 3 have been introduced in Class III to further accelerate the reading skills in young children and at the same time expose them to new vocabulary. Children develop their comprehension skills, extend their imagination and enhance their vocabulary which ultimately leads to language proficiency by reading independently. These books will be read in school as well as at home to stimulate young minds. English teacher will be maintaining the individual reading inventory of the students. Parents are requested to keep the remaining readers safe at home and only send the reader that is being read in the class.

Kindly ensure that the notebooks are well maintained and returned to the class teacher as per her instructions which will be clearly stated in the child’s R.A. diary.

In case if you have any queries or concerns, kindly correspond with the class teacher. To remain actively involved in your child’s development and academic progress, you are requested to read his/her R.A. diary on daily basis and sign accordingly. At TMS, we believe in triangle approach to educate with the fullest participation of parents, school and student. At this stage encourage them to buy books instead of toys as it is only through books that we can develop the intellectual capacity of our children. Reading habit has to be cultivated in the primary years.
LOWER SECONDARY SCHOOL
CLASS VI-VII

GENERAL INSTRUCTIONS

- R. A. diary is compulsory.
- Timetable must be written in the R. A. diary.
- Preparatory School students must be clear which textbooks and notebooks need to be kept in their bags according to the timetable and instructions given by the teacher. Generally the following sequence is to be followed:
- Intel TMS ICT Skills for Success Course Book 6 and 7 to be kept in school.
- Bags become cumbersome when the students are not clear which text book will be used, they tend to bring all the books.
- Students must bring their complete stationery according to the demand of the lesson.
1. All the students must be punctual.
2. Late comers will be fined.
3. Leave of absence (except in case of sickness) must be given in advance.
4. No student will leave school premises during school hours without the permission of the Branch Head.
5. Every student must wear prescribed uniform daily. Uniform must be neat and clean.
6. Personal cleanliness is essential. Students should maintain neat & tidy appearance.
   a. Nails should be trimmed short and kept clean.
   b. Nail polish is not allowed.
   c. Teeth must be thoroughly brushed.
   d. Hair must be thoroughly combed.
   e. Boys should have their hair cut short.
   f. Girls with hair longer than shoulder length should keep it tied up.
   g. Only black headgear / trimmings are allowed to be worn.
7. Wearing ornaments like rings / bracelets / lockets etc. is not allowed. Girls may wear simple earrings.
8. No expensive jewellery / pencil cases / stationery items / lunch boxes are allowed to be brought to school. School will not be responsible for the loss of these articles.
9. Large amount of money should not be brought to school. The school will not be responsible for any loss of clothes, books, money or other items.
10. Any damage done to school property, furniture, walls, windows etc, the student responsible should compensate for.
11. There will be no exchange of video / video games / audio cassettes / books or any gift items.
12. **MOBILE PHONES ARE STRICTLY PROHIBITED**
    No student is allowed to bring cell phone / CD’s / magazines to school. In case of violation of school rules cell phone will be taken into custody by the Branch Head and a penalty will be imposed.
13. Monthly progress reports and examination report cards that go home must be signed by parents and brought back the very next day. For loss of report card a fine of Rs. 50 will have to be paid.
14. All notebooks used by the students must be with school monogram. They are to be kept neat and labelled correctly.
15. All children must compulsorily take part in all co-curricular activities organised by the school. These are especially designed for the overall educational needs and personality development of each child.
16. No parcels / lunch boxes / books etc will be entertained by the school office during the school hours. All students must bring along all their items once they enter school in the morning.
17. Students having behavioural problems are given special counseling a session as physical punishment is strictly forbidden.
18. **School administration reserves the right to expel the student on grounds of academic weaknesses, misconduct, ill-discipline and misbehaviour without any show cause notice / warning (Ref. Para 4 Admission Form)**
19. However no student is allowed to disturb the academic environment of the school which is a pre-requisite for pursuing academic excellence.
20. There is a Duty Teacher in every branch and she / he remains in attendance till 03:00 p.m.
Dear Parent / Guardian,

At “The Millennium Schools” we encourage our young children to think independently by arousing their imagination through stimulating pictures, stories, videos, show and tell time and talking sessions. All these teaching and learning approaches arouse curiosity among the young children and they start posing with questions. These activities enhance their vocabulary and thinking skill. Thus commencing from Montessori we encourage our children to write independently on topics relevant to their age group and of interest to them in class under the guidance of their English teachers.

