



**Primary Years Programme (PYP)**  
Teaching and Learning in the PYP (2E)  
*Hosted by The International School Uganda*  
Thursday 7<sup>th</sup> - Saturday 9<sup>th</sup> January 2010, 8:00-16:00



## **General Information**

### **Kampala and Uganda**

Uganda, also known as the Pearl of Africa, enjoys the equatorial weather of East Africa. Its tropical climate provides bountiful rains and sunshine sustaining enormous varieties of flora and fauna. Kampala, the capital city of Uganda is located on the shores of Lake Victoria. The International Airport, Entebbe (EBB) is a 45 minute drive from the city centre.

### **The International School of Uganda**

The workshop is hosted by The International School of Uganda, located in the suburbs of Kampala on a large 33 acre hillside campus.

### **Travelling to and from Kampala**

There are daily flights to Kampala from Johannesburg, Nairobi, and Dubai and direct flights from London three times a week.

Visitors to Kampala should check well in advance whether they need a visa to enter Uganda.

The registration fee includes the workshop, workshop materials, transport to and from the school on the days of the workshop (if staying at one of the hotels listed or if being billeted by a teacher), lunch, snacks and water on each day of the workshop.

### **Organizer and Contact person**

**Daniel Todd**

**Email: [dtodd@isumail.ac.ug](mailto:dtodd@isumail.ac.ug)**

**Phone: +256 414 200378**

**Fax: +256 414 200303**



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## REGISTRATION FORM

This form should be faxed to Daniel Todd: + 256 414 200303 or sent as an attachment to: dtodd@isumail.ac.ug

School: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

Tel No: \_\_\_\_\_ Fax No: \_\_\_\_\_

Contact email: \_\_\_\_\_

Current PYP status of the school: (circle one)    **authorized**    **candidate**

Participant 1: \_\_\_\_\_ Position: \_\_\_\_\_

Participant 2: \_\_\_\_\_ Position: \_\_\_\_\_

Participant 3: \_\_\_\_\_ Position: \_\_\_\_\_

Participant 4: \_\_\_\_\_ Position: \_\_\_\_\_

Participant 5: \_\_\_\_\_ Position: \_\_\_\_\_

Conference fee per person: US\$480

Total fee due: US\$ \_\_\_\_\_

**Bank transfers to be made payable to:**

BANK NAME: CITIBANK FSB, 1101 PENNSYLVANIA AVENUE, WASHINGTON, DC 20004, USA.  
 ACCOUNT: 15046133  
 SORTING CODE: 254070116  
 ABA NO: 254070116  
 SWIFT NO: Citius33  
 ACCOUNT NAME: INTERNATIONAL SCHOOL OF UGANDA

**The following reference must be included on all transfers:** PYP Workshop 2E

- If paying by bank transfer please inform your bank that **all transfer costs are to be included** and that the workshop payment received by our bank must be for the **full amount**. Please send transfer confirmation once complete.
- Cancellations received after 18<sup>th</sup> December 2009 will be charged the full workshop package. "No shows" at the workshop will also be charged the full workshop package.

*NB: Registration will be confirmed only on receipt of payment. Travel arrangements should not be made before registration is confirmed. Closing date for payment: December 18th, 2009*

**Accommodation**

- I plan to stay at Lindsay Cottages (please complete attached registration form)
- I would like to be billeted with a teacher from Kampala (limited availability)



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**Hotel Accommodation Booking Form For Lindsay Cottages**

**Lindsay Cottages, Kampala**

Lindsay Cottages is a top of the range luxurious boutique hotel located in Uganda on Lubowa Hill, 2 km off Kampala-Entebbe road with a panoramic view of Lake Victoria

Plot 30 Lubowa Estate P.O Box 33566 Kampala

Ph: +256 414 200587

Fax: +256 414 200475                      [www.lindsaycottages.co.ug](http://www.lindsaycottages.co.ug)

- Standard room at the price of USD \$100 inc. VAT & breakfast
- Double room at the price of USD \$150 inc. VAT & breakfast

Sharing with: \_\_\_\_\_

Smoking/Non smoking room    *Please indicate your preference*

Date and time of Arrival: \_\_\_\_\_ Date of Departure: \_\_\_\_\_

Name: \_\_\_\_\_

School: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_ Fax \_\_\_\_\_

e-mail: \_\_\_\_\_

Credit card: \_\_\_\_\_ no. \_\_\_\_\_

Card Holder: \_\_\_\_\_ Expiry Date: \_\_\_\_\_



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**WORKSHOP SCHEDULE**

**Day 1 – Thursday 7<sup>th</sup> January 2010**

08:00 - 09:30	<b>Session 1</b>
09:30 – 10:00	Coffee/tea Break
10:00 - 11:30	<b>Session 2</b>
11:30 - 12:15	Lunch
12:15 – 13:45	<b>Session 3</b>
13:45 – 14:00	Coffee/tea break
14:00 – 15:30	<b>Session 4</b>

**Day 2 – Friday 8<sup>th</sup> January 2010**

08:00 - 09:30	<b>Session 5</b>
09:30 - 10:00	Coffee / Tea Break
10:00 - 11:30	<b>Session 6</b>
11:30 - 12:15	Lunch
12:15 - 13:45	<b>Session 7</b>
13:45 - 14:00	Coffee / Tea Break
14:00 - 15:30	<b>Session 8</b>

**Day 3 – Saturday 9<sup>th</sup> January 2010**

08:00 - 09:30	<b>Session 9</b>
09:30 - 10:00	Coffee / Tea Break
10:00 - 11:30	<b>Session 10</b>
11:30 - 12:15	Lunch
12:15 - 13:45	<b>Session 11</b>
13:45 - 14:00	Coffee / Tea Break
14:00 - 15:30	<b>Session 12</b>

***Participants must attend ALL sessions to receive a certificate of participation.***



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**CANCELLATION/REFUND POLICY**

Cancellations received up to three weeks before the beginning of the event will be reimbursed at 80% of the registration fee. Cancellations received after this deadline and “no-shows” will be charged the full registration fee. This policy applies also in cases where visas are not granted.



**SAFETY POLICY**

Neither **The International School of Uganda** nor its directors, officers or agents are responsible or liable for the safety and property of participants or their companions nor for any financial losses incurred if workshops are cancelled due to reasons beyond the IB's control either during the workshops or any excursions related thereto. Travelling to and from the workshop venue shall take place under the participants' sole responsibility. Participants are advised to seek information on potential health and security risks incurred by themselves or their companions and to secure adequate insurance coverage that includes reimbursement of any costs incurred should the event be cancelled.

Ugandan law shall govern any legal issues relating to the enrolment and participation in the workshops. Any disputes arising with respect to or in connection with the enrolment and participation in the workshops in Kampala shall be finally settled by one arbitrator in accordance with the Kampala High Court.