

MSF Bulletin: 21st August 2025



Whole School Announcements

General Information

Mandatory Access to Campus With Personal Parent ID Card

For the safety and security of our students, from the 2025/2026 school year onwards, all parents and authorised guardians must use and visibly wear a personal Parent ID Card to access the campus. The Parent ID Card allows you to open the doors to the Primary and Secondary buildings during designated access hours and helps us maintain a safe and efficient school environment. If you have not yet received your Parent ID Card please [register here](#). [Parent ID Card Information Letter](#)

Building Update

Keep a look out for the video message from Mr Ferres at the beginning of next week to hear all about the new building. Classes will move into the new spaces in the forthcoming weeks once all the final finishing touches have been completed.

MSF Car Park Information: Drop Off / Pick Up

When using the MSF car park, parents are not to park in a signposted teacher parking space. These spaces are rented and our staff members rely on their space being available when they arrive for work. Cars parked in these private spaces will be clamped. Parents may park in the other available spaces or we encourage you to use the stop and drop zone at the front of the school. We understand that parking can occasionally be a challenge, and we truly appreciate your cooperation in helping us maintain smooth and respectful daily operations for everyone. Thank you for your understanding and support.

MSF Car Park Information: Parking between 09:30 - 14:30

Please be advised that part of the car park is used as a playground after 09:30. Cars should not be parked in the lower section, and **only in marked visitor bays** after this time.

Nurse Symons Informs

[Beginning of School Letter](#)

Head Parents Welcome Letter Academic Year 2025/2026

A warm welcome to and back to MSF from our Head Parents Representatives Mrs Jutta Petznick and Mrs Natalia Myszkowska [here](#).

Coffee Morning

29th August, Friday, 08:30 - 10:00, Cafeteria

Join Friends of MSF's Welcoming Committee at our first Friday morning coffee of the year. Returning and new families welcome, come along and meet other parents and your parent cultural coordinators.

International Day Postponed

Dear families, International Day will be postponed to later in the year so that all school spaces can be ready for such a large event.

Parent & Student Handbook 2025-2026

The 2025-2026 Parent and student handbook is available in the parent zone. Please review this document, particularly the new additions relating to MSF's attendance expectations in Primary and Secondary and the updated Hessen regulations regarding (a) smart phones and smart watches on campus and (b) the prohibition of weapons and dangerous items on school grounds including fireworks and other incendiary materials.

Personal and Family Information Update

If you wish to update your current personal and family information on file please do so by filling out this [form](#).

Join the MSF Welcoming Committee!

Are you interested in helping new families feel at home at MSF? The Welcoming Committee is part of Friends of MSF and we are looking for Cultural Coordinators! As a coordinator, you'll be matched with new families joining MSF, who speak your language, share a similar background, or have kids in the same age group. You'll make a real difference by sharing our Frankfurt Welcome Guide, answering questions, and helping families settle into the MSF community. We're a fun group of volunteers, and you decide how much time you can give! Want to join us or have questions? Reach out to: welcome@msf.education
[More info](#)

French Club 2025-2026 - Interest Survey

We are exploring the possibility of launching a French After School Club this school year (PRI Native - for children who already understand French, and PRI Beginner - for children new to the language) in collaboration with [ADFE Hessen](#). The goal is to develop children's language skills, enrich their vocabulary, and strengthen their connection to French and Francophone culture through regular sessions in age-appropriate groups. If there is sufficient interest, a Secondary group may be possible for those already studying French and advanced enough to engage in radio/podcast activities. Interested families should complete this short [form](#).



[School Event Calendar](#) - please check it regularly for details about announced events and dates.

Message from Ms Henkel & Ms Orgler

While families are hopefully enjoying their well-deserved break, we at MSF are busy preparing both our learning spaces and ourselves to welcome your children on Monday! Some families have already begun their gradual entry during the holidays, while others will start next week. With around 50 new students joining Early Years in August each year, the first weeks are always full of surprises as each child and family brings their own unique experiences. Our entire team – class teachers, cross-class teachers, and the SOS Team – is here to ensure a smooth and supported transition for you and your child.

