

# MSF Bulletin: 06<sup>th</sup> November 2025



## Whole School Announcements

### General Information

#### Parking in Car Park - School Playground Area

Please remember that during the following time slots, the back section of the MSF car park will be closed off with a chain: **10:00–10:30 and 12:00–13:00**. During these times, this area is used as the school playground for our students during their break. If you have not moved your car before these times, unfortunately, you will need to wait until the break is over. Larger signs will be put up soon to remind you of this.

#### New: Event Section under General Information (last page)

Do you know about an exciting or interesting event for families in or around Frankfurt? It could be a flea market, a seasonal event, a newly opened theme park, or a great location for a children's birthday party. We try to feature a new event every month. Do you have a tip? If so, please send it to [Ms Wahl-Schutzbach](#). Thank you!

#### S3, S4, S5, RB15 & RB16 Train Disruptions During the Whole Month of November

Due to the modernisation of the rail network, the above-mentioned trains are experiencing delays. Please be sure to check the following link if you rely on these public transport services: [RMV](#)

#### Annual Survey: Tell Us What You Think!

MSF always strives to improve. Your feedback is critical in helping us to enhance what we offer at school, identifying our strengths and highlighting areas to work on to ensure we are fulfilling our mission. Please tell us what you think!

[MSF annual survey](#)

#### SC Reisen Taxi-Bus Provider

11<sup>th</sup> November, Tuesday, 14:45-16:00 h, Foyer by the Main Office

The Taxi Bus Company SC Reisen will introduce their services and host a Q&A session for interested parents.

[SC Reisen Zones](#)

#### Reminder School Closed

17<sup>th</sup> - 18<sup>th</sup> November, Monday & Tuesday

On these 2 days the school is closed for teacher professional development days.

#### Save the Date: Friends of MSF'S Advent Wreath Making Workshop

22<sup>nd</sup> November, Saturday, 13:00-17:00

Families and staff are invited to this pre-Christmassy event as we make our own Advent wreath. You can choose between a German Adventskranz or an American-style door wreath. Materials are provided as well as refreshments. We will also offer children's Christmas crafts and on-site babysitting so that your whole family can join in the fun. We're looking forward to ringing in the Advent season with you!

[Festive Flyer](#) [Registration Link with payment instructions](#)

#### Eschborner Landstrasse

Please do not stop in the middle of the road to let your child out on Eschborner Landstrasse - please pull into the stop and drop zone, into a parking space or make use of the MSF parking lot. Stopping in the middle of the street is dangerous and disrupts the traffic flow in the mornings. Such traffic violations may also result in a fine from the Ordnungsamt. Thank you for helping keep all our community safe in the mornings.

#### 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**

To ensure student safety, all parents and authorised guardians must use and wear a Parent ID Card to access the campus. The card opens the Primary and Secondary building doors during access hours and supports a secure environment. If you forget your card, please visit the office for a visitor's sticker before entering other areas. Grandparents or other family members will also receive a sticker and must bring a completed pick-up authorisation form. If you have not yet registered for your Parent ID Card please [register here](#). [Parent ID Card Information Letter](#)



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

### Message from Ms Henkel & Ms Orgler

Over the past weeks, the elections of our student council took place and class representatives have been elected in an official voting process to imitate the democratic process of an election - in our case with pictures rather than check marks. The students chose two representatives in each class - in one case two students had the same amount of votes and thus we have three students representing this class. The elected representatives will attend monthly meetings with Ms Orgler and Ms Politi to be the voice of all students in their class. Congratulations to this year's student council members! We look forward to listening to you present suggestions, critical feedback and ideas to actively shape your early years experience.

|                                           |                                                 |                                                   |                                        |
|-------------------------------------------|-------------------------------------------------|---------------------------------------------------|----------------------------------------|
| <b>EY Student Council Members 2025-26</b> | <b>TR Bumblebees</b><br>Medha, Siema & Penelope | <b>TR Dragonflies</b><br>Aurelia & Mila           | <b>TR Fireflies</b><br>Amelie & Tobias |
| <b>KG Butterflies</b><br>Ian & Emilia     | <b>KG Frogs</b><br>Arin & Quinn                 | <b>KG Ladybirds</b><br>Maliheh & Seogyem (Nannan) | <b>KG Turtles</b><br>Mina & Cecilia    |

### Staffing Updates

At the end of December, Ms Selma will be moving on from MSF back to Bosnia for personal family reasons. We wish her all the best and are very sad to see her leave but understand her decision. This Monday, we welcomed back Ms Florin Madanhire from her maternity leave to the KG team. Ms Florin will be working in the KGL class alongside Ms April and Ms Selma and from January onwards will take over from Ms Selma. Ms Evelyn van Kampen who supported the KGF and KGL class as Cross Class Teacher has some wonderful news for the community - she is expecting her second child. For health reasons, she can only return to work after her maternity leave. We are wishing her all the best for this next exciting chapter in her life.

### Parent Readers - St Martin's Story

A parent reader from each Early Years class came to read a story about St Martin's to help children gain some understanding of the meaning behind this celebration. A big thank you to all parents and to our parent representatives for organising this. It was very special having a guest reader in the library session.