In the Beginning stage 1, we do not check their writings for spelling errors, punctuation, mistakes etc. In this stage our aim is to uncover their creative thoughts in their own expression and gradually develop their creative writing skills by exposing them to a variety of writing approaches using new vocabulary in the form of word banks, worksheets, picture stories, clues, fill in the blanks and picture sheets. We give lot of practice to our young kids and finally develop them into brilliant creative writers and thinkers by the time they complete their primary programme. Grammar, sentence structures, vocabulary and spellings are developed side by side by following a stepped approach. We must remember that the edifice of future learnings is based on the strong foundation laid in our early years schooling; montessori - primary. We look forward to your whole hearted cooperation and support in the attainment of our goals. Kindly encourage your child to establish personal room library and encourage him/her to make books his/her best friends.

"Books are the quietest and most constant of friends; they are the most accessible and wisest of counselors, and the most patient of teachers."

Charles William Eliot
Mathematics concepts are thoroughly taught in the class. Ample practise is done in the books, workbooks and notebooks through ‘Activity cards’.

All students are encouraged to ask for clarification in case of any problem in understanding of concepts.

Individual help is given to students as per requirement.

Mathematics is an abstract subject and needs rigorous practice on daily basis.

All students have to reinforce the concept taught and practised in the class by doing the Reinforcement neatly in their Mathematics workbook/notebook at home.

Every day student has to submit his/her Mathematics workbook/notebook for checking in the first period to the “Subject In-charge” for checking.

In case a student faces any problem while doing his / her Mathematics R.A, kindly do not do his / her assignment instead guide him to think and solve the problem independently as the very essence of giving the R.A would diminish. Still if the student cannot solve the problem, he / she must leave it blank on neat workbook/notebook and try on rough notebook and the respective teacher shall guide him/her in the class the following day.

Home tuitions are strictly forbidden.

To achieve 100% marks in Mathematics a student has to be regular in attendance and needs to be attentive, enthusiastic and motivated.

Only rigorous practice can yield A-I Grade in Mathematics. Parents’ cooperation will be highly appreciated.

Mathematics teacher shall always be available for any support / help in her respective subject.

Maths Supplementary Classes are held after school hours as and when need arises.

Complete teaching is done in school.
GUIDELINES FOR PARENT / GUARDIAN / STUDENT
CLASS I-VII

NEW ACADEMIC YEAR:
Commences w.e.f. Monday 22nd August, 2016
Our new academic session will commence from August 2016

REGULAR SCHOOL TIMINGS:
Primary Tier:
Grade-1 - Grade-3: 8:00 a.m - 02:00 p.m.
Grade-4 - Grade-7: 8:00 a.m. - 02:30 p.m.
IGCSE: 8:00 a.m. - 02:30 p.m.

Note:
School will observe the same pack up timings for all levels on Friday that is 12:00 noon.

OPEN DAY:
Last Saturday of every month is a working school day and different co-curricular and extracurricular activities are planned for the students to develop their creative, aesthetic and physical abilities. At “TMS” we are committed to develop wholesome personalities by providing a forum on which students could display their potential talents. All students are under obligation to attend the Open Days.

DRESS CODE: All students come dressed in casual clothes/ theme dress etc. as per instructions of their respective class teachers.

TIMINGS: Regular school timings are observed

DROPPING OF YOUR CHILDREN:
Kindly ensure that your child is dropped inside the school and handed over to the duty teacher present at the entrance.

COLLECTION OF CHILDREN:
At closing hours all children should be collected from inside the school premises. Students are not allowed to go home with friends after closing hours. Only deputed transport / driver / guardian / parent can collect them from inside the school premises. NO CHILD IS ALLOWED TO LEAVE THE SCHOOL DURING THE SCHOOL HOURS UNLESS PERMITTED BY THE BRANCH HEAD HEADMISTRESS / PRINCIPAL by issuing a written permission slip.

Kindly fill up the permission slip attached at the end of the booklet and submit it to the students respective class teacher.

HOLIDAYS:
In addition to the weekly holidays on Saturday/Sunday the school will remain closed on all gazetted holidays. All holidays notices will be issued in writing through the school office. We do not communicate verbally thus you are requested to contact the school office immediately in case you do not receive any written notice regarding holidays.

LEAVE FROM SCHOOL:
Regular attendance is the key to success as irregular attendance adversely mars the academic progress of the student. Kindly ensure your child’s regular attendance at school to strengthen our goals of bringing out the best in your child. In case of sickness/ injury/ emergency a written application must be submitted to the principal failing which strict action will be taken against a student who abstains from school without any written intimation.

