

2019

ULLEN S

S C H O O L



A CENTER OF EXCELLENCE IN EDUCATION | SINCE 2006



Cover: A grade II student is incorporating strength, flexibility, balance and coordination in her gymnastic class.



“Nepal can be the Land of
Education in South Asia.”

— GUY ULLENS, PATRON OF ULLENS SCHOOL





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Our Philosophy

At Ullens School we respect individual differences and interests. We offer a safe and happy learning environment. Our teachers combine gentleness with justice and maintain high standards of ethical behavior as well as intellectual achievement.



We encourage children to think for themselves by pursuing their intellectual curiosity and creativity. We guide students as they develop their own ideas and seek creative solutions to problems. Our teachers nurture critical thinking by encouraging students to work without fear, ask questions, analyze, and draw logical conclusions.

Ullens treats children from all cultural and ethnic backgrounds with respect and dignity. Children learn to value diversity and recognize the importance of social equality. The atmosphere at Ullens School helps students learn self-respect and respect for others. Self-discipline grows as students come to believe 'I am capable', 'I am needed', and 'I can influence what happens to me'.

In fostering self-discovery, we seek to develop a child's intellectual and social skills equally. Our aim is to empower children to become responsible and capable adults.

Parent Involvement

We strive to create close ties between families and the school because parent involvement is an essential part of a student's education. Regular parent-teacher conferences and programs based on curricular activities keep parents connected to school life. We encourage parents to volunteer as chaperones and guides for field trips, to engage with the school as class representatives, and to volunteer in the school's Action Team for Partnership committee.

We also provide special training programs for parents on child development and parenting skills. We want to provide parents with the tools to support their children academically, emotionally, and socially.

Ullens School is a co-educational non-profit institution. The school is non-residential. We believe that parents should be able to raise their children inside the family circle while providing them with a world-class education.

Our website carries regular updates on student activities and the school sends a quarterly newsletter to parents to keep them up to date on school programs.



Our Curriculum

Ullens School offers a multifaceted and balanced curriculum within the framework of the Nepal Government's National Curriculum. The school delivers this curriculum through the Bank Street approach to teaching. Our partnership with Bank Street College of Education, New York, strengthens our commitment to offering an innovative and progressive education experience for our students.

At Ullens School, we value experiential learning and our teachers strive to provide hands-on learning opportunities across subject areas. There is also an emphasis on collaborative skills like social, communication, and critical thinking skills. Through instructional strategies such as cooperative learning, we are able to increase the effectiveness of group work among the students.

All instruction is delivered in English, but emphasis is also given to the Nepali language. Students learn to organize their ideas clearly and concisely in both English and Nepali. Ullens School also offers to study Mandarin in our elementary program and students in our IBDP program can choose to study French or Spanish.

Our students learn mathematics through problem-centered experimentation. In science and social studies classes, teachers try to build upon the students prior knowledge and understandings about their world, then explore the subjects through hands-on activities, textbooks and supplementary resource materials. Additionally, field trips within and outside of the Kathmandu Valley are an essential component of this experiential approach to

learning. In order to further enhance our students' global mindedness and exposure, international trips are organized for students in our senior grades each year.

Our students' computer education begins in grade one. All of our classrooms are equipped with interactive whiteboards with cutting-edge hardware, graphics and learning resources. We ensure access for all our students to the latest ICT resources and teach them to become technologically fluent and confident with the latest and ever-changing technology.

We are committed to nurturing our students' creativity in the Arts. Students draw, paint and model clay in visual art classes, and develop confidence while performing in our music, drama and dance programs.

Our physical education program is aimed at helping children not only become athletes but also develop an understanding of the values of physical education and the discipline associated with it so that they appreciate the benefits of keeping fit throughout their lives.

Additionally, Ullens School provides many opportunities for students to expand their academic and social horizons through educational field trips, school tours and lectures by guest speakers.

Our Commitment to Excellence

Our school is dynamic. To maintain it, we review our program at the end of each school year. A curriculum committee evaluates the curriculum for appropriateness and applicability, and reviews teaching methods to be sure they adhere to the best teaching practices. We encourage parents to contribute their observations and suggestions.

At the secondary level of study, Ullens School offers the International Baccalaureate Diploma Programme (IBDP) and the Nepal Government's grade XI & XII curriculum. The availability of these two programs gives a wider range of options for the diverse student body at Ullens School. The delivery of the Grade XI & XII curriculum at Ullens School is inspired by the vigorous and competent IBDP pedagogy. Students can choose between studying science or management within the National Curriculum or enroll in the IBDP program.