### Extra-curricular Activities: Creative Dance by Elin Rau - limited spaces available for TR

From 21<sup>st</sup> October - 16<sup>th</sup> 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 therapist who will be offering Creative Dance as an extra-curricular club at MSF. Registration [Transition](#)

### Upcoming Early Years Team Meetings

10<sup>th</sup> November, 15<sup>th</sup> December, 26<sup>th</sup> January, 23<sup>rd</sup> February, 23<sup>rd</sup> March, 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](#).

### Train with Brain - Soccer Course @ MSF Sports Hall

14<sup>th</sup> November 2025 to 30<sup>th</sup> January 2026, Friday, 15:30-16:30

[Info flyer](#)

### Teacher Training Days: School Closed

17<sup>th</sup> November, Monday & 18<sup>th</sup> November, Tuesday

Please be aware that the school will be closed for our teacher professional development days.

### New Swimming Course by Train with Brain @ Possmann's Swimming Pool

17<sup>th</sup>, 19<sup>th</sup>, 24<sup>th</sup> & 26<sup>th</sup> November & 1<sup>st</sup> December, 15:30-17:30

[Info flyer](#)

**Student Photo Sessions**

25<sup>th</sup> November, Tuesday, KG Turtles, KG Butterflies, TR Bumblebees, TR Fireflies

26<sup>th</sup> November, Wednesday, KG Frogs, KG Ladybirds, TR Dragonflies

**Save the Date: EY Winter Show**

10<sup>th</sup> December, Wednesday, 14:30, Sports Hall

All parents are cordially invited to attend the annual winter show performance followed by a small get together from 15:30-16:00. The day will end at 16:00 after the events and all children should be picked up by then.

**Winter Holiday Programme - Registration Open**

22<sup>nd</sup> - 23<sup>rd</sup> December 2025 & 5<sup>th</sup> - 10<sup>th</sup> January 2026

Please sign up through the links below and carefully read the [Holiday Programme Registration Letter](#).

[KGB](#) [KGF](#) [KGL](#) [KGT](#)

[TRB](#) [TRD](#) [TRF](#)

Further details will be sent via email to those families who registered for the programme.



# Primary School

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

## Message from Ms Hand (Primary Assistant Principal)

Last month we were very fortunate to have some parents come to assembly and present on the festival of Diwali. They shared about how the festival is celebrated in their homes - including food eaten, decorations and special dress. It was a truly meaningful assembly for all, but especially for those of our student body who also celebrate Diwali. Between this week and last week we've also celebrated Halloween and El Día de Muertos. Of course, these are celebrations that we explore within the classroom. But it is even more beneficial for families to share how these may look home. As we head towards the festive period, with more celebrations in tow, if you'd like to share, we would absolutely welcome it. These shared lived experiences from home help ground our discussions in the classroom. So if there are upcoming celebrations, family traditions, religious festivals, or cultural events that your household values - please let us know. Even a small sharing (story, family recipe, a special object) is impactful. We want our students to see reflected at school what they see, experience and live at home. In this way we can truly learn from one another, and continue to grow a community where everyone's identity is seen, honoured and celebrated.

## Parent Readers - St Martin's Story

Thank you to our Grade One parents who came to read a story about St Martin. This helped the children to gain some understanding of the meaning behind this celebration. A big thank you to all parents and to our PA for organising this. It was very special having a guest reader in the library session!

## Fidget Toy Sale

10<sup>th</sup> November, Monday, 15:30, Cafeteria

One of our students has been making fidget toys on his 3D printer at home. He is not selling them for a profit (only 2 or 3 euros each) he just wanted to share his creations with the school community and cover his costs. Please come and have a look if you have time.

## German Parent Teacher Conferences

12<sup>th</sup> November, Wednesday, 14<sup>th</sup> November, Friday (German)

## Parent Representatives Meeting

12<sup>th</sup> November, Wednesday, 08:40-09:40, Cafeteria

This is the [agenda](#) so far, kindly submit any agenda items before the meeting via this [form](#).

## New Swimming Course Grade 1-2 by Train with Brain@Possmann's Swimming Pool

17<sup>th</sup>, 19<sup>th</sup>, 24<sup>th</sup> & 26<sup>th</sup> November & 1<sup>st</sup> December, 15:30-17:30

[Info flyer](#)

## 2nd Quarter of After School Clubs

24<sup>th</sup> November 2025 until 30<sup>th</sup> January 2026

There are still a few spaces available in the following clubs:

G1-2 Tuesday's Handball Club [sign up](#)

G1-2 Thursday's Capoeira Club [sign up](#)

G3-5 Monday's Creative Dance Club [sign up](#)

G3-5 Tuesday's Yoga Club [sign up](#)

G3-5 Wednesday's Pilates Club [sign up](#)

G3-5 Friday's Chess & Checker's Club [sign up](#)

## Interest survey: Summer Camp Special 2026 "Make My Song" with Cris Cosmo

Next summer, students can experience the joy of creativity in music with singer-songwriter Cris Cosmo. During the "Make My Song" workshop, participants will write and produce their own song using instruments, beats, a music production app, or AI—in any modern music style. Throughout the week, they will write lyrics, sing, rap, and perform as part of a band. The camp ends with a final performance on stage, where you can witness the young artists proudly share their sound. At the end of the week, every participant takes their produced song home—a lasting memory of a fun and inspiring musical adventure.