To reduce organisational questions and be able to focus on your child, we ask families to carefully read the letters below from Ms Orgler & myself. These contain important information about the first weeks of school, such as our switch to Toddle as our online portfolio, class lists and the first day procedure. New families can also find the key information on our new families page on the website.

Last but not least - please be aware that you will now find our office at the entrance of the Early Years division, and as always, our door is open for any questions or concerns.

Welcome letter for NEW students/families

To view the letter for parents of new students in the Early Years please click [here](#).

Welcome letter for RETURNING students/families

To view details of the first day of the new school year for all returning Early Years students, please click [here](#).

Extra-curricular Club: Swimming Classes

8th, 10th, 15th, 17th, 22nd September, Mondays, for Kindergarten & Transition @ Possmann's indoor swimming pool
Train with Brain will continue to offer swimming classes. If you are interested, please contact Markus and his team directly.
[Flyer](#)

Parent Information Evenings & Parent Representative Election

9th September, Tuesday (Kindergarten) & 10th September, Wednesday (Transition)

The Parent Information Evenings for all classes and families will be held from 17:30-19:00. At 17:30 -19:00 we start with new families, all families are invited from 18:00-19:00. There will be no child care provided. During our Parent Information evenings, classes will be electing the Parent Representatives for the year. If you are interested in this position, please let your class teachers know.

Reminder: Save the Dates: 2025/2026 Early Years Team Meeting Dates

Please find below the dates for next year's EY team meetings. [Markus Heinz](#) from Train with Brain will continue to provide after school care service from 15:30-16:30 on these days for those who need it.

NEW [Info Flyer](#)

25.08.25	29.09.25	20.10.25	10.11.25	15.12.25	26.01.26
23.02.26	23.03.26	27.04.26	18.05.26	15.06.26	06.07.26

Extracurricular Clubs 2025/2026

More information about further extra-curricular activities will be shared once we have finalised our schedule. You can meet our extra-curricular providers on the first day of school welcome event on the roof top. Musikschule Nagel, Train with Brain & our Creative Dance teacher will be offering taster sessions so that children can get a glimpse of what is being offered. After the taster, our clubs will be starting gradually.



[School Event Calendar](#) - please check it regularly for details about announced events and dates.

Message from Mr. Wragg

We are very excited to welcome you all to school next week! For some of you it will be your first visit to our school and for others you could be returning after many years in the school. For everyone, the school will look a little different as the new building and new playground are taking shape and should be finished within the next few weeks. We have a slightly adapted layout, with both the Library and the Grade 5 classes in temporary accommodation while we wait for the finishing touches to be made. For everyone else, we are set up and ready to go for what promises to be another fantastic year in MSF Primary. Our new team members have settled in this week and all appear to be very strong educators and our returning staff are all rested and looking forward to meeting their new classes. As always, the class lists will be sent out at the end of this week, around 4pm on Friday. The development of the class lists is a long and careful process involving a number of factors and considerations. Even if your child is not with their 'best' friend, please rest assured that the combinations of students have been created to maximise the academic and social development of all the students.

In case you missed the information at the end of last year, we have shared all the details of the first days below, including the dates and times of the parents information evenings, which are very important to attend, if you are able. See you all next week!

Class lists

As of 22nd August, Friday, 17:00

Please login to the [Parent Zone](#) (Password: *community25*) to access the class list.

Smartphone- & Smartwatch-Free School

In line with the new ruling from the Hessen Ministry of Education, which comes into effect from August 2025, the use of personal mobile devices, including smartphones and smartwatches is now prohibited throughout the school day, both inside the school building and on school grounds. Primary students should not bring either of these types of devices to school.

Welcome letter for NEW MSF Primary students

Parents of students in Grade 1, please read this [letter](#).

(Including details of the G1 Schultüte Ceremony which will take place on Monday, 26th August)

Parents of students in Grade 2-5, please read this [letter](#).

Welcome letter for RETURNING G2-5 students

For details of the first day of the new school year for all returning G2-5 students, please click [here](#).

Primary Musical Club Auditions

Deadline for registration: 28th August, Thursday

Just like last year, students who are interested in joining the Primary Musical will need to audition to get into the club.

For some extremely important information and registration, please see this [link](#).

Please submit a new form for each child you would like to register.