Our Personnel

Ullens School hires the best teachers available. They are treated with respect and their ideas are valued. We train all our teachers in the Ullens approach to education.

Team-Teaching

The team-teaching approach to education is an offshoot of the Bank Street philosophy. In the elementary grades (I–V), we have a grade teaching system. Each classroom has two instructors to teach core subjects resulting in a smaller student-teacher ratio. From grade six onwards, students move about the building to subject-specific classrooms and laboratories. Core subject teachers across the grades make a special effort to collaborate with teachers of other subjects and departments, such as physical education, art, music, drama and Mandarin, for a more integrated and holistic learning experience.

Teachers work with students five days a week. They work a sixth day each week developing lesson plans and attending in-school professional development workshops. They have weekly conferences with their supervisors and faculty meetings every two weeks. Teachers are regularly observed and coached.

Coordinators ensure that educational programs, processes and equipment are up to date. They guide teachers' lesson planning, observe their performance and foster professional development. Coordinators and teachers are always available to meet with parents.

In- House Trainings

A committee headed by the principal and coordinated by the Senior School and Elementary School coordinator, as well as experienced teachers, makes up the Professional Development Committee, which plans and designs trainings and workshops for teachers throughout the year.

Professional development sessions are conducted regularly. These sessions are mandatory for all teachers. Each member of the professional development committee is specially qualified to handle different subject areas. They address pedagogical and strategic issues related to teaching, learning, and student and classroom management. Teachers engage as a group in problem solving for improved teaching and learning practices.

We also invite international experts to train teachers at the school. They work alongside the professional development committee to identify and overcome challenges.



Out of School Trainings

Ullens School works hard to identify trainings and workshops that will help our teachers create a better learning environment. In addition to in-school trainings, teachers are sent for workshops organized by local and international educational organizations. School leaders and coordinators are periodically sent to the Bank Street Graduate School of Education in New York, IB-certified trainings, and partner schools in the United States for special immersion training courses.

Our Campus

Our campus is modern and safe. Classrooms are bright and airy, with furniture that suits the developmental age of the students and encourages interaction. Well-equipped classrooms for science, art, music and drama help promote the Ullens philosophy of learning through exploration.



Kadjou Building

The junior block, or Kadjou Building, operates classes I to VIII, accommodating 480 students. It has a cafeteria, library, science labs, and performing arts rooms. It has a rooftop playground with soft rubber flooring for students in grades I to III. It is also used by grades VI through VIII for soft football. The building has over 40,000 square feet of operational space.

Library

We believe that reading is the best way to develop vocabulary and improve comprehension skills.

We have three libraries, one each in the junior, senior and IBDP building. In total, the libraries hold 20,000 books, periodicals and resource materials. Each library is staffed by qualified librarians, and all provide access to online publications and books. The elementary and secondary grades have classroom libraries, but students visit the school library for special classes and general reading.

Parents are always welcome at the school's libraries. We strongly encourage parents to read with their children, especially in the elementary grades. Reading from a young age helps children develop a lifelong appreciation for learning.

Science Laboratories

The biology, chemistry and physics laboratories allow hands-on study and help students gain experience in scientific methods. All of our laboratories of the junior and senior buildings are well equipped and IBO certified.

Computer Laboratory

Ullens School is equipped to meet the educational needs of children in today's technologically driven world. The school's computer laboratories in the junior and senior buildings are each equipped with 35 computer systems and connected to high-speed Internet. Students have unlimited access to the laboratory and are encouraged to spend their free time doing coursework and personal research. However, we maintain a strict code of conduct related to the use of the Internet and expect all students and parents to be aware of the standards.

Digital Classrooms

Ullens teachers use interactive whiteboards, known as ActivBoards, to enhance their lessons. The boards have a digital projector and a special screen that records and saves what is written on it. The boards also allow immediate Internet connectivity from the classrooms. They are rich instructional tools used by both teachers and students.



Auditorium

A fully equipped proscenium stage auditorium, which seats up to 500 individuals, is available for assemblies and performing arts shows. The floor of the auditorium is fitted with high-quality rubber mats so that it may be used as a gymnasium. Students use this space for indoor sports, such as table tennis, badminton and gymnastics.