More information: [Website](#) [Video Playlist](#)

[Expression of interest form](#)

## **Library Books**

Students are now 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.

## **Winter Holiday Camps on Campus**

By Outdoor Kids

05.01.- 09.01.2026 [Tennis Camp](#) from 09:00-16:00

By Train with Brain

05.01.- 09.01.2026 [Parkour Camp](#) from 09:00-16:00

## **Late Pick Up Payment Information for Families with Multiple Children**

As already known, pick-up later than 17:30 will be charged in 5-minute increments at €10 each. In the event of a late pick-up, the form will be filled out with the exact pick-up time and must be signed by the person collecting the child.

For families with multiple children, the fee will be applied per family for the first late pick-up and for subsequent late pick-ups per child.

## **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](#).

Please make sure to record an excusal in Toddle, if your child is unable to attend their after school club activity.

[Parent and Student Handbook](#)

[Primary Students Leave of Absence form](#)

[Field Trip Permission Slip](#)

[Head Lice & Fever](#)

[General Data Protection Regulation Permission 2025-2026](#)

[Responsible Digital Citizenship Use Form](#)



# Secondary School

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

## Whole Secondary School

### Secondary Closed for Parent Teacher Conferences

11<sup>th</sup> November, Tuesday

There will be no classes on this day. This semester, we will hold an open house Parent-Teacher Conference in the Sports Hall on a first come, first served basis. No prior booking is required. Each meeting will last approximately 3 – 8 minutes unless a slightly longer meeting is requested by the teacher. All SEC families are invited during the allocated time slots as below:

Family Name H – N: 8:30 – 10:30

Family Name A – G: 11:00 – 13:00

Family Name O – Z: 14:00 – 16:00

### Drop-in ManageBac Training for Parents

11<sup>th</sup> November, Sports Hall

13<sup>th</sup>, 14<sup>th</sup>, 18<sup>th</sup> & 20<sup>th</sup> November 08:40-09:15, Cafeteria

Stop by Mrs Francis' table during conferences on the 11<sup>th</sup> for a quick session, or drop-in training in the cafeteria on the other listed dates. If you are unable to make an in-person session, please email [Mrs Francis](#) for an online session.

### MSF closed for Teacher Training

17<sup>th</sup> and 18<sup>th</sup> November 2025

### From the Secondary Athletic Director Mr Kerr

The Secondary School Autumn sports season runs until Friday 21<sup>st</sup> November.

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

### 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.

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## Middle School (Grade 6 - 8)

### Message from the ALN Coordinator Ms Armaou

Families are children's first teachers and essential to promoting social and emotional learning (SEL) throughout a child's life. When educators and families work together, they can build strong connections with each other that reinforce social and emotional skills developed in the home, in schools, and in their communities.

[Source](#)

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## High School (Grade 9 - 12)

### Cambridge Parent Information Evening G9 and G10

27<sup>th</sup> November, Thursday

All parents of grade 10 students are strongly encouraged to attend this GCSE Parent Information Evening, and parents of grade 9 students are welcome. Please RSVP using [this form](#).

## Cambridge 2026 Examinations

Please be aware that the 2026 IGCSE examination window includes 15<sup>th</sup> May and 4<sup>th</sup> 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](#).

## Class of 2026

[University Application Deadlines](#)

[IA Calendar](#)

[Mock, Graduation and Prom dates](#)

## G11 - Class of 2027 Secondhand Book List

[Link](#)

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## 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](http://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](#)
- **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. Please fill in this [form](#).
- **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](#).

### Events in and around Frankfurt

Interesting websites:

- [Events4family](#)
- [Visitfrankfurt](#)
- [Kindaling](#)
- [Taunus4family](#)
- [Kuckuck-Magazin](#)
- [Frankfurt mit Kids](#)
- [Kinderkultur Frankfurt](#)
- [Papageno Kids Theatre](#)
- [Detective Birthday with GPS devices in Grüneburgpark \(Grades 3–6, in German\)](#)

### **Top Events in November**

11<sup>th</sup> November, Tuesday, Günthersburgpark Frankfurt-Bornheim, from 18:00

Celebrate St Martin's Day with a large bonfire, mulled wine, children's punch, crêpes and grilled sausages. The program includes a shadow play of the St. Martin story, performed by the children of the Günthersburg Adventure Playground. The event is musically accompanied by the Johannis Brass Choir.

View: [St Martin's Day in Günthersburg Park](#)

29<sup>th</sup> November, Saturday, all over Frankfurt

Every last Saturday of the month, many fantastic museums in Frankfurt am Main open their doors — and the best part: admission is completely free for you and your little explorers on that day!

View: [SaTOURday](#)