

WHAT TO DO NEXT?

Enrolment Checklist



Please use this checklist to help you prepare all the practical details for your child joining JIS!

	FURTHER INFORMATION
<p>Confirm start date and 'House' with admissions if your child is starting mid-term. OR Find out when Induction Day events are if starting at the beginning of Term 1 or 2. Houses will be assigned just before Induction Day.</p>	<p>A message will be sent to your OpenApply Account</p>
<p>Visit the New Parent's Page on Firefly for New Student Information</p>	<p>New JIS Parents</p>
<p>Register for Bru-HIMS (Brunei Darussalam Healthcare Information and Management System)</p>	<p>Bru-HIMS Information</p>

In the month before your child starts school:

	FURTHER INFORMATION	DIRECT CONTACT
<p>Make an appointment at the school shop to purchase uniform and/or stationery</p>	<p>School Uniform Stationery Packs</p>	<p>jis.shop@jis.edu.bn</p>
<p>Complete the Parent Pass & Car Pass Form. August Entrants: Please collect on Induction Day Other Start Dates: Please collect from Visitor Centre</p>	<p>Parent Pass & Car Pass Form</p>	<p>visitorcentre@jis.edu.bn</p>
<p>Purchase a Chromebook (Years 5-9 only) *SAF and Garrison Parents please check with Admissions.</p>	<p>Chromebooks</p>	<p>helpdesk@jis.edu.bn</p>

In the week before your child starts school:

	FURTHER INFORMATION	DIRECT CONTACT
<p>Arrange individual music instrument lessons (if required)</p>	<p>Learn a Musical Instrument</p>	<p>music@jis.edu.bn</p>
<p>Arrange Student Pass/Visa For Non-Bruneian Students Only</p>	<p>Student Pass / Student Visa</p>	<p>visa@jis.edu.bn</p>
<p>Arrange a Certificate of Enrolment For employees claiming the Brunei Government Education Subsidy</p>	<p>Accounts</p>	<p>accounts@jis.edu.bn</p>
<p>Sign up for the School Parent Portal - Firefly NB. August Entrants: This can be done from 1st August. Other Start Dates: This can only be done on your child's first day of school</p>	<p>How to Log In Parent Dashboard How to Top Up</p>	<p>helpdesk@jis.edu.bn</p>
<p>Arrange to visit school Nurses if you require medicine to be held on site for your child</p>	<p>Meet the Health Centre Team</p>	<p>nurse@jis.edu.bn</p>
<p>Contact our Parent Group (JPPC) if you would like to get involved!</p>	<p>JIS Parent Community Committee</p>	<p>parentcommunity@jis.edu.bn</p>
<p>Order any textbooks (Years 7 - 13 only) Note: During the first week of school</p>	<p>Textbooks</p>	<p>textbooks@jis.edu.bn</p>