

Yangon American International School
Student and Parent Handbook
2026-2027





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School Overview

Yangon American International School (“Yangon American”) was founded in 2019 with the mission of providing students with an exemplary 21st-century American education within an international perspective. Yangon American is an authorized International Baccalaureate Primary Years Program (“IB PYP”) and Middle Years Program (“IB MYP”) school that employs inquiry-based learning and integrates world-class educational strategies to promote innovation and creativity for all learners. This prepares students to participate in an increasingly competitive global environment.

This secular, co-educational day school features the best of the American curriculum by focusing on critical thinking to provide a student-centered learning experience designed to unlock each student's potential. Yangon American offers an academically focused education, along with special classes such as Physical Education, Art, Music, and Myanmar Studies.

The Yangon American campuses are located on Insein Road in Hlaing Township and on Natmauk Road in Bahan Township, Yangon. These facilities are designed for 21st-century learning in state-of-the-art buildings with modern classrooms featuring SMART Boards® and technology integrated into the curriculum in meaningful ways.

Children are taught by motivated, licensed educators who put students first. Yangon American promises the parents that their children will be reading, writing, and performing mathematics at grade level while developing the total child.

Our goal is to become the leading international school from Nursery through Grade 12 in Myanmar.

School Colors

Red and Blue

School Logo



IB Logo



Mission

Yangon American cultivates multicultural unity by empowering student inquiry and concept-based learning through holistic, reflective practices to remain globally competitive.

Vision

Yangon American aims to foster an inclusive community that embraces diversity, promotes equality, and technological innovations for the betterment of its community.

Learner Expectations

We expect our students to work toward building the knowledge, skills, and learner attributes as outlined below;

Learner Profiles

- Inquirers
- Critical thinkers
- Communicators
- Open-minded
- Caring
- Risk takers
- Balanced
- Knowledgeable
- Principled
- Creative
- Reflective
- Respectful



Approaches to Learning

- Thinking
- Social
- Communication
- Self-Management
- Research

Approaches to Teaching and Learning

- Based on inquiry
- Focused on conceptual understanding
- Developed in local and global contexts
- Focused on effective teamwork and collaboration
- Differentiated to meet the needs of all learners
- Informed by assessment (of learning, as learning, and for learning)

Service and Action

In the Primary Years Program (PYP), service is viewed as both an action and a mindset that grows naturally from children's learning and inquiry. Students are encouraged to take responsible action based on their understanding of local and global issues, developing empathy, agency, and a sense of responsibility towards others. Service in the PYP is often authentic, age-appropriate, and embedded within the curriculum, such as caring for the environment, supporting community initiatives, promoting inclusion, or leading awareness campaigns. Rather than being viewed as isolated acts of charity, service in the PYP helps students understand that even small actions can create meaningful change and that they have the capacity to contribute positively to their communities and the wider world.

In the Middle Years Program (MYP), Service as Action is a central component of learning and challenges students to apply their knowledge and skills in meaningful real-world contexts. Through inquiry and reflection, students are encouraged to take action that demonstrates compassion, principled decision-making, and social responsibility. Service may include advocacy, collaboration, environmental initiatives, peer support, community partnerships, or creative projects that address identified needs. The emphasis is not simply on participation, but on purposeful engagement that develops critical thinking, intercultural understanding, and personal growth. Students are encouraged to reflect on the impact of their actions and to recognize how service contributes to becoming active, caring, and lifelong learners.

In the Diploma Program (DP), service is most visible through the Creativity, Activity, Service (CAS) component, which forms one of the three core elements of the program. CAS encourages students to develop balance, resilience, and a strong sense of civic responsibility through sustained experiences alongside their academic studies. Service within CAS involves collaborative and reciprocal engagement with the community in response to genuine needs, allowing students to develop initiative, leadership, and ethical awareness. Experiences may range from environmental projects and social advocacy to tutoring, fundraising, or partnerships with local organizations. Reflection is an essential aspect of CAS, enabling students to evaluate their learning, recognize personal growth, and deepen their understanding of their role within local and global communities.

School Motto

EAGLES in me.....

Eager to learn by
Actively caring.....
Growing our curiosity.....
Learning with purpose.....
Effectively communicating.....
Soaring to success.



Daily Organization

School Hours - Regular Schedule

PYP & MYP (Kindergarten through Grade 10)

The PYP and MYP day begins at 8:00 a.m. and finishes at 3:00 p.m. PYP classes have at least one 15-minute recess and a 45-minute lunch, depending on age.

Students may be dropped off starting at 7:30 a.m., and should be picked up from school no later than 3:15 p.m. Please be mindful of the drop-off and pick-up times, as outside these times we cannot properly supervise students. If you are late for any reason, please contact the Help Desk so they can alert the classroom teacher.

If a child is still at school at 3:30 p.m. and we have not heard from the parent/guardian, the child will be brought to the Help Desk, and the parent/guardian will be contacted by telephone.

