

MSF Bulletin: 02nd October 2025



Whole School Announcements

General Information

Important Drop-Off and Pick-Up information

Please never stop or park on the private property of **SEGRO Park Frankfurt City, Gaugrafenstraße 20–24**. Parking on this private property causes obstructions, damage, and increased accident risks. For the safety of all children and respectful coexistence, please avoid these areas. Thank you for your cooperation.

Crossing Guard Duty Volunteers

We welcome back our helpful crossing guard volunteers and encourage other parents to join in. It's a cheerful start to your day and you get to enjoy a coffee afterwards on MSF. Further training will be available this semester for new families, please sign up [here](#). Returning volunteers, please sign up for a slot [here](#).

Mandatory Access to Campus With Personal Parent ID Card & Card Pick-Up Information

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. In case you forget your card at home, please come to the office to receive a visitor's sticker before going to other areas of the school. Grandparents or other family members who are visiting will also receive a visitor's sticker and are required to carry a completed pick-up authorisation form with them. **We kindly ask you to collect your card from the main office. Please bring your smartphone with you, as you will need to scan the QR code to confirm the receipt.**

If you have not yet registered for your Parent ID Card please [register here](#). [Parent ID Card Information Letter](#)

French Club for Primary and Secondary Students

Mondays 15:30-16:40 until 26th January 2026, Room D01.39

This club is designed for students who speak the language at home or have strong connections to the French language. The course will be conducted by [Français du Monde Hesse – Frankfurt](#).

Sign up [here](#).

Parent Representative Coffee Morning

Friday, 24th October 2025 at 08:45 in the Cafeteria



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

Message from Ms Henkel & Ms Orgler

The time of Autumn is a beautiful and colourful time of the year. With all the beauty also comes the first peak in sickness. This is a kind reminder to help us keep our community healthy. As shared by our nurse in the Parent Rep meeting, there are some key rules for a safe and healthy learning environment at MSF: Please do not send children into school when they are clearly feeling sick and need to rest and recover. We also have a clear 24 hours rule for fever, diarrhoea and vomiting to avoid unnecessary spread of illnesses. In case of head lice we have adapted the procedure to ensure cases are reported to the school and consequently the health authorities. Further information is shared in this bulletin and can be read in the Parent Rep Meeting Minutes below. Only together can we keep the community healthy in order to provide stable care for all children and a safe work environment for our staff.

EY Parent Rep Meeting Minutes

Please find the meeting minutes [here](#).

New Head Lice Procedure

Between June and September, seven cases of head lice were reported in the Early Years. Following concerns raised by a group of parents to the Gesundheitsamt, we reviewed our current approach and received a clear recommendation to increase parent accountability, as the reported cases likely underestimate the actual situation. In collaboration with our parent representatives, we are introducing a new process.

For details, please see the attached [letter](#).

Staffing Update

We have to bid farewell to Ms Cyanne Parker; her last day is next Wednesday. We wish her all the best for her future endeavors. Yesterday, we also had to say goodbye to Ms Sophie Wilhelm. After finishing her studies of Social Work and gathering first work experiences, Ms Sophie is now spreading her wings. We sincerely wish her all the best for her upcoming adventures; we will miss her dearly.

Upcoming Early Years Team Meetings

20th October, 10th November, 15th December, Mondays

Please be aware that parents will be charged a late pick up fee should they not pick up their child by 15:30. If parents find it difficult to make arrangements for an early pick up. [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. See his [Info Flyer](#).

Parent Teacher Meetings (for new Kindergarten and all Transition families)

October/November, see link for class specific dates

Please sign up for a short meeting with your child's teachers to discuss how your child has settled in.

[KGB](#) [KGL](#) [KGT](#) [KGF](#) [TRF](#) [TRB](#) [TRD](#)

Extra-curricular Activities: Creative Dance by Elin Rau

From 21st October - 16th December, Tuesdays, TR @ 14:30-15:15 & KG 15:30-16:15, 80 EUR for 8 sessions

Ms Elin Rau is a Pedagogue and Dance-Movement who will be offering Creative Dance as an extra-curricular club at MSF.

