

**2025 ONWARDS**

**PROSPECTUS**

**BOYS & GIRLS**



a countrywide  
**SCHOOL NETWORK**

**AIR FOUNDATION™**  
SCHOOL SYSTEM

# AIR FOUNDATION



a countrywide  
**school network**

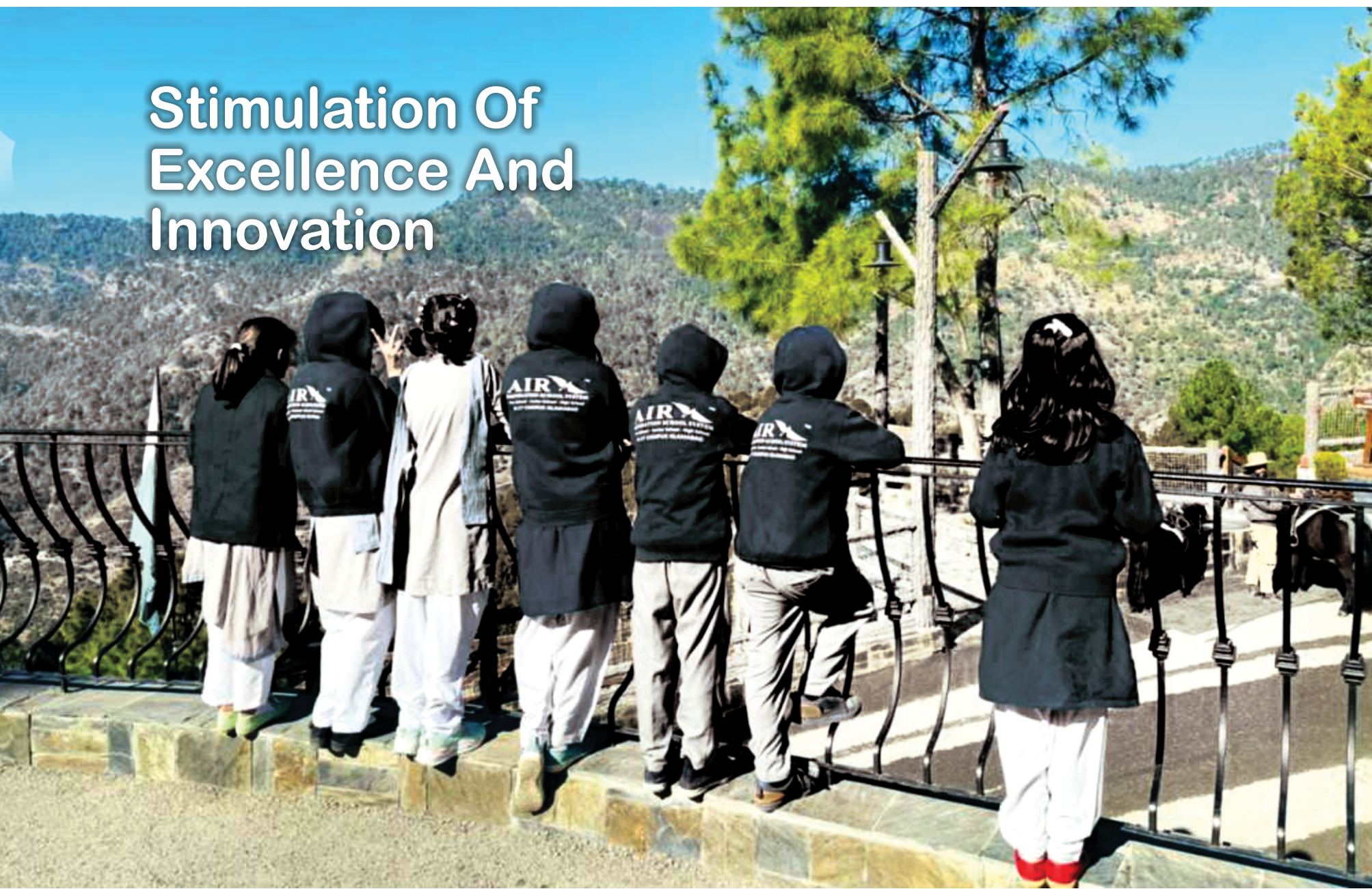
Journey Continues....

