

MSF Bulletin: 04th December 2025



Whole School Announcements

General Information

Car Clamping

When using the MSF car park, parents **must not park in any signposted teacher parking spaces**. These spaces are privately rented, and our staff rely on them being available when they arrive for work. During the time required to locate the owner of the improperly parked vehicle, the teacher arrives late for class, which is certainly not in your interest. Please note that any car parked in these reserved spaces **will be clamped**. We appreciate your cooperation in keeping daily operations smooth and respectful for everyone.

MSF Academy: Child & Teen Coaching

Tomorrow, 5th December, Friday 08:40 - 09:40, Cafeteria

Melinda Toth, certified life coach, will be hosting a coffee morning for parents interested in how coaching can support your child to manage stress, stay focussed, handle frustration and recover from setbacks. [Adult, Child & Teen Coaching Flyer](#)

SC Reisen Taxi-Bus Provider

9th December, Tuesday, 17:00-18:00 h, Foyer by the Cafeteria

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

Friends of MSF Coffee Morning

15th December Monday, 8:40, Cafeteria

Following our call in the last bulletin, we warmly invite all those who would like to actively participate in planning and shaping our upcoming community-building events to an information session. We look forward to seeing you there – everyone is welcome!

Lost & Found - Please Check!

Until 17th December, Wednesday Donation to charity: 18th December

There is a vast collection of lost and found items including jackets, clothing, water bottles, shoes, glasses and more in the basement of the sports hall. We kindly ask all parents to take a moment to check the boxes. All items that have not been picked up will be donated to charity on 18th December!

Friends of MSF: Volunteers Wanted!

We are planning several exciting events for the coming year – and we are looking for committed volunteers to help make them happen. If you would enjoy strengthening our community and actively contributing to the planning of these events, we warmly invite you to join us for an in-person meeting. There, we will present the planned projects and develop further ideas together. Simply sign up [here](#) – we look forward to getting to know you personally!

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!



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

Message from Ms Henkel & Ms Orgler

As the year draws to a close, it is easy to be carried away by the rush of to-do lists and holiday preparations. But this season also offers a beautiful opportunity to slow down, take a breath, and simply be. In Early Years, we gently encourage moments of mindfulness—short pauses to notice, to appreciate, and to feel thankful for the little things: a shared laugh, a quiet moment, a kind gesture.

In that spirit, we would like to take this opportunity to thank all parents and guardians for their trust, support, and ongoing partnership throughout the year. As a celebration of our shared journey, we warmly invite you to our Winter Show, followed by a relaxed get-together—a chance to connect, reflect, and enjoy the sense of community we have created together.

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 while we are very sad to see her leave we understand her decision. Last Wednesday, Ms Yasmin Danici joined the EY Team as Kindergarten Cross Class Teacher. Ms Yasmin holds a degree as Social Assistant from Eugen-Kaiser-Schule in Hanau. She is German and speaks German, English and Turkish.

EY Parent Rep Meeting Minutes

Please find attached the minutes of last week's parent rep meeting with a focus on Transitioning to Grade 1 and other relevant topics. Our next meeting will be on 21st January.

[Meeting minutes](#)

St Nikolaus

5th December, Friday

Nikolaus will join us at MSF on Friday to hand out special treats to the students. A big thank you to our parent reps and helpers behind the scenes for making this happen!

EY Winter Show

10th December, Wednesday, 14:30, Sports Hall

Please see our Toddle email and poster for further details.

Upcoming Early Years Team Meetings

15th December, 26th January, 23rd February & 23rd 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](#).

Winter Holiday Programme - Registration Open

22nd- 23rd December 2025 & 5th- 10th 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 Mr Wragg

I was very fortunate, last week, to be invited to join a Grade 1 class on their trip to see a local artist. We walked to the water tower, near the school, and entered a magically creative world. There were sculptures, paintings, models, photos with paintings on top, various different craft-based artworks, fashion and even a story book written and illustrated by the artist. Dora Ostrovsky, a member of our school community, is originally from Ukraine, but now lives and works in Frankfurt. She is primarily an artist, but also hosts workshops and parties for children and adults in her amazing workspace, at the tower. During our visit, she showed the students examples of her art, explained her creative process, gave a guided tour around the tower gallery and finally, helped the students create some art of their own. She also kindly donated two copies of her new book, *The Blue Rabbit and the Soap Adventure*, one in German and one in Ukrainian, to the new school library.

MSF is always looking for opportunities to expand our students' learning experience through communication with local experts in different fields. This could be parents or friends of our community who are happy to talk about their profession, or welcome the students to visit their place of work, or it could be that you have a passion and an interest in something that you are happy to share with our students. If you would be interested in offering to do this, or have a suggestion for someone who you think would make an interesting expert speaker, please let us know.

Primary Advent Calendar

Happy December! Primary has prepared something special for the MSF Community this year. Please find the Primary Advent Calendar [here](#).

Student Absences and Doctor's Note

Kindly be reminded that student absences due to sickness must be reported to the school via Toddle. In the event that students are unable to attend school due to sickness for 3 days or more, a doctor's note must be submitted to the main office.

St Nikolaus

5th December, Friday

Nikolaus will join us at MSF on Friday to hand out special treats to the students. A big thank you to our parent reps and helpers behind the scenes for making this happen!

