



Julie Williams, SIMS Manager, British International School, Ho Chi Minh City, details how she has been using CHQ Virtual Activity Environment (VAE) at the largest international school in Vietnam.

BIS Ho Chi Minh City operates from three, purpose-built modern campus sites, with over 1,800 students from more than 50 countries. As an international school with 3 campuses on 3 different sites, all offering activity choices in the morning, lunchtime and after-school sessions, the management of our extra-curricular programmes is logistically quite complex. Currently the two larger campuses offer close to 100 activities each term, with all secondary pupils required to participate in at least one extracurricular activity and those in primary encouraged to do so. Before CHQ VAE was introduced in 2011, we were relying on spreadsheets and paper to manage activity sign-up and allocation and the process was not only very time-consuming but also difficult for the school to fairly allocate choices.

“CHQ has transformed our extracurricular activity programme management and saved huge amounts of administration time. The online sign-up for parents has created a much fairer system to allocate places in clubs and removed the pressure that first come, first served can create. Teachers love the attendance app which makes checking pupil participation so easy and the group messaging tool makes communicating with club members by e-mail very quick and so simple to do.”

Julie Williams, SIMS Manager, British International School, Ho Chi Minh City

With CHQ VAE, activity sign-up is online and parents and/or pupils have a clear window to enter their choices, with places being randomly allocated based on preferences rather than on a first-come, first-served basis. As an International Baccalaureate school, Years 12 and 13 are also required to participate in a range of creative, action and service options and CHQ allows teachers to track participation levels and pull together information for moving-on transcripts in Year 13.

We also use CHQ to manage all our trips and fixtures and have found the online parental consent tool invaluable, removing the need to send home paper slips to be signed and enabling us to be more stringent. The group messaging facility is also very useful for session planning and notifying pupils of arrangements, as well as setting up one-off meetings or inviting parents to school events. The introduction of the SMS function will be our next project.

About CHQ VAE:

CHQ’s Virtual Activity Environment software facilitates, manages, monitors and reports upon student’s school lives outside of lessons in areas such as sport, drama and music, integrating with and bridging the gap between your MIS and your VLE. CHQ is a hosted solution, compatible with SIMS, Double First, WCBS PASS and iSAMS, and offers a single sign-on (SSO) function through your VLE or Active Directory.

www.chqgroup.co.uk