TEACHING METHODOLOGY:
At TMS we observe student centered teaching methodology in which students are active partners in the learning process, facilitated by the respective teachers. Each student is encouraged to think and learn logically by exposure to a variety of teaching techniques, which develop skills and abilities in the students to be able to comprehend knowledge and apply it in relevant situations. We believe while no child is exactly like another, for each the level of achievement can be raised, aspirations stirred, potential talents discovered and developed so that he/she can find his own worth and dignity. We believe that children must be provided ample opportunities to interact socially, discuss problems and find
remedial measures, explore the unknown and reach out for information, accumulate facts and present them publicly with reasoning. Hence today's education must aim at more exposure and social interaction.

OUR AIM is to develop a balanced personality by bringing out the best in a child intellectually, physically, morally, culturally and religiously. It is vital that the mind and intellect which pilot the dynamics of personality are developed along the right lines. To be able to compete in today's world we inculcate competitions and hard work at the grass root level. Students are motivated to aspire for excellence in all spheres of life.

At “TMS” rote learning is strictly negated and we encourage our children to learn independently as at school the focus is on making the students comprehend the concept and our committed and dedicated subject specialists are sensitive towards the individual needs of the students. Repetition and reinforcement are integrated in our teaching methodology.

We lay emphasis on the four skills of English language i.e. Listening, Speaking, Writing and Reading by exposing the students to a variety of materials in the form of worksheets other than their course books.

**CREATIVE WRITING:** is introduced from class I and gradually developed according to a designed programme. Reading and communication skills form the central part of our language curriculum.

**SCIENCE, SOCIAL STUDIES, ISLAMIYAT, COMPUTERS** are taught through first hand experiences and dramatization.

**ASSESSMENT SYSTEM:**

At“TMS” we observe a continuous assessment system in the form of spot tests, surprise tests, class tests, presentations, research work, projects, monthly sessionals and term exams. An Examination and Assessment Committee – EAC has been constituted for quality purpose in our assessment system.

The class teacher maintains individual record of every student. Monthly sessionals/ tests are held on scheduled dates (duly informed through the H.W diaries) and the monthly folder is sent home for the parent’s perusal. In case a child’s academic graph is not satisfactory, a parent- teacher meeting notice is issued along with the result so as to determine the cause of weakness and immediately identify the problems and together work for the enhanced growth of the student. We consider parents as our most valuable partners as together we are committed in developing the maximum potential of our child. On your part, you are most welcome to initiate a meeting with the Headmistress to discuss your child’s academic progress/ behaviour etc. By taking prior appointment through the school co-ordinator. You’re most welcome to see the Head on Thursdays after school hours: 2:00 - 2:30 p.m.

**CLASS I TO IV JUNIOR SCHOOL:**

- In the Junior School i.e. Class I to IV students are assessed on the basis of their daily class performance, written assignments, class participation, presentations and class evaluation test. In class III & IV alongside class assignments monthly tests are taken at the end of each month. All assignments and tests are marked and entered in the child personal record graph which is maintained by the respective class teacher and sent home at the end of every month along with the evaluation papers in a school folder for parents’ perusal and signatures.
- In the continuous assessment system, a student must maintain regular attendance to ensure consistent academic growth. Irregular attendance adversely mars the academic performance of the child.
- Complete teaching is done in school by using a vast variety of stimulating teaching techniques in an inter-active class environment.
- Personalized attention and sensitivity towards individual differences is the hallmark of Roots environment.
- Only reinforcement of class work / practice sums / vocabulary hunt exercises / enhancement of word power and sentence making / labelling and colouring of drawings / handwriting practice is given for home assignment as a student must reinforce class teaching on daily basis to ensure sound academic progress.
- Our aim is to make the young child independent and responsible from the very beginning of his school years.
- Our children are self-motivated to do their work independently and are guided, encouraged, activated by their teachers along with the support of the parents who ensure that their child is reinforcing his class concepts on daily basis. In case a child has any problem in comprehending a concept, it is revised again and again by using different approaches. Thus a child is nurtured by highly skilled hands to develop his potential to the maximum and feel the thrill of success by discovering his own dignity, worth and self-esteem.
Encouragement, motivation, personalized attention; love and affirmation are the key characteristics of our teachers.

Physical punishment or public humiliation is strictly forbidden in Roots.

Children are like flowers highly fragile we need to tender them with loving hands and caring attitude to see them blossom fully.

It is our mutual responsibility to share our anxieties. In case a child’s graph is not showing satisfactory progress as per his monthly assessment, immediately initiate a meeting with the Branch Head to determine the cause as Montessori System is based on the Educational Triangle Approach where Directresses, School and Parents work collectively to enhance the potential of the child.