Early Years (Nursery through Pre-Kindergarten)

The Early Years school day begins at 9:00 a.m. and finishes at 2:30 p.m. These students eat their lunch together in the classroom and have a fully equipped indoor play area for lunch, recess, and physical education. The Nursery and Pre-K classes also have a 90-minute nap time built into their schedule.

Students may be dropped off starting at 8:45 a.m., and should be picked up from school no later than 2:45 p.m. Please be mindful of the drop-off and pick-up times, as outside these times we cannot properly supervise students. If you are late for any reason, please contact the Help Desk so they can alert the classroom teacher.

If a child is still at school at 3:00 p.m. and we have not heard from the parent/guardian, the child will be brought to the Help Desk, and the parent/guardian will be contacted by telephone.

School Hours - Early Release Schedule

At Yangon American, we believe growth and learning are essential for all members of our community, which is why we have early-release Professional Development days on Wednesdays. These early release days give our teachers time to collaborate, learn new methods, and reflect on their practice. In addition to PD days, the Head of School may communicate other early release days to the Yangon American community.

On early-release days, drop-off and school start time will be as usual (8:00 a.m. for PYP and 9:00 a.m. for Early Years), but all students will be released for the day at 11:45 a.m. Students should be picked up no later than 12:00 p.m. on these days to ensure our faculty can meet on time and accomplish the day's goals.

Homework and Home Learning

At Yangon American, homework is purposeful rather than routine. In support of our Learner Profile attribute of balance, students are not assigned daily homework simply to extend the school day.

Home learning will primarily include reading, special projects, and meaningful activities that connect learning to students' interests, families, and everyday lives. Teachers may also recommend specific practice when a student needs additional support or wishes to extend their learning.

Families are encouraged to build healthy learning routines through reading together, cooking, playing games, exploring interests, and participating in family activities. We believe home learning should foster curiosity, independence, and a love of learning while protecting time for family, creativity, recreation, and rest.

Student Drop-off and Pick-up Procedures

Early Years Hlaing Campus - Early Years parents/guardians should enter through the EY village main gate (Gate 1) to drop off and pick up your child.



Early Years Bahan campus – For morning drop-off, please enter the school gate on Nat Mauk Road, park in the spaces near the Early Years Building, and walk your child into the campus. Drivers should continue forward, go around the exit, and through the back gate onto Bo Cho Street. At the afternoon pick-up time, drivers should enter through the school gate on Nat Mauk Road and park near the EY building. Parents can enter the EY building to pick up their child and then exit onto Bo Cho Road.

Hlaing Campus – For morning drop-off and afternoon pickup, all PYP students and parents should enter through the main gate (on Thazin Street) and drop students off in the covered area at the front entrance of the building. Security guards and teachers will be present to supervise this activity. It is important to remember that there are children present and to drive slowly and be extra cautious.

Bahan campus – For morning drop off, please enter the school gate on Nat Mauk Road and pull up to either the canteen area or the covered area. Students will start the morning in the canteen space. Drivers should continue forward, go around the building, and exit through the back gate onto Bo Cho Street. At the afternoon pick-up time, drivers should enter through the school gate on Nat Mauk Road and pull straight up to the main building. Students will enter the cars in the covered areas, and cars can exit the back gate on Bo Cho Street.

Parking

Hlaing Campus - Please be aware that there is no parking on the school grounds, including during pick-up and drop-off. If you wish to enter the building with your child, there are some public parking spaces on Insein Road and Thazin Street, as well as on the side of the athletic field.

Bahan Campus - Please be aware that parking on the school grounds is limited, including during pick-up and drop-off. If you wish to enter the building, please park in the designated space at the front.

Snack, Recess, and Lunch

Students in the PYP program have a snack during morning recess and lunch around midday. If you would like to purchase a snack and lunch for your child, it must be ordered in advance and paid for as part of our meal plan. MYP students have a 5-minute passing period between classes and a longer lunch to take a break and be active during the day.

If you pack your child's lunch, please help us promote healthy choices by not sending sugary snacks, gum, candy, or soft drinks. We also encourage our community to be as sustainable as possible, so please use reusable containers when possible.

After School Activities ("ASAs")

Starting in Kindergarten, students can register and participate in a variety of activities. We offer two ASAs sessions, one in the Fall and one in the Spring, each lasting approximately 10-12 weeks. The Fall session begins in September and the Spring session in late January. These activities are 45 minutes long, held immediately after school from 3:15 to 4:00 p.m., and fees are assessed per activity. After school activities run on Monday, Tuesday, and Thursday. Parents/guardians need to pick up their children no later than 4:15 p.m. If a child is still at school at 4:30 p.m. and we have not heard from the parents/guardians, the Help Desk will contact the parent/guardian via telephone, and you could be charged a late fee.

We make every effort to organize the schedule so students can participate in the widest possible variety of activities; occasionally, there is overlap that requires students to choose. Information on activities being offered and sign-up information will be sent to parents/guardians via Toddler prior to the session's start date.

