



NADEEN
SCHOOL
BAHRAIN

Legal Status

Board, Governance,
and Association outline

1. Nadeen School Legal Status

- 1.1. Nadeen School (the School) is a legally recognised international co-educational school in Bahrain, licensed by the Bahrain Ministry of Education, and operated under its owning entity, Nadeen School – Dilmunia CR number: 146715-1
- 1.2. The School operates under the laws of Bahrain for the operating company and under the Ministry of Education decree and regulation for all daily operational and educational processes at the School.
- 1.3. There are three levels of Board at the School, as follows:
 - 1.3.1. **Operating Company Board**
 - 1.3.2. **School Governing Board**
 - 1.3.3. **Parent Board**
- 1.4. And one level of Association at the School, as follows:
 - 1.4.1. **Nadeen Community Association**

2. School Mission, Vision, and Values

All representatives of School Boards and School Associations within the school abide by the following:

2.1. School Mission

Our mission is to provide a caring, nurturing and empowering environment in which all children can learn and thrive. Our children and team have the skills and mindset to:

- think, explore and grow
- celebrate and respect ourselves and the people around us
- be compassionate and have a positive impact on the world

2.2. School Vision

We want our children to grow and develop their emotional, creative, social, imaginative, spiritual and physical sides as well as their academic and intellectual sides. We also instil in our children the importance of finding their own identity, meaning, and purpose in life through connection to their community, the natural world and through encouraging personal and collective responsibility.

We are a child-centred, inclusive and diverse family with a shared love of learning.

2.3. School Values

Our values guide us every day in everything we do.

- Respect – respect for ourselves, each other, and the natural world around us
- Unity – together, as a family, we are supportive and strong
- Compassion – the truest expression of our common humanity (Sir Ken Robinson)
- Growth – growth mindset, YET, and excited to be challenged

2.4. School Philosophy

Nadeen School Bahrain is an outstanding school, offering a high-quality international education in beautiful Bahrain, with a personalised approach to learning which enables each child to achieve beyond their perceived potential.

We believe in ensuring that all students are unique, should be encouraged to follow their passions, interests and we celebrate their individual successes.

To facilitate this, we have adopted our philosophy that places the development of the whole child at the forefront of everything we do.

This encapsulates all aspects of learning and underpins to our commitment of our holistic education

We model a growth mindset with five underlying principles that are referred to and embedded in our curriculum to support, encourage and develop all learners at Nadeen School.

2.5. Three core principles

Personal development: to develop and grow holistically all aspects of the self: social, emotional, physical, spiritual, and intellectual; to develop the mindset and skills required to live in harmony and balance with oneself; remaining connected and in awareness of our consciousness and own natural wisdom

Social awareness and community service: to understand the part we all play in our community and society; to be in service to others and our community; to respond compassionately and act accordingly; to engage in a positive, supportive, pro-active, and constructive way within society

Environmental preservation and sustainability: to understand the part we all play in the preservation and protection of our natural environment; embracing a personal-to-local-to-global responsible, sustainable mindset

2.6. Our commitment:

Commitment to our learners: we are committed to providing a safe, welcoming learning environment where all learners are inspired, supported, and encouraged to achieve beyond their perceived potential

Commitment to our families: we are committed to providing a safe, welcoming, and collaborative environment where parents are partners in education and where our students remain at the center of what we do

Commitment to our teaching and support teams: we are committed to providing a safe, welcoming learning and working environment for our team, and to supporting personal and professional development

Commitment to our community: we are committed to serving our community and to sharing our time, effort, knowledge, and expertise to benefit and improve our local and wider community