In the Primary years our main focus is on four main subjects i.e. English, Science, Urdu & Mathematics. Language skills are developed on scientific lines-graded and guided so as to attain proficiency in all the four skills i.e. listening, speaking, reading and writing. A sound foundation is laid in Mathematics in the Primary Years. Islamiat is taught along with practical examples. Science and Social Studies are taught by experimentation, practical experiences and role-playing.

**EMPHASIS IN DEVELOPING READING SKILLS & STORY TELLING:**
Each student is encouraged to inculcate reading habit at an early age and is issued books from the school library on regular basis. Kindly encourage your child to develop his/her own personal library in the bedroom. This would be the most precious treasure for all his life. Join our efforts to enhance “reading skills and story writing” among our students.

**PROMOTION CRITERIA (Classes I-IV):**
- Students are promoted on the basis of their academic record throughout the year, age and ability level. Students are assessed on the basis of their class work, class assignments, assessments and an aggregate is maintained in their personal inventory and the term result is based on the overall aggregate of the student for the entire term. No formal examinations are held in these classes as emphasis is on developing their basic skills in language, mathematics and science.

**CLASS V:**
In class V alongside class tests, monthly assessments, two terminal exams are held at the end of each term.

**PROMOTION CRITERIA (Class V):**
A student is promoted on the basis of his/her complete academic record i.e. class assignments, monthly sessionals, term exams and annual examination. Any student failing to achieve the pass percentage i.e. 50% is recommended to repeat the class to strengthen his/her academic base.

**VALUES EDUCATION:**
Islamic values are inculcated in the young minds by narrating stories of our Caliphs and Holy Prophet (Peace Be Upon Him). Six Kalmas and Namaz are an integral part of our curriculum. All students are nurtured on the principles of Islam and ideology of Pakistan so as to produce future proud citizens imbued with spirit of Islam and patriotism to serve their motherland and humanity.

“Sharing is the essence of human relationship”, is the slogan of “TMS” as it is the most important value of life. From this value emerge all other values, which contribute towards a culture of peace, non-violence and tolerance. We believe it is in the early years that the foundation of peace, tolerance, solidarity and selflessness can be inculcated, as it is the base, the foundation upon which the edifice of life is erected. Its materials, its strength, its ingredients provide for the solidity of the personality that emerges. School education thus becomes the stepping-stone to greater things in life as education is the process of lifetime begun in school but not concluded there.

“TMS” has launched a variety of new educational approaches in the field of education to increase understanding, to respect and diminish stereotyping, ignorance, bias and misunderstanding within and between cultures through communication and future thinking. Our students are active participants of UNESCO ASPNET School and are actively engaged in promoting Pakistan and its culture to the people of the world through the UNESCO NETWORK.

**THE MILLENNIUM SCHOOLS SUPPORT SYSTEM:**
At “TMS” we take complete responsibility for our students developmental needs, be it academic or general behaviour. R.A. Period: We have an inbuilt reinforcement period (R.A) in which the students are required to reinforce the class work under the supervision of the class teacher. We do not use the word “home work”; instead we use the word reinforcement activity. Every day the last period in school will be the R.A period (reinforcement activity period), in which we reinforce the concepts taught in school. Every student is given individual attention and help as per his/her requirement.

Follow up and reinforcement activities of the concepts taught in the class and reinforced in the R.A. period are sent home for the child to reinforce the taught concept independently, and to facilitate learning and understanding. Parents are requested to cooperate with us in monitoring/supervising that the students complete the given assignment independently. This little cooperation would strongly enhance the progress of your child.
MILLENNIUM INTERNATIONAL PRIMARY PROGRAMME

Our aim is to support students to become competent learners, graduates and professional practitioners improving the lives of individuals and communities. The 5 years primary school program is structured for age 6-10 years.

ABOUT MILLENNIUM INTERNATIONAL PRIMARY PROGRAMME

The MIPP has been developed by the experts and subject leads from the DQCA Department of Qualifications, Curriculum and Assessments at Millennium Schools which has been established on the same lines as the QCA department of UK and Wales. The MIPP has been bench marked against international curricula. Subject wise curriculums are developed in house and are vertically and horizontally aligned.

ABOUT MILLENNIUM INTERNATIONAL PRIMARY CURRICULUM

Appropriate and relevant internationally, Millennium Primary Programme has been designed to be culturally sensitive. RMS is known for its in house sheet system for years. Our worksheet system is meant to give maximum learning in minimum time.