Every student registered to participate in an activity is expected to attend all sessions. PYP students should not stay after school unless they are involved in a supervised activity. In case of extenuating circumstances, Yangon American may need to cancel a session. If this happens, the Ambassador Team or the supervising teacher will contact parents/guardians as soon as possible.



In addition to ASAs, the school also has an extensive competitive sports program for Upper PYP, MYP, and IBDP students.

School Trips

Field trips to places in and around Yangon may be scheduled periodically to augment educational programs. Such trips are organized by staff members and may include parent/guardian chaperones (at the teacher's discretion). Written permission is required from all students scheduled to take a trip. If written permission is not returned in a timely manner, the student will not be permitted to go on the trip.

Special Classroom Celebrations

We are happy to celebrate special occasions with students and families! When these events occur, we ask that families contact the classroom teacher at least one week in advance to allow for small schedule shifts to accommodate the celebration time. Classroom celebrations will be scheduled toward the end of the school day and will last no longer than 30 minutes. Please be considerate of the learning environment.

Personal Property

Students may not bring gum, soft drinks, candy, sports equipment, toys, or games to school. Money should only be brought to school with a parent/guardian's knowledge for a specific school-related purpose. Pets or other animals are not allowed at school unless otherwise approved by the homeroom or class teacher. If a pet is brought to school for a specific academic activity, it should always be accompanied by a responsible adult. The adult should remove the pet from school when the activity is complete.

The school assumes no responsibility or liability for any lost items.

Mobile Phones, Smart Watches, Tablets

Students who bring cellphones and other smart devices to school must keep them turned off and out of sight during school hours and ASAs. If a call is needed, students can make one from the Help Desk. If guardians need to contact a child, they should contact the Help Desk at +95 997 701 2100.

Any student using a mobile phone or other personal device as outlined above at any time during school hours will have it confiscated and returned to the guardian or student at the end of the school day.

Lost and Found

Personal property, such as notebooks, water bottles, and lunch boxes, should be clearly labeled so they can be returned if lost. Students and guardians are encouraged to check the Lost and Found located on the ground floor regularly for misplaced items. All unclaimed items are donated to charity at the end of each month.

School Supplies

School Uniform

Yangon American is a professional environment, and student dress should reflect that. Students should wear uniforms that are clean and stain-free. We understand that early years and PYP-aged children need to play; therefore, shoes and clothes should accommodate play (i.e., children should wear shoes that are made for running, skipping, jumping). Yangon American has designed uniforms to meet this need. School uniforms for each grade consist of the following:

Early Years

Students in Nursery, Toddler, and Pre-Kindergarten should wear a gray Yangon American polo shirt paired with navy blue skorts, shorts, or pants.

PYP (Kindergarten – MYP)

PYP and MYP students should wear a light blue short sleeved Oxford shirt or white polo shirt with the Yangon American logo worn with navy blue skorts, shorts, or pants. To complete the uniform, students should wear comfortable athletic



shoes with white socks. We recommend at least three sets of shirts, polo shirts, and shorts/skorts. Yangon American branded hoodies can also be worn by students in the classroom.

Physical Education Uniforms (Pre-Kindergarten – IBDP)

Students should be aware of their PE days and dress appropriately for class in their PE uniform, which includes Yangon American athletic shorts, a t-shirt with the Yangon American logo, and athletic shoes. Athletic shoes are essential to ensure students can participate safely and effectively.

Should your child require a larger, customized size, an additional fee will be assessed. Any modifications because of an item being too large are the responsibility of the individual.

Other Supplies

All Early Years students should arrive at school with the following:

- Durable school backpack
- Reusable water bottle
- Full change of clothes
- A blanket for nap time (for certain ages only)

All PYP and MYP students should arrive at school with the following:

- Durable school backpack
- Reusable water bottle
- Headphones with a microphone (should be able to connect to a device via cable)

Please label all items with first and last names. Individual grade levels may request additional supplies, which will be communicated by the homeroom or class teacher.

Attendance

Regular school attendance is one of the most important factors determining your child's academic success. When possible, please schedule any dentist, doctor, or other appointments after school hours or towards the end of the school day.

Absences

It is important that the school knows when your child is absent. Please provide written notification via Toddle, email, or by calling the Help Desk at +95-997-701-2100 before 8:00 a.m. each day your child will not be attending school, including multiple-day absences. Include the following information in your message:

- The student's full name and the teacher's name
- The reason for the absence (sickness, vacation, etc.)
- The duration of the absence (whole day, will be in by 10:30 a.m., etc.)

Late Arrival

Please arrive on time so your child starts the day on a positive note. Attendance is taken by classroom teachers between 8:00 and 8:10 a.m. All students who arrive late to school (after 8:00 a.m.) must come through the main entrance.

If you know in advance that your child will be arriving late, please call the Help Desk with the information described above for absences.

Leaving Early

Please make every effort to schedule appointments for the end of the school day to limit classroom disruptions and avoid unnecessary absences. If your child must leave early, please contact the Help Desk via email or phone so everyone is appropriately informed.