3. The Operating Company Board

- 3.1. Introduction: **The Operating Company Board** comprises: Nadeen Holdings (3 seats), Naseej (1 seat), and Ithmaar Development Company (1 seat)
- 3.2. The Operating Board is charged with the responsibility to finance, establish, and maintain the School and meets on a monthly basis to monitor and support the school in maintaining an outstanding provision
- 3.3. The Operating Board is tasked with, supported by the School Principal, developing and maintaining excellent relationships with all government authorities and relevant external agencies in support of the school and education in Bahrain
 - 3.3.1. Specifically for support of the school, the Operating Board and the School Principal are required to foster and enhance positive relationships with the Ministry of Education, Bahrain Quality Authority, and other Bahrain educational, training, and vocational establishment and centers
 - 3.3.2. Specifically for the support of the school in the community, the Operating Board and the School Principal are required to foster and enhance positive relationships with cultural, environmental, and community-based associations that complement and support the School's three core principles, vision, and mission
- 3.4. The Operating Board charges the School Principal with daily operational running of the school and ensuring that the school's academic and pastoral services remain at an Outstanding-rated level of provision with regards to Bahrain, British, and other relevant International inspections and accreditations. This includes development of policy, school strategy and improvement, and ensuring effective and efficient administration of the affairs of the school.
 - 3.4.1. The School Principal issues a monthly report to the Operating Company Board

- 3.4.1.1. The School Finance Manager is responsible for issuing a financial report to the Operating Company Board on a monthly basis through the Principal's report
- 3.4.2. The School Principal attends one Operating Company Board meeting per term and as required on an as-needed basis
- 3.5. The Operating Board takes account of all stakeholders – the students, the parents, the employees, the community – and encourages the sharing of ideas through the appropriate channels
 - 3.5.1. Student voice: via the School Principal
 - 3.5.2. Parent voice: via regular parent surveys and through the Principal
 - 3.5.3. Employee voice: via the School Principal
 - 3.5.4. Community voice: via the School Principal, via the School Governing Board, and via external agencies
 - 3.5.5. Via the Chair of the School Governing Board through the complaints procedure in force at the school
- 3.6. The Operating Board shares responsibility of the monitoring of key academic processes and outcomes, as well as the maintaining the school's excellent standing in the community, with the School Governing Board

4. The School Governing Board

- 4.1. The School Governing Board (SGB) comprises:
 - 4.1.1. Three representatives from Nadeen Holdings
 - 4.1.2. One representative from Naseej
 - 4.1.3. One representative from Ithmaar Development Company
 - 4.1.4. Two independent governors, selected for their key area of expertise, willingness, and ability to support the School
 - 4.1.5. One Parent Representative
- 4.2. There will be a Chair and Vice-Chair of the School Governing Board, members, and a clerk to the Board
- 4.3. The Principal issues a monthly report to the School Governing Board for review
 - 4.3.1. The School Governing Board formally meet in October, January, April, and June each year with the Principal in attendance
- 4.4. The School Governing Board is charged with the shared responsibility of monitoring key academic outcomes and supporting in maintaining the school's excellent standing in the community
- 4.5. The Chair of the School Governing Board shares responsibility of monitoring matters concerning the Parents via the Parent Representative and the Parent Board
- 4.6. Specifically for the support of the school in the community, the School Governing Board are required to support the Operating Board and School Principal in enhancing positive relationships with cultural, environmental, and community-based associations that complement and support the School's three core principles, vision, and mission
- 4.7. Full SGB operating guidelines are included in the SGB Handbook
- 4.8. **Member requirement**
All SGB members must:
 - 4.8.1. Provide a good conduct certificate from the Bahrain Ministry of Interior prior to their first meeting
 - 4.8.2. Undergo mandatory safeguarding training prior of their first meeting
 - 4.8.3. Undergo mandatory school governance training within the first month of appointment
 - 4.8.4. Declare any conflicts of interest that may arise between other members of the Board, the Operating Board, parents of the school, staff members, or members of the school community
- 4.9. **Complaints**
 - 4.9.1. The Governing Board will establish procedures for dealing with complaints in conjunction with the school's Complaints Policy and Appeals Procedure. All complaints are directed to the Chair of the Governing Board