It includes top-quality teaching and assessment resources appropriate for teaching and learning. Child is given maximum exposure, locally and internationally as the topics in each subject are globally recognized. Teaching strategies and resources support and ensure an engaged learning environment which enhances child's knowledge, skills, attitude and values.

Suggested scheme of work helps to plan teaching. The schemes of work cover all the learning objectives in the primary curriculum framework, providing a suggested teaching order as well as sample activities. Each stage is split into a number of units, which can be used as a starting point for producing lesson plans.

ABOUT MILLENNIUM INTERNATIONAL PRIMARY CURRICULUM

Millennium Primary Programme forms part of International Education for 6-10 years, offering routes candidates can follow from post-kindergarten (Montessori) stage through to university entrance.

A continued assessment system is followed from Grades 1 to 3. Grade 4 introduces monthly assessment to warm up and prepare the child for the tougher years ahead.

Grade 5 introduces proper centralized examination system. Millennium provision also includes first-class support for teachers through publications, online resources, training, workshops and professional development followed by teaching standards monitoring.

We try our level best to stimulate the capability of children to achieve a dynamic state of development. Millennium International Primary Programme believes in learning beyond the classroom and has introduced ways to develop reading skills in the pupil by maintaining their young minds towards reading.

Our main aim is to provide an environment where each child aspires for excellence.

MILLENNIUM INTERNATIONAL LOWER SECONDARY PROGRAMME

Provides a natural progression for children from Primary Education and builds on and develops their knowledge and skills.

The Millennium International Lower Secondary Level is the elementary school level offering continuous education through Grade 6 and Grade 7.

Secondary level is the most comprehensive and unique elementary school qualification; thus preparing Millennium students for their international/national examinations offered through the University of London, Edexcel or the University of Cambridge International examinations UK and/ or FBISE/BISE Matric examination.

ABOUT MILLENNIUM INTERNATIONAL LOWER SECONDARY PROGRAMME

The MILSP has been developed by the experts and subject leads from the DQCA Department of Quality Curriculum and Assessments at Millennium Schools which has been established on the same lines as the QCA department of UK and Wales.

The MILSP has been bench marked against international curricula. Subject wise curriculums are developed in house and are vertically and horizontally aligned. MILSP has been created to support teaching and learning in years prior to IGCSE, O levels and Matriculation.

MILSP is the Lower Secondary Programme which is based on curriculum of English, Science, Mathematics, History, Geography, Social Studies, Islamiyat & Urdu that are stimulating for both students and teachers.

Urdu, Islamiyat and Social Studies are taught with our national perspective using international teaching strategies.

The knowledge and skills that will be developed can ensure a smooth transition from secondary to higher national/ international qualifications. The age level is 11-13 years for this qualification.
female, physical training instructors supervise students’ physical training and all classes have regular sports periods during the week. Play grounds are an essential resource which helps children adopt an active lifestyle and TMS provides an expansive playground that sustains a healthy lifestyle beyond the school curriculum. The sporting areas are well constructed and maintained with the best of props and essentials to host a variety of group and individual sports like Skating, Karate, Table Tennis, Volleyball and Basketball, State-of-the-Art Swimming Pool, with qualified trainers helps students practice and excel in swimming.

**LIBRARY**

TMS school libraries are a catalyst for literacy, reading, teaching and scaffolding to inquire learning. It is our belief that libraries will always exist as places for learners to find information, resources, services, and instruction. TMS has established well equipped libraries in each of their campuses.

**UNITED NATION ACTION DAY**

The Millennium Schools Annual Activity Calendar clearly highlights and celebrates the UN action days at our schools. Special arrangement and presentations are made during morning assemblies and the school environment is transformed into a make belief environment to support the action day through art, activity, engagement and creativity. They provide useful means for the promotion of international and national action and stimulate interest in United Nations activities and programmes.

**SAFETY AND SECURITY**

As a Millennial, your child will be in a secure, safe and stimulating environment. To ensure the balance of security and privacy of your child TMS has taken explicit security measures:

1. Retired military personals as the Security guards.
2. Armed guard posts and pickets.
3. CCTV CAMERAS + DVR systems and IP based monitoring system.
4. Emergency alarm system and panic bell.
5. Metal detectors, biometric devices and Concertina Razor Wires.

**CAFETERIA**

We at TMS maintain a high quality of food and perfect hygiene in our cafeterias. Food safety is given prior importance in all TMS campuses realizing the fact that children can be more susceptible to food borne illnesses. The school cafeteria provides the students with a variety of best quality food and snacks at reasonable prices which is closely monitored by the school administration.

