

ECA INFORMATION BOOKLET 2017

BC PRIMARY



IMPORTANT INFORMATION

ECA TERM 1 SCHEDULE

ECA registration opens
ECA registration closes
ECA term 1 start

Tuesday 19 September 2017 (17.00)
Saturday 23 September 2017 (20.00)
Sunday 24 September - Thursday 14 December 2017

Students have access to 3 main types of clubs:

- Sporting
- Cultural
- Academic.

Information

In this booklet, you will find essential information regarding ECAs, and a 'how to' guide to support you with the online registration system.

Charges

Teacher led ECAs occur after school and are organised by AKIS teachers. Most activities are free of charge however, some require a fee.

BUS TIMETABLE

ECA TIMING
13.20 - 14.10

Pick up - BC primary
Buses depart at 14.20

For private pick up, please use street 42.

Please be aware that buses will not wait for any students who do not arrive on time. The buses are instructed to leave at the above times.

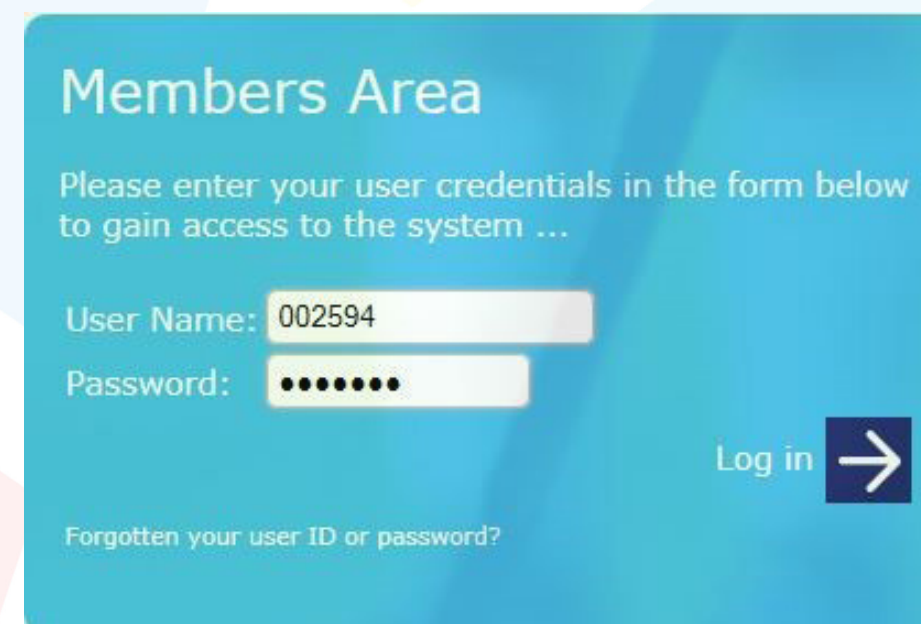
HOW TO REGISTER YOUR CHILD FOR AN ECA

You can log into the ECA site using your child's username and password that s/he uses at school. The username is your child's admission/library number (6 digits) and the password is the one chosen by your child.

If your child does not remember the password, please request his/her class teacher to reset it.

Step 1

Click on the ECA registration link in the email you received. This is best viewed on a laptop, desktop, or a tablet with a screen size of 10 inches and above.

A screenshot of a web page titled "Members Area" with a blue gradient background. Below the title, it says "Please enter your user credentials in the form below to gain access to the system ...". There are two input fields: "User Name:" with the value "002594" and "Password:" with masked characters "••••••". To the right of the password field is a "Log in" button with a right-pointing arrow. At the bottom, there is a link that says "Forgotten your user ID or password?".

Members Area

Please enter your user credentials in the form below to gain access to the system ...

User Name: 002594

Password: ••••••

Log in →

Forgotten your user ID or password?

Please enter your child's username and password.

Step 2

Click: view-manage-submit my activity choices



Step 3

Please choose the day or days you would like your child to do an ECA.

For each chosen day, please enter number 1, 2, 3 in order of preference.

For example, if you would like your child to do an ECA on Wednesday, enter 1 for your first choice of ECA, followed by 2 and 3 for alternative choices. This is to ensure your child secures a place in an ECA, due to certain sessions having number restrictions.

If you do not wish to select a second or third preference, please leave it blank.

Wednesday	
	Requested
Drumming Techniques / Music [09:00-09:40] FC27 Learn how to play an instrument with correct posture and technique, read western music notation, develop musical phrasing, create music together and perform in music concerts and assemblies.	3
Mrs Cheung Capacity: 15 places	
Cricket / Sport [13:30-14:30] Field Cricket practice for year 7 students.	1
Mr Corlett, Mr Fleary, Mr Mitchell Capacity: 100 places	
Mad Science / Academic [13:30-14:30] FC45 Cost: 650.00 ر.ق. Paid ECA - Cost QR 650. A 10 week programme full of bugs, science and much more.	2
Mr Farooq Capacity: 45 places	

Step 4

Click save and submit.



You will see this screen below when you press the green submit button. Please press submit again.

Submit

You have activity preferences which have not yet been submitted for approval. If you are ready to do so, you may submit your preferences using the button below.



Step 5

Once you have completed this, your child's ECA choices will be processed. All parents will be notified by email of the activities their child has been registered for. This will also appear on your child's profile page as approved or declined. Please note, your child can only attend an ECA if it has been approved.

Tuesday				
	Requested	Submitted	Approved	Declined
Computer Programming / Academic [13:30-14:30] FC43 Learn to use code to program your own computer!	1	☒	☐	☐
Mr Tolliday Capacity: 15 places				
Constructomania / Culture [13:30-14:30] FC22 A fun ECA using Lego construction kits to make a range of models. Students will learn skills including team building, working with others, and communication.	2	☒	☐	☐
Mr McCracken, Ms Shortt Capacity: 25 places				
Drama Club / Culture [13:30-14:30] BP MPR Up Lights! Camera! Action! Drama Club aims to teach students basic drama skills with the goal of a termly performance to family and friends. Students will have the opportunity to participate backstage, by operating lighting, sound, and managing scenery and props.	3	☒	☐	☐
Mr Mullon Capacity: 20 places				

ANY QUESTIONS?

If you require further assistance with any stage of the ECA registration process, please contact Mr Sogir Karim, Housemaster at sogir.karim@akis.sch.qa