Cafeteria

The school operates two cafeterias: one in the junior building and one in the senior building. Hot vegetarian lunches are served to all students. In addition, breakfast is provided to students in the elementary grades and an afternoon snack is available to students in the secondary grades. The food committee finalizes school menus, and meals are prepared in our modern kitchen by trained staff under the direction of a professional chef.

Transportation

Ullens School is located one kilometer from the Ring Road in Khumaltar, Lalitpur. Ullens has a fleet of air-conditioned minibuses for transporting students to and from school and other activities. Ullens is also accessible from all parts of the Kathmandu Valley by public transportation. Ninety percent of our students use the school transportation.



Learning to Give

Ullens School encourages students to become responsible members of society while they are still young.

Ullens School Outreach Program

The Ullens School Outreach Program was initiated with an abiding faith in the power and promise of schools to contribute to a more just and caring society. Through our outreach programs, we have created a mechanism to practice social responsibility and inspire our students to do the same. The program gives us a sense of accomplishment at giving back to the community in our own small way. Being the first IB school in Nepal has broadened our horizons and we feel obliged to be more open to the larger teaching and learning community.

We believe that it is possible to provide world-class education in Nepal, and through the outreach program we share this possibility with educators of public and private schools who otherwise have limited access to professional development. It is an opportunity for us to learn from each other and contribute to the overall improvement in the quality of education in the country.

Service Learning

At Ullens, we try to develop a lifelong passion for service in our students so that they feel empowered to make a difference in the lives of others. Students are taught coordination and leadership skills, effective communication, and implementation strategies to meet their intended goals for service. Under adult guidance, students create, initiate, make decisions about, and complete their project. They are expected to keep a record of their project through journaling, a log, and reflective essays. The long-term goal is for the students to become compassionate and caring adults who look for positive solutions to challenges and have the desire and skills to take on a call to action.



Photo: Cyril Raj Satyal, Student, IBDP Year I

Special Programs



Ullens is committed to helping every child be successful. Teachers are well aware of the diversity of learners that are present in the classroom, and they develop differentiated and child-specific strategies to help each student meet their grade level expectations.



Meeting Individual Needs

Sometimes a child may experience academic difficulties. In such cases teachers will assist students, either individually or in small groups, to minimize discrepancy between age and grade or between grade and academic achievement in a particular subject.

A school counselor is available for students to work on behavioral, social and emotional issues. Confidentiality is vigorously maintained in all counseling sessions.

Student Study Committee

This committee addresses academic and behavioral difficulties that students face. When teachers observe consistent problems, they discuss the situation with the student study committee. The committee recommends a variety of paths the teacher may take to try to resolve the student's problem. If problems continue, the student is referred to the school counselor.



Admission Policy

Ullens School does not discriminate against students on the basis of race, color, cognitive ability or religion, or because of national or ethnic origin. It follows a transparent and inclusive admission policy.

- We strive to maintain a high level of diversity. A student's financial background, family occupation, gender balance in each classroom and ethnicity are areas taken into consideration.
- Priority is given to Ullens Kindergarten graduates for admission into grade one, and to those who are on the waiting list for other grades.
- Priority is also given to the children of civil society leaders so that we may honor their contributions to the Nation.

Admission Procedure

Parents and guardians who wish to enroll their child at Ullens School should follow these steps:

Step 1: Parents/guardians who wish to enroll their child at Ullens School should first register their child's name in the admissions log at the School's reception.

Step 2: The Admission's Office contacts the parents/guardians for an orientation. The orientation includes a session by the Principal on the academic program which will be followed by a school tour.

Step 3: Parents/guardians collect the application package from the Admissions Office. The application form is also available on the school website at www.ullens.edu.np.

Step 4: Parents/Guardians fill out the application form and submit it to the Admission's Office. The Admission's Office will set a date and time for a placement assessment and an interview. Both the parents/guardians and the student shall be interviewed.

Step 5: Parents/guardians and students will be notified by telephone or email if the student is accepted.

Step 6: Upon admission, parents/guardians and students will receive an acceptance letter and a voucher to make a deposit that covers liable fees. This deposit confirms the admission of the student at Ullens School. If the deposit is not made by the given date, the student's seat at Ullens School will be forfeited and a student from the waiting list will be offered a seat.

Step 7: Parents or guardians are required to attend an Open House where they will be provided with a Parent's Student's Handbook, curriculum and other necessary documents.