**RMS SPORTS FACILITIES**

At the TMS Campuses, sports are an integral part of school activities, supported by necessary resources. There are separate grounds for cricket, hockey and football and separate courts for volleyball and basketball that are properly maintained. Among the indoor games, table tennis and badminton facilities are available. Qualified, male and
DIVERSE TEACHING APPROACH & METHODOLOGY

Class I-VII
PREPARATORY SCHOOL

For all the parents, who are working hand in hand with us to pass on the legacy of hope to the children the world of tomorrow.

While extending our facilitations to the young learners on completion of their Junior school years, it is pertinent to make their transitory phase yielding. Class VI being the first rung of the high school ladder, offers a highly competitive and challenging programme. Students are trained to be focused, organized, diligent, regular and above all independent learners. To be able to compete in today's world we inculcate the sense of competition and pride in hard work at the grass root level so that our students may excel in any national/international university test.

Roots, with its future based curriculum, is exposing the children to a wide variety of subjects. We lay emphasis on the skills of English language i.e. listening, speaking, writing and reading by exposing the students to a variety of material in the form of unseen comprehensions, picture stories, write ups on issues and worksheets other than their course books. Creative writing is introduced from class 1 and gradually developed according to a designed programme. Reading and communication skills form the central part of our language curriculum.

Importance of Mathematics in today’s fast paced world cannot be denied. Maths is of axial value to all the sciences and even the social sciences. With an increasing emphasis by the universities to base their tests on GMAT and SAT scoring, maths has become a vital subject. Our competent subject specialists of maths facilitate the students in and outside the class and make their concepts crystal clear, but its rigorous reinforcement is what pays 100% dividend.

Science, Social Studies and ICT are taught through hands on approach. Each student is encouraged to think and learn logically by exposure to a variety of teaching techniques including research projects and role plays. In social studies our key emphasis is upon the provision of ample opportunities to interact and study the world cultures and appreciate diversity as the shared heritage of mankind. We believe that “SHARING IS THE ESSENCE OF HUMAN RELATIONSHIP”, our students actively participate in promoting Pakistan and its culture to the people of the world through the UNESCO network. Recently the school organized a stage presentation on the SAARC nations which was acclaimed by the representatives of the SAARC nations and the Foreign office of Pakistan and His Excellency, the Prime Minister of Pakistan.

Values Education: Islamic values are inculcated in the young minds in the morning assembly. The six Kalmas and Namaz are an integral part of our curriculum. All students are nurtured on the principles of Islam and ideology of Pakistan, so as to produce future proud citizens, imbued with the spirit of Islam. We believe that in the early years the foundation of peace, tolerance, solidarity and selflessness can be laid as it is the base upon which the edifice of life is erected. We practice what we preach. Every year our students distribute books copies and bags to the underprivileged students of sister schools.

R.A. (Reinforcement Activity) We don’t use the word home work, instead we use the word R.A. As a routine, in high school, two written, one verbal and Maths daily is given as R.A. Parents are requested to cooperate in monitoring that the students complete their assignments independently. All assessments and exam papers in the preparatory school have 60% objective and 40% subjective part. Therefore thorough study of the text and related material is very important. Teachers prepare the students for the exams to the best of their abilities. The Examination Board tests the application of the knowledge and the ability of the students to present their ideas analytically and logically. Throughout the year unseen text is given to the students with assigned tasks. Rote learning is absolutely negated. We have student centred, highly interactive class environment in which children are active learners. The task of the teacher is to determine the hidden potential of her student, exploit it to the maximum and develop it fully by exposing the students to different tasks and roles, by providing them every opportunity to display their potential talent.

Remedial Classes: We understand that no two children are alike, each will grow according to his / her own pace, therefore roots is sensitive towards individual differences and variable abilities. Special remedial classes are arranged after school hours as and when a need arises. We keep the parents fully informed about their child’s progress and extend all our support in bringing out the best in all our children.

With your support we shall be moving in our commitment towards quality education and excellence at all tiers of the school. We assure you of our wholehearted co-operation at all times. Do not hesitate to contact us in case of any anxiety or query.

World Class Educational Experience
at Roots
The Millennium Schools

TMS FEELS EXCITED TO SHARE THE VISION OF A UK BASED QUALIFICATION

The Millennium Edexcel Primary Program. It provides an international benchmark of achievement with externally marked achievement tests and certification. At the end of each TMS grade (2, 3, 4, 5) TMS students are awarded with Edexcel certificate on successful completion of the Achievement Test.