# AIR FOUNDATION<sup>TM</sup> SCHOOL SYSTEM

Pakistan's First ISO 21001: 2018 Certified School System

W E L C O M E

# Stimulation Of Excellence And Innovation



**COMMITTED TO A  
better future**



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## Quaid's Message for the students

PAKISTAN IS PROUD OF HER YOUTH, PARTICULARLY THE STUDENTS, WHO ARE NATION-BUILDERS OF TOMORROW. THEY MUST FULLY EQUIP THEMSELVES BY DISCIPLINE, EDUCATION, AND TRAINING FOR THE ARDUOUS TASK LYING AHEAD OF THEM. (1948)



# MESSAGE

Welcome to Air Foundation School System!

We strive to be among the most sought-after and oversubscribed schools in Pakistan. Our team of dedicated teaching and support staff is committed to creating a supportive and challenging environment that encourages all students to achieve their full potential. We are unwavering in our commitment to the pursuit of excellence, and we believe that our school system provides an ideal platform for your child's growth and development.

We are confident that selecting Air Foundation School System for your child will prove to be a wise investment in their future. We believe that education is a cooperative endeavor that thrives best when schools, children, and parents work together in partnership. Therefore, we welcome you to visit our school, either on one of our open days or by appointment.

We look forward to meeting you and welcoming your child into our community of learners.

Regards,  
The Management





# INTRODUCTION

Air Foundation School system is a school that prides itself on creating a welcoming and family-like atmosphere. We have high expectations for our students' academic performance and behavior, and we stress the importance of a positive partnership between the school and parents.

We are fortunate to have strong support and engagement from both parents and community, who have recognized several key features of our school. These include the effectiveness of our learning activities, caring and considerate attitude of our staff towards all students, our excellent communication with parents, and our commitment to involving parents in their children's education.

Our school is always striving to improve the educational experience for our students. This prospectus outlines our goals, curriculum, and activities as we aim to create a joyful and stimulating environment while maintaining high academic standards.

Air Foundation School system caters to boys and girls aged between 3 and 15 and is an integral part of the local community. We also offer resources to support students with speech and language difficulties.



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# MISSION STATEMENT

Our mission is to provide high quality education both modern and relevant at sustainable cost corresponding to global requirements including personal grooming and character building of students to emerge as respected citizens.

# OUR VISION

We envision to provide affordable and accessible education to develop skilled and competent citizens who positively impact society both nationally and globally.



# GOVERNANCE

Air Foundation School System is overseen by a board of directors, responsible for providing guidance and governance in strategic decision-making, policy setting, and ensuring effective and efficient management of the school system. To carry out the board's policies, a management review board has been established under their guidance, consisting of the following members:

Chairman	→	Managing Director
Member	→	Executive Director
Member	→	Operation Manager
Member	→	Planning Manager
Member	→	Quality Assurance Manager
Member	→	Academic Manager
Member	→	Finance Manager
Member	→	Examination Manager
Member	→	Support Manager
Member	→	Relationship Manager



# QUALITY EDUCATION POLICY

The goal of Air Foundation School System is to provide high-quality education and to ensure that its students reach their full potential. To achieve this goal, it is committed to:

- a) provide globally relevant, high-quality education that fosters personal growth, character development, and civic responsibility, while maintaining sustainable costs;
- b) provide a safe, healthy and supportive learning environment for all students, staff, and visitors;
- c) improve the quality of our services by strengthening our excellent relationships with our external providers;
- d) partnering with parents, guardians, and the wider community to promote student success and well-being;
- e) continuously improve curriculum and teaching methods to meet the evolving needs of students and the school system;
- f) focus on relevant educational, scientific and technical developments;
- g) encourage and support students to become responsible, ethical, and engaged members of their communities who value people's privacy and intellectual property;
- h) foster a culture of inclusion and respect for diversity, where all members of the community feel valued and included;
- i) adhere completely to the expectations, requirements, and standards established for learners and other beneficiaries.

Air Foundation School System achieves its commitment to quality through:

- a) regularly monitoring and evaluating its performance against its goals and objectives;
- b) setting targets for improvement and taking action to achieve them;
- c) providing professional development opportunities for staff to continuously improve their skills and knowledge.
- d) encouraging feedback from all members of its community and using it to inform its decision-making and improvement efforts;
- e) complying with all relevant legal and regulatory requirements.