Children should be picked up at the Help Desk. Please do not go to the classroom to pick up your child unless otherwise directed by school staff. Please check back in with the Help Desk if returning to school.

Travel and Vacation Plans

Families are expected to respect the school calendar when making travel and vacation plans. We do know that it may be important for your family to follow certain religious holidays or other situations that require your child to miss school. Please notify the teacher or Help Desk as early as possible should this situation arise.

School Cancellation

In the unlikely event that school needs to be canceled, Yangon American will alert families as soon as possible via Toddle and email as well as from the child's classroom teacher.

Parent/Guardian Involvement

We appreciate parent/guardian involvement in all forms. Some major, school-wide events are:

- Sports Day - Students show off their PE skills and compete in fun athletic activities and games.
- Holiday Festivals - Students get to dress in special clothing and celebrate holidays with their peers with fun presentations, games, and activities.
- Holiday Programs - Our Holiday Program gives families and friends the chance to see their children perform songs, skits, and dances to celebrate the season.
- International Day/ Week - Celebrate the many cultures at Yangon American! Families and friends are welcome to join in this day featuring delicious food, fun activities, and cultural performances.

Parent Teacher Organization ("PTO")

The PTO is an important part of the Yangon American community with two main purposes. First, it aims to promote active cooperation and understanding among parents, the school administration, and the faculty. Second, the PTO raises funds to support special projects and initiatives that benefit Yangon American students and staff.

All Yangon American parents and/or guardians are members of the PTO, but the PTO is represented by its elected board members. In addition to board meetings, there will be at least two general meetings during the school year, open to all Yangon American families. This is your school, and we encourage active participation by the American School parents and/or guardians in the PSA, volunteering in the classroom, and school-sponsored activities.

Parent/Guardian Volunteers

Parents and guardians are strongly encouraged to volunteer in the school, whether in a classroom, at PTO events, or in other activities. Special opportunities occur throughout the school year for school-wide events, class parties, and field trips. We also have a volunteer survey sent out periodically to ensure we have an up-to-date list of interested parents/guardians and the activities they feel they can contribute to.



Admissions

Our school does not discriminate on the basis of race, religion, ethnic origin, or gender. The decision to admit is based on a holistic assessment of the student's ability to benefit from Yangon American's academic program and environment.

Class Size

In the Early Years program, our class sizes are as follows: Nursery has 12 students, Toddler has 16 students, and Pre-Kindergarten has 20 students. From Kindergarten through Fifth grade, classes are limited to 22 students. From Sixth through Twelfth grade, the limit is 24 students per class.

Grade Placement

Yangon American students come from a wide variety of educational backgrounds, including international and national school systems, from around the world. In almost all cases, placement is determined by age as of September 1st in the academic year of entry and prior levels completed for students above Grade 1. In all cases, the final determination of grade placement rests with the administration.

Placement in all grades is determined by age as of September 1st in the academic year of entry as follows:

Entering Grade	Age by September 1 st
Nursery	2
Toddler	3
Pre-Kindergarten	4
Kindergarten	5
Grade 1	6
Grade 2	7
Grade 3	8
Grade 4	9
Grade 5	10
Grade 6	11
Grade 7	12
Grade 8	13
Grade 9	14
Grade 10	15

Age is an important part of the screening process; the school also evaluates what grade levels a student has completed when placing students, especially in the MYP and IBDP programs.

Screening, Documentation, and Interviews

Admissions are ongoing, and parents can apply at any time during the year. Both parents are encouraged to tour the school when meeting with the Admissions team. No applications will be accepted in May or June for the current school year; they will only be accepted for the next school year.

- PYP School, MYP, and IBDP: Children applying for admission to grades Kindergarten and above are required to provide previous school records or have an entry assessment.
- Early Years: Potty Training - Nursery students do not need to be potty trained for acceptance but are expected to complete potty training by the end of the year. All students ages 3 and above must be potty-trained.



Withdrawal Process

If parents wish to withdraw from Yangon American International School, they must contact the Admissions team. Parents will provide the official withdrawal request form and set up an exit meeting with the Registrar.

Communication

We value transparency and are committed to ensuring that families and teachers have the best possible channels of communication.

If you need to speak with a teacher or administrator for any reason, please feel free to message them on Toddle, email them, and set up a time to meet. If it is urgent to speak with a teacher, please call the Help Desk at +95 997 701 2100, and your message will be passed on to the teacher to return your call when classes are finished.