INTERNATIONAL KANGAROO MATHEMATICS CONTEST

Each year Millennials set new records and bring pride to TMS by earning gold medals in IKMC showing educational excellence and outstanding Records of Achievement. IKMC is a source of intellectual encouragement for every student and a challenge for the genius ones. We make an effort to give our children confidence in their ability for comprehending mathematics, and to understand how mathematics is applied in real life.

Our young Millennials aging from 6 - 18 years have been setting new records in IKMC since its introduction in Pakistan for the last 9 years. Our young scholars have clinched numerous gold, silver & bronze medals in the contest which has now become an enthusiastically awaited academic event for our students every year. This year it would be held on Thursday, March 16, 2017. Don’t forget to register your child in December 2016.

INTERNATIONAL KANGAROO LINGUISTICS CONTEST

The IKLC contest has an international character. It brings together the linguistic pedagogical experience from a number of countries and aims to promote the good communication culture which is crucial for thriving in today’s world. Our young Millennials aging from 6 - 14 years have been setting new records in IKLC since its introduction in Pakistan in the last year. Our young Millennials have clinched numerous gold, silver & bronze medals in the contest which has now become an enthusiastically awaited academic event for our students every year. This year it would be held on Thursday, November 17, 2016. Don’t forget to register your child in September.

CHINESE AND GERMAN LANGUAGE INITIATIVE

To help eliminate the language barrier between Pakistan and China, CEO RMS Mr. Faisal Mushiqaq offered Chinese and German language classes across the schools in the private sector, with the aim of allowing the students to speak and write as proficiently as possible. Learning Chinese and German languages means learning foreign dialect with a clear goal. Those who speak these languages can not only communicate with 119 million people worldwide in their mother tongue, but it ensures them the basis for studies in Germany and China followed by an international career.

MILLENNIUM ENHANCED LEARNING & TEACHING PROGRAMME - MELT

The Millennium Schools have launched MELT (Millennium Enhanced Learning and Teaching) Program which caters all the needs of the 21st century learning and teaching. It encompasses the three basic areas i.e. Curriculum for the students, Technology for Classrooms and Training for Teachers. The program would enhance creativity and innovation amongst the students and teachers. It would help them communicate and collaborate with the students and teachers across the globe. This program explores pupils’ views of the use of information and communication technology (ICT) within subject teaching and learning. They would associate the use of digital literacy tools and resources with changes in working ambience and classroom relations, as well as with raised interest and increased motivation on their part. Finally, while pupils welcome opportunities for independent working mediated by ICT in which they would engage more directly with appropriately challenging tasks. Technology for classroom-Interactive board and windows based tablets for teachers, Cows computers on wheel are part of this initiative. Keeping in view the fast paced technological revolution, TMS has introduced the Interactive boards in all its classrooms, nationwide. Another step taken by TMS for technological advancements. All the teachers have been trained by the professionals for the usage of the Interactive boards. The ICT curriculum is not intended to stand alone, but rather to be infused within core courses and programs. Technology is taught within the context of applications. Activities, projects and problems that replicate real-life situations are effective resources for learning technology. Students will learn:

- that, although technology is often complex, it is simply “a way of doing things”
- about the impact of technologies in their lives and workplaces
- how to determine which processes, tools and techniques to use, and when to use them
- how to use and apply a variety of information and communication technologies to problem solving, decision making, inquiring and researching in the context of other subject matter.

HOMEWORK DIARIES

The homework diary promotes the active involvement of parents with their children in a learning process. Moreover the diary encourages students to become more active in their personal development by including records for reading and personal goal setting. TMS recognizes parents as partners giving them an easy approach and access to teachers through the diary. Parents are requested to share their apprehensions through homework diary.

You query can be solved directly by approaching the Director Academics And Education:

Erum Atif.
Email: erum.atif@rootsschools.edu.pk
Tel: 051-237501-05 (Ext 110).

MILLENNIAL NEWS

It is a bimonthly newsletter of roots millennium schools Pakistan. This newsletter praises the high achieving Millennials and exhibits all the profound activities in different campuses. It keeps you informed about the latest news, healthy activities, celebrations, campaigns and programs happening in throughout the 35 campuses of TMS.