Admission Timeline

Grade I: March/April (Chaitra)

Grade XI: June/July

IBDP Year I: April/May

Entrance Test and Interview

Grade I: Placement assessment for prospective students followed by an interview with the parents.

IBDP and Grade 11: Written test in mathematics and English, followed by a short interview with the student.

Scholarship Program

Ullens School is a non-profit institution; therefore surplus earnings are used to provide scholarships for children who cannot afford tuition fees. Twenty percent of our students benefit from our scholarship program. The Scholarship Committee examines all applications to determine whether the applicant is eligible for a scholarship. The Committee's recommendations are submitted to the Board of Trustees for approval.



GRADES 11 & 12

NEPAL GOVERNMENT'S NATIONAL CURRICULUM

Ullens School's Grade 11 & 12 Program is a rigorous two-year secondary program that enables motivated students to become well-rounded, dynamic people. Our approach to education in grade 11 & 12 is inspired by the International Baccalaureate Diploma Programme and curricula are enriched by the inclusion of the Duke of Edinburgh Award.

Core Streams

Management—a two-year course providing a basic knowledge of the facts and principles of management. Because management learning is a continuous process, our belief is that we should prepare students to take up managerial responsibilities by equipping them with a set of essential skills.

Science – a two-year course emphasizing a conceptual understanding of biological, chemical and physical phenomena. The practical component is designed to supplement learning by applying the scientific theory students learn in class.

Courses Offered

Management: Compulsory English, Compulsory Nepali, Accountancy, Business Studies, Marketing, Business Mathematics

Science: Compulsory English, Compulsory Nepali, Physics, Chemistry, Biology, Mathematics

Academic Advising

Academic advising is an integral part of Grade 11 & 12 program at Ullens School. Advisers help students understand university admissions criteria and requirements and advise them on how to select a university and a course of study. Students are ensured that support, feedback, and opportunities for reflection are part of their Ullens experience.

Internship

Students are required to do a four-week internship after the end of their first year in the program. We believe the internship is an integral part of preparing students for life after school. It aims to:

- Help students apply the knowledge and techniques they learn in the first year to real world situations, and to test and enrich students' understanding, knowledge and skills in practical scenarios
- Teach students how organizations operate
- Provide a platform for deeper understanding in specific functional areas
- Help students explore career opportunities in their area of interest

Extracurricular Activities

The school offers curricular, co-curricular and extracurricular activities, such as music, dance, sports and academic clubs. These activities offer opportunities for students to learn the values of physical strength and endurance, teamwork, individual and group responsibilities, diversity, and a sense of culture and community. Extracurricular activities provide a channel for reinforcing the lessons learned in the classroom, offering students the opportunity to apply academic skills in a real-world context, and are thus considered part of a well-rounded education.







Duke of Edinburgh's International Award

The students enrolled into the management stream have the opportunity to participate in the The Duke of Edinburgh's International Award, which is the world's leading youth achievement award.

The Award Framework

The Award is comprised of the following three levels:

Bronze Level: for students above 14 years of age

Silver Level: for students above 15 years of age and

Gold Levels: for students above 16 years of age

For the age group of students in grades 11 & 12 we offer the 'Gold level'. Students complete the following five sections under this level;

1) Service: The Service section of the Award encourages young people to volunteer their time to and understand the benefits of this service to their community.

2) Skills: The Skills section of the Award encourages the development of personal interests and practical and social skills.

3) Physical Recreation: The Physical Recreation section of the Award encourages young people to participate in sport and other

physical recreation for the improvement of health and fitness.

4) Adventurous Journey:

The Adventurous Journey section encourages a sense of adventure whilst undertaking a team journey or expedition. As part of a small team, participants will plan, train for and undertake a journey with a defined purpose in an unfamiliar environment.

5) Residential Project: The Residential Project, completed only at Gold level, aims to broaden participants' horizons through involvement with others in a residential setting

IB Programme

Ullens School is the first and only International Baccalaureate Diploma World School in Nepal. The International Baccalaureate Diploma Programme is a two-year pre-university international education program that offers a high-quality education, encouraging international mindedness, critical thinking and tolerance for different perspectives and cultures.

The IBDP curriculum contains six subject groups and three core components. Students select six subjects to study from the subject groups. Normally three subjects are studied at the higher level (240 teaching hours per subject), and three are studied at the standard level (150 teaching hours per subject).

The Core

Theory of Knowledge – an internally and externally assessed interdisciplinary component, designed to explore and critically examine the different types of knowledge found in various subjects and culture.