Regular School Meetings

Throughout the year, parents/guardians will have opportunities to meet with teachers and administrators as well as get to know other class families. At these meetings, parents/guardians will learn more about their child's educational program and classroom progress. Important school-wide meetings include:

- Open House/Curriculum Sessions - Held within the first weeks of the school year, all families are encouraged to attend this important event. At this time, teachers will present information about themselves, schedules, and the learning plan for the school year. They will give useful insights for your child's success.
- Three-Way Conference (PYP)– This conference will occur within the first trimester and will last for approximately 20 minutes. This conference is between the students, parents/guardians, and the teachers; please make sure to bring your child with you to this event. This is a great opportunity to discuss your child's goals for the school year and to ask any questions you may have.
- Teacher-Led Conferences - This conference will take place at the beginning of the second trimester and last approximately 20 minutes. This conference is strictly between parents/guardians and teachers; please do not bring your child to this event. This is a great opportunity to review your child's progress this school year and ask any questions you may have.
- Student-Led Conferences - This conference will take place after the second-trimester report cards are sent home. At this time, students will share their successes, reflect on the school year, and discuss future academic plans and goals.

Student Code of Conduct

Yangon American works to provide a positive, supportive environment that enhances each child's development and helps him or her reach his or her own potential emotionally, socially, physically, and academically. We believe school should be a happy, friendly, and safe place where there is a sense of belonging and fairness. We aim to achieve this by fostering mutual respect through a school community that nurtures friendships and develops tolerance, empathy, and acceptance of differences.

Yangon American School Character

Use the Eagle in Me and the Learner Profile Attributes

Student Rights, Responsibilities, and Privileges

Rights

All students have the right to a safe, orderly, and positive school environment. Learning, friendship, and respect will all grow in this atmosphere. Each day, all students are expected to make mindful decisions about their behavior so they are positive contributors to our school community. Plainly stated, students have the right to:

- An education
- Attend a safe school
- Physical safety and protection of personal property
- Not to be discriminated against
- Privacy
- Fair and just treatment by school employees



Responsibilities

Appropriate behavior positively contributes to a productive learning environment. We ask parents to take the time and discuss with their children the following school expectations:

- Show respect and consideration for others by behaving kindly and using appropriate behavior and language.
- Obey school/classroom rules and follow directions respectfully.
- Follow the Playground rules and obey all instructions when you are in this area.
- Be truthful and honest. Accept responsibility for yourself, your choices, and your behavior.
- Respect school property. Remember that books, furniture, athletic equipment, and technology devices have to be used for several years by many students.
- Respect other people's property and be responsible for the care of your belongings.
- Always clean up after yourself and be environmentally conscious by not littering.
- Behave politely both on and off the school grounds.
- Complete your work as assigned to the best of your ability.
- Dress appropriately for school
- Attend school on a regular basis. Be on time, ready to learn, and have the necessary materials.
- Try to solve disagreements with others using your words; do not resort to violence. If you need help solving a problem, find a teacher.

Privileges

- Recess activities
- Classroom celebrations
- Field trips
- After School Activities and School Clubs
- Assemblies

Student Discipline

At Yangon American, we want to help students make good choices and be responsible community members. It's essential to understand how our actions can affect others and treat everyone with kindness and respect.

We work with students to develop strong decision-making skills that will benefit them in all areas of their lives. We aim to create a safe and happy learning environment where everyone can learn and grow together.

We never want to punish students but rather to help them understand the consequences of their choices. When addressing inappropriate behavior, we strive to do so calmly and professionally, emphasizing that the situation results from the student's actions. Our goal is to help each student learn from their mistakes and make better decisions in the future.

A 'behavior chart' may be implemented if a student consistently displays inappropriate behavior. This usually involves an agreement between the child and the school. In some cases, parents/guardians may also be asked to get involved. If a student fails to show significant improvement, suspension or expulsion may be considered.

It is essential to understand that the abovementioned process is commonly used in schools to address infringements. However, if the act committed is particularly severe, the child's tenure at the school may be immediately discussed.

Health and Safety

Yangon American is committed to the health and safety of all students, employees, volunteers, and visitors within our growing school community.

Safeguarding and Child Protection

Yangon American is committed to safeguarding and child protection by promoting the well-being of all students. Each student's welfare is of paramount importance. The school always takes a considered and sensitive approach to support all students.

Everyone at Yangon American shares the objective to help keep children safe by:



- Providing a safe, nurturing, and conducive environment for the students to learn and develop academically, socially, and physically
- Ensuring that anyone with business on the school campus signs in with security, indicating they have been vetted and authorized to enter.
- Educating children on the importance of empathy, civility, understanding, and other aspects of positive behavior in a social environment
- Teaching children about the harmful effects of unacceptable behavior.
- Supporting school safeguarding and safety efforts with CCTV in all the classrooms and public areas – both indoor and outdoor
- Employing a professional security force that is trained in child safety, welfare and emergency procedures
- Practicing safe recruitment guidelines by vetting employees in direct contact with students

Unacceptable Behavior

School bullying, including but not limited to blackmailing, verbal threats, online posting, and physical abuse, is strictly forbidden at Yangon American. Violations will lead to warnings, suspensions, or even immediate dismissal from the school. Likewise, any racial, religious, or sexual attack, discrimination, or harassment against our students, teachers, and staff is strictly forbidden in Yangon American. Similarly, any violations will lead to warnings, suspensions, or even immediate dismissal from the school.

