



**BRITISH
INTERNATIONAL
SCHOOL**
HANOI

Mark Atkinson - ECA Programme Coordinator, British International School, Hanoi talks about how he is using the CHQ Virtual Activity Environment (VAE) at this leading international school in Vietnam.

BIS Hanoi opened in 2012 and is part of the British International Schools in Vietnam Group. The modern, purpose built school has extensive facilities including a large library, a theatre, an auditorium, an indoor swimming pool as well as specialist suites for Science, Music, ICT, Art and Drama.

The CHQ VAE was trialled in autumn 2014 and then fully implemented to manage all extracurricular activities in January 2015. This encompassed all 500 pupils across the primary and secondary schools. Prior to this, extracurricular activity choices and allocations were managed using paper forms which parents completed, the information from which was then entered into excel spreadsheets and allocations performed manually. The process was extremely time-consuming and also logistically difficult to ensure pupil preferences were allocated fairly. Using CHQ, parents and/or pupils can select and track their choices online and the CHQ VAE software manages all allocations as well as communicating back to parents the confirmed activities with timetabling details.

“We have 90 students taking part in 1 activity, 187 taking part in 2 activities and 154 taking part in 3 activities. Before CHQ, we were allocating all of those choices manually, and that’s not including some specialist sports teams, Duke of Edinburgh groups or our Foundation students. CHQ has made a massive difference to the amount of time I have to dedicate to the allocation process and now all I have to do is simply click a button. We also use CHQ to organise all our optional Saturday school programmes which parents simply choose online.”

Mark Atkinson - ECA Programme Coordinator, British International School, Hanoi

At BIS Hanoi, we also use CHQ to manage all of our trips, events and all sports fixtures/ tournaments, including extra training sessions. It has been invaluable in speeding up the process of getting parental consent for trips and activities as well as parents acknowledging receipt of school reports – the whole process now being online, rather than relying on sending paper slips home.

Teachers find the attendance application very useful, interfacing directly with the Capita Sims registration data, enabling them to tighten up on extracurricular attendance and quickly access pupil whereabouts should it be needed for safety or evacuation purposes.

About CHQ VAE:

CHQ’s pioneering Virtual Activity Environment (VAE) software makes all school activity beyond the classroom easier to administer, providing a holistic view of everything that happens within a school. Improving communication, freeing teaching staff to spend more time where it matters, enriching both the student and school experience.

www.chqgroup.co.uk/