Please register here, If you haven't registered yet by Email:

Registration link [Kindergarten](#) (This group is almost full with a waiting list for the next term)

Registration [Transition](#)

Early Years' Pumpkin Carving Event 🎃

29th October, Wednesday, 17:00-18:30, in the cafeteria

Join us for our pumpkin carving fun! Please sign up using the form linked below and bear in mind that no walk-ins will be accepted. [Registration link](#)

International Outdoor Classroom Day

4th November, Tuesday & 6th November, Thursday

This year, all Early Years children will take part in the international Outdoor Classroom Day. Our team will be setting up a variety of engaging outdoor activities, giving every child the opportunity to learn and explore outside the classroom.

Save the Date - St Martin Parade for Early Years Families

5th November, Wednesday, afternoon, starting @ MSF and ending @ Possmann's

Please mark your diaries for this wonderful community event organised by our parent representatives in collaboration with family Possmann. The day will start with a bake sale and St Martin's play at approx. 15:30 and is followed by a lantern parade @ 17:00 (when it gets dark), ending with hot drinks and Weckmänner @ Possmann's.

More information is coming soon!



Primary School

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

Message from Mr. Wragg

This week he had our first Parent Rep's meeting of the school year. I would like to start by saying a huge thank you to everyone who has volunteered to carry out these roles, you are all an essential part of our school community infrastructure and provide an essential conduit between the teachers and administration of the school and the parents. For those of you who are new to the system, the class parent reps help organise events from the class, collect and administer funds for class trips and staff gifts and provide a liaison for parents' questions, concerns or ideas about what is happening in the school. Our six weekly Parent Rep Meetings provide an opportunity for these questions to be raised with me. During the meetings, I will either answer the questions, or discuss solutions that the school could find to the issues raised. We also bring in staff speakers to present information about school programmes or initiatives. Today we discussed parking, lunchtimes, photos, wasps, the new building, Halloween and digital safety. As always, it was a lively and productive session, details of which can be seen on the agenda linked below. These meetings are specifically for the Parent reps, but all parents are welcome. Please have a look out for the next Parent Rep Meeting agenda, in case you would like to participate, the meeting is taking place on November 12th at 8.40am in the cafeteria.

Important: After School Club Attendance

If your child is unable to attend their club on a given day, please make sure to record this under Excusals in Toddle. This saves us a lot of time that would otherwise be spent looking for a child reported as missing by the club instructor.

Library Books

After the October break, students will be able to check out one fiction book during their library session to take home. Please check your child's library day so you know which day this will be. As usual, they will return their book the following week and change it. When the new library is ready, students will be able to check out two or three books again depending on their Grade level.

Responsible Digital Citizenship

At MSF we use technology to enhance the learning experience. We expect all our community members to be Responsible Digital Citizens. As technology is used to enhance the learning process at MSF, we ask that all families complete the form, with their children, for this school year. [Responsible Use form](#)

General Data Protection Regulation (GDPR)

At MSF, we use technology to enhance your child's learning through secure, GDPR-compliant online programmes that support both in-school and home learning. Please complete the required form to give permission [here](#).

Parent Representatives Meetings 2025-2026

[Agenda and minutes](#) from our recent meeting.

The dates for the meetings for the remainder of the year have been planned as follows: 12th November 2025, 14th January 2026, 25th February 2026, 15th April 2026, 3rd June 2026.

Parent Teacher Conferences

27th October, Monday - 31st October, Friday / German: 10th November, Monday - 13th November, Thursday

This year Parent-Teacher Conferences are planned from the 27th October. German Parent Teacher Conferences are from the 10th November.

Autumn Break Camps

By Train with Brain:

06.10.-10.10.25 [Sports Camp](#) from 09:00 to 16:00

13.10.-17.10.25 [Parkour Camp](#) from 09:00 to 16:00

By Outdoor Kids:

06.10.-10.10.25 [Football Camp](#) from 09:00 to 16:00

06.10.-10.10.25 [Gymnastics Camp](#) from 09:00 to 16:00

By MSF:

13.10.-17.10.25 [STEM Robotics Camp](#) from 10:00 - 15:30 [Information](#) [Registration](#)

By Stagecoach:

13.10.-17.10.25 [Musical in a Week](#) from 10:00 to 16:00

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.