Illness

Students who are ill should not come to school. Sick students do not benefit from being in school and put others at risk of infection. In the event of illness, parents/guardians are requested to notify the teacher via Toddle.

If a student becomes ill at school, they will be sent to the school nurse and, if necessary, the parent/guardian will be contacted to pick them up. If this situation occurs, we request that students be picked up promptly to ensure they receive the medical attention they need and, if applicable, do not affect other students.

If a student needs medical attention, the student cannot return to school until the school has been furnished with a letter from the attending physician stating that it is all right for the student to return.

Weather Guidelines

Part of our daily routine at our school is to monitor the weather and air quality to plan students' playtime, field trips, and other outdoor educational activities. These weather checks will provide teachers and staff with information as they plan educational and recreational activities throughout the school day.

Family Emergencies

The school will cooperate with families to ensure the child's continued success in the event of a family emergency. Please inform the homeroom teacher and administration as soon as possible to facilitate this. Students are expected to make up for missed work, and in the event of a long-term absence, tutoring may be required.

Emergency Procedures

Yangon American has developed procedures to follow in the event of an emergency. Throughout the year, the school conducts regular fire and earthquake drills to ensure student readiness. The school has established safety zones on each campus. In the event that an emergency happens on campus, the school will:

1. Ensure student and staff safety and well-being.
2. Determine if it is safe to continue with normal class operations.
3. Communicate with parents and the community.
4. If it is necessary to cancel school due to an emergency, the school will work with families to ensure each student is safe and returned to their family.

The safety of our students, staff, and families is our #1 priority.



Curriculum

Yangon American has selected the Common Core State Standards, a set of high-quality academic standards that ensure students learn at grade level and are prepared to excel in higher education and life. These learning goals outline what a student should know and be able to do upon completing each grade. The standards were created to ensure that all students graduate from IBDP with the skills and knowledge necessary to succeed in college, career, and life, regardless of where they live. The Common Core has been adopted by most U.S. states, as well as by high-performing private and international schools. The Common Core was designed by teachers, administrators, and other experts to meet the challenges of learning in a 21st-century global environment. The standards provide a clear and consistent framework for educators to deliver meaningful instruction to students. At Yangon American, students are taught through blended learning, using technology such as smart boards, tablets, and notebooks alongside printed and online materials, with direct instruction.

The Common Core was developed by incorporating the highest, most effective standards from the United States and countries around the world. The standards define the knowledge, and skills students will learn throughout their K-12 education to graduate from IBDP prepared to succeed in university study, entry-level careers, and workforce training programs.

The Common Core standards are:

- Research- and evidence-based
- Clear, understandable, and consistent
- Aligned with college and career expectations
- Based on rigorous content and application of knowledge through higher-order thinking skills
- Built upon the strengths and lessons of current state standards in the United States
- Informed by other top-performing countries in order to prepare all students for success in our global economy and society

International Baccalaureate (IB)

What is an IB Education?

An International Baccalaureate (IB) education is designed to develop internationally minded young people who are knowledgeable, caring, reflective, and motivated to contribute positively to the world around them. The IB places the student at the center of learning and encourages inquiry, critical thinking, creativity, collaboration, and personal responsibility. Rather than focusing solely on the memorization of content, IB programs aim to develop the whole child academically, socially, emotionally, and ethically.

At Yangon American International School, the IB approach encourages students to become active participants in their own learning. Students are challenged to ask questions, investigate real-world issues, communicate effectively, and take meaningful action based on their learning. Through this approach, students develop the skills, understanding, and attitudes necessary to thrive in an increasingly interconnected and rapidly changing global society.

Key Components of the IB Programs

The IB programs are built around several interconnected elements that support deep and meaningful learning. Central to all IB programs is inquiry-based learning, where students explore important questions and construct understanding through investigation, discussion, and reflection.

In the Primary Years Programme (PYP), learning is organized through transdisciplinary themes that connect knowledge across subject areas and help students make sense of the world around them. In the Middle Years Programme (MYP), learning is strengthened through global contexts that encourage students to see connections between their studies and real-life issues. Across both programs, conceptual learning helps students move beyond memorizing facts to developing a deeper understanding of big ideas that transfer across disciplines and situations.



Students also develop Approaches to Learning (ATL) skills, which include communication, research, self-management, social, and thinking skills. These skills help students become independent, resilient, and lifelong learners. The IB Learner Profile further supports student growth by encouraging learners to become principled, open-minded, balanced, reflective, and compassionate members of their communities.

Therefore, the IB Programs aim to:

- Addresses students' academic, social, and emotional well-being
- Fosters the skills of critical thinking and problem-solving
- Encourages students to develop independence and to take responsibility for their own learning
- Supports students' efforts to gain an understanding of the world and to function comfortably within it
- Helps students establish personal values as a foundation for international mindedness to develop and flourish.