# QUALITY OBJECTIVES

Our objectives at Air Foundation School System are to cultivate a strong, secure, and happy community where learning and achievement are highly valued. To achieve this, we have identified several priorities in our school development plan, including enhancing English language skills across the school, improving our assessment practices, aligning with the "Every Child Matters" initiative, expanding our role as an extended school community, and developing leadership qualities among our students.

In addition to these priorities, we have several other important objectives, including curriculum development, workforce reform, promoting independence, citizenship, and community participation to meet the needs of diverse learners, and improving our physical and learning environments.

We also provide a comprehensive, flexible, and innovative education from early childhood through secondary school. We embrace a holistic education philosophy that prioritizes student-centered learning and traditional academic discipline. We offer active and genuine behavioral care to support our students and encourage their success.

# ADMISSION PROCESS

Admissions for all classes, including preschool, primary, and secondary, are typically accepted once a year in March. After May 30, new admissions are only considered for transfer cases. Parents who wish to enroll their child are encouraged to register for an admission test by completing the admission form at the school office and receiving an appointment card for the test and interview. However, registration alone does not ensure admission. Admission is contingent on successfully passing the admission test, interview, and seat availability.

## ELIGIBILITY

For admission to any class, a candidate must be studying in that class or have passed the lower class at the time of applying for admission. The age at the time of admission must be as mentioned below:

CLASS	AGE
Play Group	2½ +
Nursery	3 to 4 Years
Kindergarten (KG)	4 to 5 Years
Class 1	5 to 6 Years
Class 2	6 to 7 Years
Class 3	7 to 8 Years
Class 4	8 to 9 Years

CLASS	AGE
Class 5	9 to 10 Years
Class 6	10 to 11 Years
Class 7	11 to 12 Years
Class 8	12 to 13 Years
Class 9	13 to 14 Years
Class 10	14 to 15 Years

## TERMS & HOLIDAYS

- FIRST TERM (APRIL - SEPTEMBER)
- FINAL TERM (OCTOBER - MARCH)
- VACATION (JUNE - JULY)

## WITHDRAWAL OF STUDENT

Parents / guardians who wish to withdraw their sons/daughters/wards from the school must notify the admin office and the Principal in writing by completing the withdrawal form.



## CURRICULUM

The school adheres to the Single National Curriculum and designs a comprehensive program of studies for students to follow throughout their academic journey. The program encompasses the fundamental subjects of English, mathematics, science, and information and communication technology (ICT), as well as the foundational subjects of Sindhi, Urdu, history, geography and Islamiyat. General knowledge and religious education are also included in accordance with the agreed syllabus by the Ministry of Education. Our school regularly reviews its curriculum policies in these subjects to ensure that they are aligned with the statutory requirements.

## CO-CURRICULAR ACTIVITIES

The school offers a range of extra-curricular activities in addition to the regular curriculum, which are organized by both staff and parents to enhance the students' learning experiences. The selection of activities available may vary slightly from year to year depending on circumstances. Currently, these activities include debate, public speaking, recitation of the Quran and Naat (Islamic poetry), quiz competitions, classroom decoration, art, music, drama, dance, board games, Islamic Society, and various sports.

## OTHER ASPECTS OF THE CURRICULUM

Our school is committed to providing equal opportunities to all students. We believe in promoting understanding of equality in all aspects of school life, breaking down prejudices and building positive attitudes. We offer a relevant and up-to-date education that promotes the cultural mix of our society and fosters understanding and mutual respect among all members of our community, regardless of differences.

Discrimination of any kind is taken seriously, and our equal opportunities policy is communicated to all members of the school community. When considering admissions, we do not discriminate on the basis of ability, race, culture, class or disability. We monitor access to the curriculum and achievement of different groups of pupils to ensure that all students have the same opportunities to learn and make progress.

Our goal is to create an inclusive school that welcomes and respects all students, regardless of their background or abilities. We believe that by working together, we can create a positive and supportive learning environment that promotes diversity, equality, and mutual respect among all members of our school community.



## EXCURSION TRIPS

In order to enhance and enrich the curriculum, we arrange educational visits to places of interest. Every school year, our students have the opportunity to visit local places of interest as well as other educational sites that are relevant to their studies. These visits provide valuable learning experiences and help to bring the curriculum to life.