Extended Essay – an externally assessed, independent research assignment of 4,000 words in one of the six subject areas. Through the extended essay, IBDP students can specialize in a subject area and prepare for university studies.

Creativity, Action, Service (CAS) – participation over the two years in creative, physical and service activities in the local community. The CAS requirement allows students to gain real-life experience beyond the classroom.



Subject Groups

Group 1 Language A (Literature)

English Language and Literature
Nepali Literature

Group 2 Language B

English
Language ab initio
French
Spanish

Group 3 Individuals and Societies

Business Management, Economics,
Environmental Systems and
Societies, Social and Cultural
Anthropology

Group 4 Experimental Sciences

Chemistry, Physics, Biology, and
Environmental Systems and
Societies

Group 5 Mathematics

Mathematics, Mathematical Studies

Group 6 The Art

Theatre
Film

Academic Counseling

The Ullens School IBDP provides guidance for university admission (university selection, application, TOEFL, SAT, IELTS and other entrance exams) through its academic counseling center.

It helps students evaluate their abilities, interests, talents and personality in order to develop realistic academic and career goals. Students are also supported to identify their subjects for further studies through interviews, counseling sessions and interest and aptitude assessment tests.

The academic counseling center also invites university representatives to hold seminars for students and parents.



ULLENS KINDERGARTEN

Ullens Kindergarten is an integral part of Ullens School. It purposefully prepares its students to join grade-I at Ullens School. Both Ullens School and Ullens Kindergarten are run by the Ullens Education Foundation and operate in the spirit of social enterprise. Ullens Kindergarten was established in 2011 with the following goals:

- To make learning interactive, meaningful and fun.
- To ensure that all of the six developmental needs of children (personal and social, emotional, cognitive, language and communication, physical, and creative) are met through carefully designed explorations that are derived from and built upon the needs and interests of children.
- To help children develop the dispositions that enhance learning: curiosity, tenacity, collaboration, creativity, and social consciousness.
- science-based curriculum
- An emergent curriculum of both planned and spontaneous activities by an outstanding team of dedicated early childhood teachers
- A variety of choices for play designed to encourage physical skills, cognitive learning, literacy acquisition, problem solving and independent thought

How Learning Happens at Ullens KG

- **Learning is child-centered:** new learning is connected to and built upon students' prior experience and knowledge.
- **Learning is active:** students and teachers are engaged with real-life experiences and hands-on activities that help them construct their own understandings.
- **Learning engages children in critical and creative thinking:** students deepen their understanding through scientific inquiry, problem solving, making connections, drawing logical conclusions, and articulating their own ideas.



- **Learning is a creative and dynamic process:** content reaches across multiple disciplines and developmental domains giving children authentic and relevant opportunities to engage with the world around them.

Above all, Ullens Kindergarten is a place of reflective, intentional teaching and learning. Our interest in research, generated from within our school as well as from academia, is the foundation of our practice. Through our ongoing reflective process, our understandings evolve and deepen. In collaboration with teachers, children, parents and the community, we are committed to the promise of all children.

Ullens KG offers

- A progressive, play-based early childhood education program for 1½ - 5½ year-olds
- Ample of green space to explore and play for children and, extraordinarily well-equipped classrooms
- A constructivist teaching approach drawing inspiration from best practices worldwide, particularly from Bank Street College's Developmental-Interaction Approach and Caltech's



Ullens Team

BOARD OF TRUSTEES (ULLENS EDUCATION FOUNDATION)



Som Paneru
President



Dr. Arnico K. Panday, *Trustee*



Sajani Amatya, *Trustee*



Hem Shrestha, *Trustee*



Bhim Shrestha, *Trustee*

MANAGEMENT LEADERS



Dr. Arzu Rana Deuba
Chairperson, SMC



Medin Lamichhane
Principal



Aruna B. Gyawali
Chief Operating Officer



Sanjeev Lama
IBDP Coordinator



Ekta Rana
Senior School Coordinator



Bunu Karki Thapa
Director, Ullens Kindergarten



Shankar Dhital
Director (Finance)



Shakar Babu Subedi
Senior Manager



Bishal K.C.
Manager

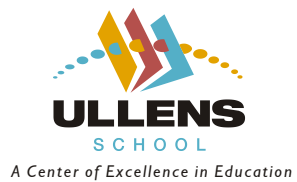


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