Core Single Subjects in the PYP

While the PYP emphasizes transdisciplinary learning, students also receive explicit instruction in core subject areas to ensure strong foundational knowledge and skills. These subjects include language, mathematics, science, social studies, and personal, social, and physical education. Specialist subjects such as the arts, technology, and additional languages further enrich the program and support the development of the whole child.

Within the PYP, these subject areas are taught both independently and through integrated Units of Inquiry, allowing students to make authentic connections between disciplines. This balanced approach ensures that students develop strong academic foundations while also understanding how knowledge can be applied in meaningful and relevant contexts.

Core Single Subjects in the MYP

The Middle Years Program (MYP) provides students with a broad and balanced education across eight subject groups: Language and Literature, Language Acquisition, Individuals and Societies, Sciences, Mathematics, Arts, Physical and Health Education, and Design. These subjects are taught by specialist teachers who support students in developing both disciplinary understanding and interdisciplinary thinking.

The MYP encourages students to apply their learning to real-world situations through inquiry, critical reflection, and problem-solving. Assessment in the MYP focuses not only on content knowledge but also on the development of skills, conceptual understanding, and the ability to transfer learning across contexts. This approach helps students become confident, capable learners who are prepared for future academic success and active participation in a global community.

The Common Core will be taught through the International Baccalaureate Programs. The IB program frameworks are flexible enough to accommodate the demands of most national or local curricula and are designed to integrate with the Common Core State Standards adopted by Yangon American International School. As a school, we are authorized in the Primary Years and Middle Years program. We are currently working with IB to become an authorized IB DP school. IB DP authorization will complete the Yangon Americans' plan to become an IB continuum school offering the PYP, MYP, and DP. More than 5,100 schools worldwide offer IB programs.



Academics

Teachers

We are dedicated to hiring experienced, committed teachers who are enthusiastic about helping each child reach their full potential. Our teachers create a positive, inclusive learning environment by prioritizing students and supporting their discovery, exploration, and learning, while also encouraging connections across different subjects.

All our teachers hold a recognized bachelor's or master's degree, possess a valid teaching credential, and maintain a lifelong learning mindset. They continually work to enhance their teaching practices for the benefit of our students. Yangon American supports this effort by hosting regular professional development days, during which teachers improve their skills through activities, workshops, and conferences. Professional development remains a continuous priority because we firmly believe that a school thrives when both teachers and students are committed to lifelong learning.

Student Assessment

Teachers continually assess through observations, student work, and other tools to track student progress. Students will be evaluated according to the IB Concepts, approaches to learning, and internationally accepted standards. Other testing, including MAP (Measure of Academic Progress) and WIDA (for those who need additional English language support), will be given 2 or 3 times a year.

Progress Reports

Progress Reports will be issued to students in all grades three times during the school year: Trimester 1, Trimester 2, and Trimester 3. Teachers are expected to provide a report card for all students who have been attending Yangon American for at least 8 weeks.

Grading Scale for PYP:

E = the student exceeds grade level expectations

M = the student meets grade level expectations

P = the student is progressing towards grade level expectations

B = the student is significantly below grade level expectations

N/A = not evaluated during this trimester

Grading Scale for MYP

Grade	Boundary guidelines	Descriptor
1	1-5	Produces work of very limited quality. Conveys many significant misunderstandings or lacks understanding of most concepts and contexts. Very rarely demonstrates critical or creative thinking. Very inflexible, rarely using knowledge or skills.
2	6-9	Produces work of limited quality. Expresses misunderstandings or significant gaps in understanding for many concepts and contexts. Infrequently demonstrates critical or creative thinking. Generally inflexible in the use of knowledge and skills, infrequently applying knowledge and skills.
3	10-14	Produces work of an acceptable quality. Communicates basic understanding of many concepts and contexts, with occasionally significant misunderstandings or gaps. Begins to demonstrate some basic critical and creative thinking. Is often inflexible in the use of knowledge and skills, requiring support even in familiar classroom situations.
4	15-18	Produces good-quality work. Communicates basic understanding of most concepts and contexts with few misunderstandings and minor gaps. Often demonstrates basic critical and creative thinking. Uses knowledge and skills with some flexibility in familiar classroom situations, but requires support in unfamiliar situations.
5	19-23	Produces generally high-quality work. Communicates secure understanding of concepts and contexts. Demonstrates critical and creative thinking, sometimes with sophistication. Uses knowledge and skills in familiar classroom and real-world situations and, with support, some unfamiliar real-world situations.
6	24-27	Produces high-quality, occasionally innovative work. Communicates extensive understanding of concepts and contexts. Demonstrates critical and creative thinking, frequently with sophistication. Uses knowledge and skills in familiar and unfamiliar classroom and real-world situations, often with independence.
7	28-32	Produces high-quality, frequently innovative work. Communicates comprehensive, nuanced understanding of concepts and contexts. Consistently demonstrates sophisticated critical and creative thinking. Frequently transfers knowledge and skills with independence and expertise in a variety of complex classroom and real-world situations.