Parents Information Evenings (Adults only)

Please attend the following meetings, where relevant, as you will get a chance to meet the teachers and learn more about life in your child's new grade. German teachers will also be part of these meetings.

Grade 1 & 2 Parents Information Evening: 2nd September, Tuesday, 17:00-18:00, Sports Hall

Grade 3 & 4 Parents Information Evening: 3rd September, Wednesday, 17:00-18:00, Sports Hall

Grade 5 Parents Information Evening: 4th September, Thursday, 17:00-18:00, Sports Hall

Primary After School Clubs

8th September, Monday

On this day you will receive information about all the clubs that will be offered during the 1st and 2nd quarter (semester 1) along with the sign-up letter. Please note: registration will be on a first-come, first-served basis and spaces per club are limited.

Swimming Courses

Run by Train with Brain, 15:30-17:30, Possmann's Indoor Swimming Pool

9th, 11th, 16th, 18th & 23rd September, Tuesdays & Thursdays for Grade 1 - 2 [Info Flyer](#)

5th, 12th, 19th, 26th & 29th September, Fridays & Monday for Grade 3 - 5 [Info Flyer](#)
Registration via email to [Markus Heinz](#)

Student Photos

15th September, Monday to 17th September, Wednesday

A schedule will be shared with you in the next edition of the Bulletin.

Phone-free School

In line with the new ruling from the Hessen Ministry of Education, which comes into effect from August 2025, the use of personal mobile devices, including smartphones and smartwatches is now prohibited throughout the school day, both inside the school building and on school grounds. We do have some primary students who currently come to school with these watches.

Important Links, Forms and Reminders

Please make sure your child has a rainproof jacket as students will play outside unless the rain is very heavy.

[Parent and Student Handbook](#)

[Primary Students Leave of Absence form](#)

[Field Trip Permission Slip](#)

[Head Lice & Fevers](#)



Secondary School

[School Event Calendar](#) - please check it regularly for details about announced events and dates.

Whole Secondary School

Message from Dr. Coppes

[Welcome back letter](#)

Class lists

As of 22nd August, Friday, 17:00

Please login to the [Parent Zone](#) (Password: *community25*) to access the class list.

2025/26 - Stationery and Item Requirements

Students will need certain items in preparation for the new school year. To plan your summer school supply shopping trip accordingly, please refer to our [Stationery Requirements](#).

From the Secondary Athletic Director Mr Kerr

The Secondary School Autumn sports season will run from the week beginning Monday 8th September until the week ending Friday 21st November 2025. Parents will need to register participants during the first week back after the summer break.

Available Sports for the first Season include:

G6-8 & G9-12 Cross Country (Co-ed.): Mondays & Thursdays

G6-8 & G9-12 Soccer (Boys / Girls): Tuesdays & Thursdays

G9-12 Volleyball (Boys / Girls): Mondays & Wednesdays

Phone-free School

In line with the new ruling from the Hessen Ministry of Education, which comes into effect from August 2025, the use of personal mobile devices, including smartphones and smartwatches is now prohibited throughout the school day, both inside the school building and on school grounds. Regarding an update to our Phone Free campus, kindly refer to Mr. Green's [letter](#).

SEC Photo Session

8th September, Monday - 10th September, Wednesday

SEC Back-to-School Night

11th September, Thursday, 17:00-18:00, Sports Hall

Grades 6 through 12 Parent Information Evening - Voting for Class Reps.

Middle School (Grade 6 - 8)

Message from the ALN Coordinator Ms Eleni Armaou

APA's health advisory, "Artificial Intelligence and Adolescent Well-being," reveals both promising opportunities and important challenges with AI technology for teens. With adolescence (ages 10–25) constituting a critical period of brain development, understanding how to navigate AI thoughtfully can help maximize benefits while avoiding potential pitfalls.

From APA-American Psychological Association: [Source](#)

High School (Grade 9 - 12)

G10 IGCSE Results June series 2025

IGCSE Results are out! A big congratulations to all our Grade11 students for their hard work last year. If parents or students have any inquiries or questions regarding their results, please make an appointment directly with Mr M.Smith and or see Mrs Krueger. Official transcripts and certificates are usually released mid October - November. We will celebrate the results and achievements with the Gr11 once the certificates are received.