## TEACHING FACULTY

The teaching faculty of the school is made up of highly qualified and experienced professionals who are dedicated to providing quality education to their students. They are committed to keeping up to date with the latest developments in their respective fields and employ a variety of teaching methods to cater to the diverse learning needs of their students. The school's faculty members hold relevant degrees and certification in their areas of expertise, and many of them have additional training in teaching methodologies and classroom management. They undergo regular professional development workshops and seminars to enhance their skills and knowledge.

The school also has a robust recruitment process that ensures the selection of the most qualified and suitable candidates. The selection process includes a rigorous interview process, reference checks, and criminal background checks.

The school values its teachers and recognizes their contributions to the school's success. As such, it provides them with a conducive working environment, competitive salaries, and benefits, and encourages them to participate in extracurricular activities and events.



# HEALTH, SAFETY AND ENVIRONMENT

The health, safety, and environment of the school are of utmost importance to us. We have implemented various policies and procedures to ensure the safety and well-being of our students, staff, and visitors.

We regularly conduct safety audits to identify potential hazards and take appropriate measures to eliminate or minimize them. Our staff members are trained in first aid and emergency response procedures.

We also prioritize maintaining a clean and healthy environment. Our facilities are regularly cleaned and maintained, and we follow strict protocols for waste management and disposal. We have implemented recycling programs and encourage our students and staff to reduce their environmental footprint by conserving resources and reducing waste.

We believe that a healthy and safe environment is essential for optimal learning and growth, and we are committed to providing such an environment for all members of our school community.



## CODE OF CONDUCT

At our school, we strive to create a safe and inclusive learning environment where all students can thrive. To achieve this, we expect all members of our school community to adhere to the following code of conduct:

**Respect:** We treat each other with respect and kindness, speaking to one another in a polite and courteous manner. We listen actively and try to understand different perspectives, avoiding interrupting or speaking over others.

**Responsibility:** We take responsibility for our own actions and behavior, coming to class prepared with all necessary materials and completing assignments on time. We also hold ourselves accountable for the impact of our actions on others and on the school community as a whole.

**Honesty:** We value honesty and integrity, being truthful in our interactions with teachers and classmates. We admit when we don't understand something and take responsibility for our mistakes, avoiding cheating or plagiarism.

**Inclusivity:** We embrace diversity and foster an environment of inclusivity, avoiding any form of discrimination or harassment based on race, gender, sexual orientation, religion, or any other characteristic. We also strive to be welcoming and supportive of individuals who may be different from ourselves.

**Safety and Security:** We prioritize the safety and security of our school community, following school rules and reporting any unsafe or suspicious behavior to the appropriate authority. We also respect the property of others and the school environment.

By following this code of conduct, we can all contribute to a positive and respectful school community that promotes academic success and personal growth.



# CONSEQUENCES

The students involved in certain behaviors may face strict disciplinary action from the School Head. These behaviors include:

- Cheating, lying, stealing, using abusive language, or engaging in any other immoral act.
- Being rude or disrespectful to any staff member.
- Possessing a firearm, knife, or any other type of weapon.
- Smoking, using drugs, or engaging in any activity involving narcotics.
- Intentionally damaging school property.
- Participating in a strike, protest, inter-group fight, or any other unruly act.
- Any other acts of misconduct that violate the school's code of conduct.

The School Head takes these behaviors seriously and will take appropriate action to maintain a safe and respectful learning environment for all students and staff.

## JEWELRY AND MOBILE PHONES

Jewelry is not permitted for safety and security reasons, and as we cannot take responsibility for items of significant value, we request that children refrain from wearing any jewelry to school except for an inexpensive wristwatch. We particularly discourage the wearing of rings and earrings.

Mobile phones are strictly prohibited for children in the school premises.









# UNIFORM

At Air Foundation School System we have high standards of personal presentation and ask for parents' co-operation in maintaining such standards. Our school uniform is important to us for several reasons. It helps pupils' identify with the school and to take a pride in their school. It is practical and avoids increasing costs as fashion changes. All pupils will be expected to wear the Air Foundation School System uniform.