Primary Winter Shows

11th, 16th, 18th December, 17:30, Sports Hall

The highly anticipated Winter Shows are fast approaching, where you will get to see the talent and creativity of our student-created performances.

Thursday 11th December: Grades 1 and 2

Tuesday 16th December: Grades 3 and 4

Thursday 18th December: Grade 5

Should you wish to register for After School Care for the evenings your children are in the show follow this [link](#). For more details about the shows, please read this [letter](#).

Winter Holiday Camps on Campus

By MSF:

05.01.- 09.01.2026 [STEM Robotics Camp](#) from 09:30-15:30

We are excited to announce that MSF is offering a STEM Maker Camp designed for primary school students in Grades 1–5. This fun and engaging program allows children to explore robotics, maker design, and engineering through hands-on projects. The camp balances creativity, problem-solving, and active play, ensuring participants enjoy an exciting week full of innovation and teamwork. Camp Projects include: Building Robot, Science Maker and Robot Games.

[Details and Registration](#)

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

Parent Representatives Meeting

14th January, Wednesday, 08:40-09:40, Cafeteria

Kindly submit any agenda items before the next meeting via this [form](#).

Interest survey: Spanish Club G1-5 in Q3 & Q4

10th February to 9th June, Tuesdays or Wednesdays, 15:30-16:40

[Expression of interest form](#)

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](#)

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

Message from Assistant Principal Mrs Krueger

Students have been actively demonstrating the IB Learner Profile of *risk-taking* this month. Several stepped into unfamiliar territory by joining the German Debating Society and taking part in their very first meet—an impressive start in a new and challenging arena. Meanwhile, our Robotics Club is working diligently as they prepare for their upcoming competition, showing determination, creativity, and strong collaborative spirit. Our Grade 11 students attended an Extended Essay meet and greet with supervising teachers to consider topics and prepare for their final essay submissions.

From the Secondary Arts Department

Spectrum

9th December, Tuesday, 18:00, Sports Hall

The full MSF community is invited to attend the annual Secondary Creative Arts concert. This evening of music, drama and art is a showcase event for the “spectrum” of creative work produced in the classes and ensembles of the Secondary Arts Department. This year, for the first time our Food Tech students will showcase their creative culinary skills with a taster meal, donations towards the initiative are welcomed! All are welcome to attend and taste!

From the Secondary Athletic Director Mr Kerr

Winter Sports are here!

Boys Basketball starts 8th December. All other sports begin after the Winter holidays.

Registrations for teams are now closed.

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.

Middle School (Grade 6 - 8)

SEC Parent Rep Q&A Grade 6 - 8

25th November - Please see the minutes [here](#).

Message from the ALN Coordinator Ms Armaou

Linden Global Services are launching Parenting in Practice, a free webinar series designed to support parents with everyday challenges. The idea is to create a warm and open space where we can slow down together, grab a tea, and talk honestly about the ups and downs of raising kids. The first session about Teen Procrastination will take place online on Tuesday, 2nd December at 19:00. During the session, we’d love to hear about the challenges you’ve been facing and explore what really drives procrastination. Future sessions will cover topics such as Time Management, and Identity & Belonging. If you have ideas or themes you’d like us to explore in future webinars, we’d love to hear them! Join the Teen Procrastination webinar [here](#).

High School (Grade 9 - 12)

SEC Parent Rep Q&A Grade 9 - 10

26th November - Please see the minutes [here](#).

SEC Parent Rep Q&A Grade 11 - 12

28th November - Please see the minutes [here](#).

University Guidance Info Night Grade 11 - 12

Today, 4th December, Thursday, 17:30 - 18:30, SEC Commons

Cambridge IGCSE Parent Updates (G9 & G10)

- G9–G10 IGCSE Parent Information Evening slides are [here](#).
- 2026 IGCSE exams run 15 May – 4 June 2026, [including holidays](#) (exams proceed as scheduled; limited rescheduling only in exceptional cases). **Families are encouraged to plan arrangements early.**
- Further information is available in the [Grade 10 IGCSE Handbook](#).
- Curriculum inquiries can be directed to [Mr M. Smith](#).

Class of 2026

[University Application Deadlines](#)

[IA Calendar](#)

[Mock, Graduation and Prom dates](#)

G11 - Class of 2027 Secondhand Book List

[Link](#)

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](#)
- **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:** For student safety, all parents and authorised guardians must wear a Parent ID Card to access the campus. If you forget your card, please get a visitor sticker from the office. Other family members or pick-up persons without a Parent ID Card must also have a submitted pick-up authorisation. Please [register here](#). [Parent ID Card Information Letter](#)
- **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 During Christmas Time

Until 24th December: [Living Advent Calendar Rödelheim](#)

5th - 8th December German-American Choir Community [The Singing Christmas Tree](#), 17:00 & 19:30

6th - 7th December: Idyllic Christmas Market at [Kronberg Castle](#)

All Advent weekends: Christmas at the Zoo [Tierpark Rheinböllen](#)

Until 25th January, Thursday-Sunday [Winterlights at the Zoo](#)

13th December - 11th January [Great Christmas Circus Frankfurt](#)

18th December - 04th January Weihnachts-Circus Heerstraße, daily at 16:00

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](#).

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.

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.