Technology

Yangon Americans' Bring Your Own Device (BYOD) Policy requires all students in Grades 3–9 to bring a personal laptop to school each day for educational use. For students in Kindergarten, Grade 1, and Grade 2, the school will provide tablets and laptops as needed for instruction. The BYOD program is designed to support digital learning, build students' technology skills, and develop responsible digital citizenship. Devices must meet the school's minimum technical specifications, be compatible with the school's Wi-Fi and required educational platforms, and have required software such as Microsoft Office and, for Grades 6–9, Microsoft Teams. The school encourages students to have a PC based laptop. Families are responsible for ensuring that devices meet these requirements and arrive at school fully charged and ready for use.

Students are responsible for the appropriate use, care, maintenance, and security of their devices, including repairs or replacement if needed. They must follow the school's acceptable-use expectations, respect others' privacy, avoid inappropriate content and disruptive activities, maintain current security and antivirus protection, and follow teacher directions regarding when and how devices may be used. The school may inspect a device when there is reason to believe school policies have been violated, while teachers determine when device use is appropriate during lessons.

Through the BYOD program, Yangon American aims to integrate technology purposefully into teaching and learning while helping students become safe, ethical, and capable users of technology. The school provides digital citizenship instruction and limited IT assistance, but students and families remain primarily responsible for personal devices and their technical upkeep. The policy may be updated as technology, educational practices, and school needs evolve.

Access to technology is a privilege, and students are expected to use it appropriately and responsibly.

Acceptable Use Policy

Network access and daily use of accounts are big responsibilities. Students, staff, and visitors who use the school's network or receive password-protected accounts from the school are fully responsible for all activity on their assigned accounts, whether or not the account holder committed the action.

School Property

Yangon American provides technology devices for students to use on an as-needed basis. Proper use and care of tablets and computers are critical to ensure that they are available for everyone's use. All students are to immediately report damaged, broken, vandalized, or otherwise non-usable computers or tablets to their teachers. Any damage caused by a student will be the responsibility of the parents/guardians.

Likewise, all students must immediately report any damage to school furnishings, equipment, vehicles, or buildings to their teachers. Similarly, any damage caused by a student will be the responsibility of the parents/guardians.

Internet Access

Yangon American International School has implemented a secure network available only to faculty, staff, and students. Yangon American believes that the benefits of Internet access as an educational resource far outweigh the disadvantages. Students must follow the Acceptable Use Policy when accessing the Internet. Yangon American takes every precaution to filter content that it deems to be inappropriate; however, safeguards can never fully be without fault, as live content on the web changes by the second.

Privacy and Student Data

Although each student has their own private account, student computer files are not private. The administrative and supervising staff have the right to view and/or modify any information stored in student account holders' accounts, with or without prior notice. Information stored, including email communications, that contain unacceptable, inappropriate, or illegal content may be used in disciplinary proceedings against students.



Essential School Agreement and Acknowledgment

As a parent/guardian, I will:

- Show respect and support for my child, the teachers, and the school
- Support the school's mission, vision, curriculum, and policies
- Attend important events like conferences to support my child
- Talk with my child each day about their school activities
- Support my child's learning by keeping them healthy and happy at home.
- Communicate with the school in a respectful and professional manner.

As a school, we will:

- Show respect for each child and their family
- Provide a safe and comfortable environment that's conducive to learning
- Help each child grow to their fullest potential
- Facilitate and provide meaningful and appropriate activities
- Provide necessary assistance to parents so they can help their child with assignments
- Enforce school and classroom rules fairly and consistently
- Clearly communicate students' progress and achievements as well as concerns throughout the school year
- Demonstrate professional behavior and a positive attitude

By signing below, I acknowledge that I have reviewed the Parent Handbook and the above Essential School Agreement.

We look forward to working together to make this year as successful as possible!

Parent/Guardian Signature

Date



Yangon American Technology Guidelines

Student Responsibilities

I understand that:

1. If I damage school technology, I am financially responsible for its repair or replacement.
2. Computers at school should be used appropriately and for educational purposes
3. Using technology is a privilege, not a right, and I will be polite, respectful, and kind to others at all times
4. I will use only my usernames and passwords and not share them with others; if I know someone else's login information, I will not change or delete their work
5. I will be safe when using technology and not share any personal information about me or others online
6. I will follow my teacher's instructions and only work on the programs, assignments, and web pages that my teacher tells me to use
7. I will tell a teacher right away if I see or read anything that makes me feel uncomfortable
8. I will do my own work and not copy the work of others that I find on the internet or in other places
9. I will not download, upload, or install anything on school technology without permission
10. If I do not follow the rules, I will not be allowed to use the computer network for a period of time and may face additional disciplinary action.

Student Signature (Kindergarten and above)

Date

A parent/guardian must read and sign:

I, _____, parent/guardian of _____ read and understand the technology guidelines, which my child has signed in order to use Yangon American International School's technology and network. I have discussed these guidelines with my child to help them understand them. I fully agree with these guidelines and recognize that my child must abide by them.

Parent/Guardian Signature

Date