## BOYS

- Grey Pinafore
- Polo Shirt blue & White
- Plain black pullover /jacket.
- Black sacks
- Black shoes –no trainers



## GIRLS

- Grey pinafore
- Blue check blouse
- White legging
- Blue check sash

### Secondary Section

- Grey Shirt
- White Shalwar
- Grey dupata with check blue pipping
- Black pullover/jacket
- White Shoes
- Black flat shoes



## JEWELRY AND MOBILE PHONES

At Air Foundation School System, we believe that parent involvement in their child's education is essential for their academic and personal growth. As such, we encourage all parents to be an active part of our Parent Teacher Association (PTA). The PTA is a collaborative effort between parents and teachers to create a positive and supportive learning environment for our students. Through the PTA, parents can participate in various school activities, events, and fundraisers. It also provides a platform for parents to share their views, suggestions, and feedback with the school administration. The PTA meetings are held regularly to keep parents informed about their child's progress, curriculum updates, and school policies. We believe that the involvement of parents in their child's education is crucial, and we are committed to fostering a strong partnership between parents and teachers to ensure the best possible outcome for our students.

## VISITING SCHOOL

Parents who are interested in visiting the school must schedule an appointment with the School Head through the school office. The school staff will conduct the parents' tour of the premises.



# FEE RULES

Here are some school fee deposit rules and penalties:

1. The school fees should be paid bank challan or in cash on or before the due date specified by the school. Cheques are not acceptable.
2. A penalty of PKR500 will be charged for late payment of fees after the due date.
3. In case of non-payment of fees for two consecutive months, the name of the child will be struck off from the school register.
4. The parents or guardians must keep the school informed if they are facing any financial difficulty in paying the fees.
5. The school may consider granting an extension of the due date for payment of fees on a case-by-case basis, after receiving a request from the parents or guardians.

It's important to note that while penalties can help to ensure timely payment of fees, schools also consider the financial circumstances of their students' families and work with them to find solutions in cases of genuine hardship.

## CHANGES AND AMENDMENTS

The Air Foundation's management retains the right to make changes or amendments to the School Prospectus when necessary. Any such modifications will be communicated to parents and students through a circular.

## CORRESPONDENCE

All correspondence concerning school matters should be directed to the School Head.



# Registration Form

For Office Use Only

Reg. No. \_\_\_\_\_

Date \_\_\_\_\_

<b>Name:</b>		<b>Class:</b> Play <input type="checkbox"/> Nursery <input type="checkbox"/> KG <input type="checkbox"/>  If not above Mention Class In Box Below <div style="border: 1px solid black; width: 100px; height: 100px; margin: 10px auto;"></div>
<b>Male</b> <input type="checkbox"/> <b>Female</b> <input type="checkbox"/>	<b>Date of Birth:</b>	
<b>Address:</b> <i>(Please include postcode)</i>		
<b>Telephone Number:</b>		
<b>Applied for Campus:</b>		
<b>Parents' Names: Mother</b>  Mrs:  Occupation:  <input type="checkbox"/> <i>Correspondence to be addressed to this person.</i>	<b>Parents' Names: Father</b>  Mr:  Occupation:  <input type="checkbox"/> <i>Correspondence to be addressed to this person.</i>	
<b>If your child is regularly brought or collected by another person, please provide their details here:</b>		
Are they:            Driver/Childminder <input type="checkbox"/> Grandparent <input type="checkbox"/> Other <input type="checkbox"/>		
Name(s) :		
Telephone Number:		



**Emergency Contact:**

Name:

Relationship to child:

Contact Telephone Number:

*Please provide a mobile telephone number if possible.*

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**Injuries & Medical Conditions:**

*Please specify any ongoing medical conditions etc*

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**Academic School Details:**

Name of Previous School:

Address:

Telephone Number:

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Parents Signature:

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## ABOUT US

Air School System is an Independent Education System that follows National Curriculum in- accordance with Federal Ministry of Education and is registered as a Private Limited Company under the Companies Ordinance 1984. Air Foundation School System carries Trade Mark under the Ordinance 2001/Act 1940, Government of Pakistan. AFSSs ISO 9001-2000 certified by Moody International All rights reserved.

**HEAD OFFICE**

UAN: 0304 1111 909

 [www.afss.pk](http://www.afss.pk)