Secondary students offer babysitting - their “all about me” bios are posted in the Atrium. Alternatively, contact [Mrs Francis](#).

[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

SEC Parent Representatives Meeting with Dr. Kyle Coppes

21st October, Tuesday, 8:40 - 9:40

From the Secondary Athletic Director Mr Kerr

The Secondary School Autumn sports season runs until Friday 21st November

[Please see here for a list of our current fixtures.](#)

Read about Ms. Ceccatelli's Eintracht Frankfurt Volleyball Team [here](#)!

Maths Competitions 2025-2026

Please review the schedule of [Upcoming Math Competitions](#).

The schedule should be accessible to parents, but each competition's registration link in the document is only accessible through the student's MSF email account.

MAP Testing

20th October - 31st October

MAP testing commences the first week back after Fall break. [Linked is the MAP testing schedule](#). Please make sure that your child is at school to avoid catch up sessions during lesson times. Their devices should be fully charged and the MAP testing browser loaded (this was completed in class but please check). Email krueger@msf.education with any concerns.

Middle School (Grade 6 - 8)

Message from the ALN Coordinator Ms Eleni Armaou

Staying Connected: A guide for Parents on Raising an Adolescent Daughter

As a group, adolescents today typically enter puberty earlier, lead a more pampered life, and are exposed to more overt violence and sex in social media than any generation before them. Yet, most adolescent girls are not as mature as one would think. Their emotional development does not always keep pace with their physical growth and the quickly changing world around them. In addition, they remain in school longer (more than two-thirds go on to college), so have less experience with adult responsibilities than the girls who came before.

[APA Resource for Parents](#)

High School (Grade 9 - 12)

G10 Field Trip to Eintracht Frankfurt Deutsche Bank Park

23rd October, 9:50 - 13:30

Cambridge (G6-G10)

Please be aware that the 2026 IGCSE examination window includes 15th May and 4th June, which coincide with school/public holidays. Exams scheduled for those days will still take place as timetabled. As adjustments are only possible in very exceptional cases (holidays do not qualify), we encourage families to make arrangements ahead of time. Further information is available in the [Grade 10 IGCSE Handbook](#).

If parents or students have any inquiries regarding Cambridge curriculum (including IGCSE), [please contact Mr M. Smith](#).

G11 - Class of 2027 Secondhand Book List:

[Link](#)

SEC Parent Representatives Meetings 2025-2026

The dates for the meetings of the year have been planned as follows:

21st October 2025, 20th January 2026, 21st April 2026.

SEC Parent Teacher Conferences

11th November 2025, 25th February 2026,

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

Updated class of [2026 IA calendar](#)

Class of 2026 important dates: [Mock, Graduation and Prom dates](#)

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 2025-2026:** 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/9tbgMt988KT8wNnq7>
- **Personal Parent ID Card:** [More information and ID card registration here](#)
- **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](#).

Other Information

Information from the nurse

We can all help prevent the spread of infectious diseases through early recognition and action. Sick students put staff and peers at risk, especially those who are immuno-compromised or pregnant. Parents are responsible for keeping sick children at home and reporting infectious cases to the school office. Students suspected of having an infectious disease must be seen by a doctor for proper diagnosis. A list of common notifiable diseases and further information can be found [here](#).

Do not send your child to school if they have any of the following symptoms:

- **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](#).

MSF Babysitters

We have a number of Secondary students available for babysitting opportunities - their "all about me" bios are posted in the Atrium and the EY corridor - please do check here for a potential connection. Alternatively, you can contact [Mrs Francis](#).

Need help at home?

Notmütterdienst e.V. Frankfurt is a non-profit organization providing reliable, flexible support in childcare, elderly care, household help, and corporate family services tailored to individual needs. View info brochure [here](#).

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](#).