G11 & G12 IB Coordinator

For all IB related matters, please contact [Ms Kelly-Jane Mann](#).

Grade 11 - 12 - Lanterna learning skills sessions for G10-11 and 12

17th September, Tuesday, 09:15 & 11:00

09:15 Grade 12 - A Guide to the last year of High School

11:00 Grade 11 - Strategies for Success: Navigating the Challenges of Junior Year

G11 - Class of 2027 Secondhand Book List:

[Link](#)

Grade 12 IB DP Re-marks, and Next Steps

[Link](#)

Class of 2026: [University Application Deadlines](#)

Updated class of [2026 IA calendar](#)

Useful Links

[Uni Guidance](#)

[Guide for IB Acknowledgment](#)

[IB late work guidelines](#)

[Academic Integrity for IA](#)

[Online Chemistry Tutoring](#)

Information on Studying in Germany

The IB Diploma offers the opportunity to continue the academic career in Germany. Enclosed you will find a range of information on recognition, study programmes in English, gap year and scholarships:

[IB Diploma Recognition](#) [Study Programs in Germany](#)

[Gap Year in Germany](#) [Gap Year FAQ](#) [Scholarship Opportunities](#)



General Information

Regarding MSF

- **School Website:** www.m-school.de
- **Login for the Parent Zone** (password: *community25*)
- **School Calendar 2024-2026:** the school calendar is available on our [website](#).
- **Managebac Guide:** for some tips on how to use Managebac please [click here](#).
- **Toddle Guide:** [Family walkthrough on web](#), [Family app walkthrough](#), [Attendance on the app for families](#), [Attendance on the web for families](#)
- **Parent & Student Handbook:** [General Handbook](#) / [EY Handbook](#) / [PRI Handbook](#) / [SEC Handbook](#)
- **School Forms:** <https://m-school.de/community/parent-zone/msf-forms-handbook/>
- **Update your contacts:** If you have changed any of your contact details (email / mobile number/home address/employer etc.), please let us know so that all our databases can be accurately updated. <https://forms.gle/9tbGt988KT8wNnq7>
- **Personal Parent ID Card:** [More information and ID card registration here](#)

Other information

Information from the nurse

We can all help control the spread of infectious diseases through early recognition and action. A sick student could contaminate staff and students, and this is particularly dangerous for our immuno-compromised and pregnant community members. Therefore, it is the parents responsibility to keep a sick child or a child who appears to become sick at home. Please report all cases of infectious diseases directly to our school office, as this will help us to monitor conditions and prevent the spread of illnesses. Any student suspected of having an infectious disease must be seen by a doctor, as only the doctor can properly diagnose illnesses. A list of the most common notifiable diseases and more information about them can be found [here](#).

As a quick guide, you should not send your child to school if any of the following symptoms are present:

- **Temperature above 38°C**
- **Acute cold, sore throat or persistent cough**
- **Vomiting, nausea or severe abdominal pain**
- **Diarrhoea**
- **Red inflamed or discharging eyes**
- **Suspected and untreated head lice**
- **Acute skin rashes or eruptions**
- **Other symptoms of acute illness**

Please remember, your child should be symptom free for 24 hours before returning to school after illness. If you have any questions, please do not hesitate to contact us.

Infectious Diseases: Please see this useful [website](#) about infectious diseases. You can download the information in other languages as well.

Notification of Head Lice: Please find detailed information from our nurse about the right treatment [here](#).

Tick information: With the beginning of spring, ticks become active. Please find detailed information [here](#).

Trained Babysitters

A number of students from G9-G12 are officially trained in babysitting first aid from Erste Hilfe. Contact [Mrs Francis](#) or the [babysitting club](#) for a babysitter.

Taxi Bus

We are pleased to introduce 2 additional companies that could offer shuttle services to MSF for you.

1. [SC Reisen](#). door to door service in 4 Zones please find [here](#) further information and a [form to express your interest](#).
2. DtoD Fahrdienst (Korean community travel firm), please contact [Mr Yang](#) if interested in this service
3. Taxibus Reich Hamburger also offers a door to door service. Please contact them [here](#).