5. The School Parent Board

- 5.1. **The School Parent Board (SPB)** comprises elected parents to, ideally, represent all phases within the school (Early Years, Primary, and Secondary) and is chaired by the School Principal
 - 5.1.1. Arranged without formal parent leadership positions
 - 5.1.2. The SPB is represented at School Governing Board level by the Parent Representative
- 5.2. The School Principal issues a monthly report to the School Parent Board for review
 - 5.2.1. The SPB formally meets in October, January, April, and June each year
- 5.3. The SPB is tasked with supporting the Principal and School Governing Board and with providing parent support regarding school improvement and development
 - 5.3.1. To provide parent perspective, when requested or required, regarding the medium- and long-term development of the school, reviewing progress of development via the monthly report and in termly meetings with the Principal
 - 5.3.2. To support the school and authorize changes, when requested or required, in school income, including changes to fees, in order to support the development of the school as messaged in the school development plan
 - 5.3.3. To support the school and act as Parent representatives, when requested or required, during government or accreditation inspections and parent meetings
 - 5.3.4. Full SPB operating guidelines are included in the SGB Handbook

5.4. Members overview and responsibility:

- 5.4.1. The SPB comprises existing parents of the school who have professional knowledge and experience to benefit and support the school
- 5.4.2. Potential members are identified according to the needs of the school and in accordance with the school improvement plan at the time
- 5.4.3. From this the SPB members are voted into position by the current parent community, covering all phases within the school wherever possible
- 5.4.4. There may be one SPB member who is also an employee of the school
- 5.4.5. SPB members are not required to elicit opinion or viewpoints from the wider parent body but may work with the Principal to develop formal parent voice opportunities
- 5.4.6. SPB members are not responsible for any decision-making regarding school policy or daily operations but may be required to formally message their approval of these
- 5.4.7. SPB members may be required to attend government or accreditation inspection meetings in order to represent the parent body
- 5.4.8. The Principal reserves the right to request the School Board to remove any SPB member who does not actively support and promote the school's mission, vision, and values

6. The Nadeen Community Association

- 6.1. **The Nadeen Community Association (NCA)** comprises elected parents to represent all phases within Nadeen School (the School.)
- 6.2. Arranged with a Chair, Vice-Chair, Secretary, and Treasurer, the general aim of the Association is to support the school community with community-building activities and events, charity work, school events, and fundraisers.
- 6.3. To positively message and support the School:
 - 6.3.1. To work closely with the school Parent Liaison team to provide support to new families who have joined the school
 - 6.3.2. To enrich the experience of the School's students, parents, employees, and community by:
 - 6.3.2.1. Suggesting, arranging, and hosting school and community events
 - 6.3.2.2. Supporting the planning and hosting of other school events initiated by the school leadership team
- 6.4. The School Principal and leadership team retains responsibility for the daily and ongoing operations of the School including all matters pertaining to school policy, teaching and learning, curriculum, school organization, and school management.
- 6.5. The School Principal retains responsibility for the NCA and will provide guidance and reminders on expectations.

6.6. Full NCA operating guidelines are included in the NCA Handbook

6.7. Membership of the NCA

6.7.1. Membership of the NCA comprises school members and community members

6.7.2. Membership of the NCA is voluntary and all members give their time and support freely

6.7.3. All NCA members agree to uphold and promote the school vision, mission, and values at all times

6.7.4. **School members:** will be current parents/legal guardians of existing students

The NCA will aim to have one parent representative from each year group within the school and, at minimum, one from each Key Stage of the school

6.7.5. **Community members:** will be invited to participate in the NCA in an advisory or support capacity as needed for specific events/activities

6.7.6. There will always be a member of the school senior leadership team (SLT), or staff member as delegate by SLT, present at the monthly NCA meetings and at event preparation meetings if required

6.8. The School Principal reserves the right to request any member of the NCA to step down from their position or from the group if it is deemed that they are not fulfilling their obligations or representing the school or NCA in accordance with school expectations

6.9. Aims and objectives:

6.9.1. Providing support to new families who have joined the school

6.9.2. Liaise with the Parent Liaison Officer at key times throughout the academic year to support the welcoming of new families to the school

6.9.3. Leading and supporting events and activities

School events

Assist the school leadership team and school council with school events

Community events

Suggest, arrange, and host school and community events on a monthly, termly, and annual basis. This can include: annual Festive Fair, International Day, appreciation days, uniform sale and market days

Fundraising and Charity events

Promote community service by arranging community based events to highlight the importance and value of charitable work and service to the community. This can include environmental activities, community service activities, fundraising and collecting for charity