DAWN SPELLING BEE

TMS proudly initiates the annual Dawn spelling bee contest organized in collaboration with the US embassy and Dawn group of newspapers. This program empowers reading, listening and speaking skills in Millennials. Spelling Bee is a competition in which contestants are asked to spell a broad selection of words, usually with a varying degree of difficulty according to the age groups. Each year our Millennials win and bring pride to the school’s name.
**INTERNATIONAL BEBRAS INFORMATICS CONTEST (IBIC)**

TMS is pleased to inform you about a wonderful professional development opportunity for the students of TMS. Kangaroo Sans Frontieres (KSF) announced “International Bebras Informatics Contest (IBIC) in Pakistan first time which is a competition aimed at raising awareness of informatics and Computer fluency in a fun and rewarding way. The contest involves solving tasks in using computational thinking skills. Contest plays an important role as a source of inspiration and this serves as a valuable lesson for developing creativeness among school children and colleague students. Its purpose is to train the participants to be independent and thus perform better while facing out-of-the-book problems.

Our young scholars have clinched numerous gold, silver and bronze medals in contest which has now become an enthusiastically awaited academic event for our students every year. This year it would be held on Thursday, December 8th, 2016. Don’t forget to register your child in September, 2016.

**INTERNATIONAL KANGAROO SCIENCE CONTEST (IKSC)**

The Kangaroo Sans Frontieres-Pakistan (KSF) - Pakistan brings together the experience of education experts from around the world. It aims to promote a culture of critical and clear thinking as well as good communication skills. KSF intends to contribute in the educational progress of Pakistani schools and colleges in several different ways, which also include the organizing of world’s largest mathematics contest and an annual international linguistic contest. Last year KSF-Pakistan has launched the International Bebras Informatics Contest (IBIC) in Pakistan. To supports the culture and education in Computer Science.

All these contests provide an international recognition to the school children at a very early stage of their life. These competitions give students an opportunity to prove that at the international level their talent is second to none.

Kangaroo Sans Frontieres (KSF) - Pakistan announced the International Science Contest (IKSC) first time in Pakistan. The contest provides an excellent incentive to school children for making efforts to work on the development for basic science skills-acquisitive, organizational, creative, manipulative and communicative as children are naturally curious.

This year International Science Contest(formally known as International Kangaroo Science Contest (IKSC) has been launched, which is specifically designed to refine the most essential and basic character of exploring and discovery.

This year IKSC would be held on Thursday, 29th September, 2016. Don’t forget to register your child in August, 2016.

**MILLENNIUM GREEN SCHOOL PROGRAMME**

The TMS WWF Green School & Curriculum Programme is designed for the entire year to give students regular insight into the eco dynamics and the overall environmental challenges faced at global and regional level, to broaden students’ scope as a responsible custodian of valuable natural resources and to consequently inculcate civic responsibility in them.

WWF Pakistan is running the exclusive Green School Certification model with the objective to engage the students, teachers and learning community of RMS Education system in a structured Annual Awareness Programme to foster a sense of individual responsibility and accountability amongst the future generation of Pakistan towards nature conservation.

**MILLENNIALS JUNIOR STAFF ENROLLED AS RED CRESCENT VOLUNTEERS**

Islamabad January 5th, 2015: Pakistan Red Crescent Society (PRCS) has organized first aid training for the junior staff of Roots Millennium Schools of the twin cities Rawalpindi and Islamabad at Millennium One World Campus E-11/4, Islamabad followed by PRCS certificate distribution ceremony amongst the volunteers and an inspirational talk by the Chairman of PRCS Dr. Saeed Elahi. Roots Millennium Schools (RMS) has signed an MOU with Pakistan Red Crescent Society (PRCS) to promote volunteerism and community work.

The training was attended by 200 people where they were taught how to save lives in emergency situations. Pakistan Red Crescent emergency response service is playing a crucial role in saving lives. The service provided throughout most parts of the country uses fully equipped ambulances staffed by paramedical assistants and first-aid workers. First aid training course in Millennium Schools is organized to teach simple skills which would help people to provide first aid in case of an emergency.

Chairman PRCS praised the contribution of Roots Millennium Schools towards volunteerism & community work and to strengthen this relationship further he offered junior staff of Millennium Schools to be a part of upcoming volunteer projects.

Such trainings can contribute in saving lives and improving quality of living so they should be organized more frequently and for a wider audience which may include students, administrative staff and teachers as well.

**Quaid-e-Azam**

“Without Education, it is complete darkness and with education, it is light. Education is the matter of life and death to our nation.”
INSTRUCTIONS

Class teacher should issue this booklet on the first day of the new academic session. Class teacher should ensure to get back the acknowledgment slip and keep it in her student’s record file. This first day pack is eligible for session 2016 - 2017.