

Mr Jan Švihálek
Head of School
International School of Brno
Cejkovicka 10
Brno 628 00
Czech Republic

18 March 2014

Dear Jan,

Thank you for submitting a COBIS membership application on behalf of International School of Brno. I am pleased to confirm that the COBIS Board would like to offer International School of Brno COBIS Member status.

On behalf of COBIS, I would like to welcome you and members of your school community to our growing global association which represents quality British style schools based in more than 59 countries worldwide.

Next Steps

In order to confirm your school's COBIS Member status, please email a brief letter of acceptance which reflects the understanding of yourself and your school Board to respect and work within the guidelines illustrated in the COBIS Ethical Code of Practice and the COBIS Guide to Good Governance. These two documents are published on the COBIS website.

Please also supply high resolution and low resolution files of your school logo for use by COBIS. These should be emailed to members@cobis.org.uk. A school profile will shortly be set up for International School of Brno on the COBIS website and login details will be emailed to you so you and your staff can access the COBIS website Member Area.

COBIS Membership

Within three years COBIS *'Members'* are expected to commit to an Inspection carried out by one of the six Department for Education (UK) approved Inspectorates under the British schools overseas (BSO) inspection framework. Further details are available at www.education.gov.uk

COBIS appreciates that a BSO inspection might not be appropriate for every school. In this case 'Members' who do not complete a BSO inspection within three years will at the discretion of the COBIS Board be expected to submit a selection of revised documents to retain COBIS Membership. At the very least these documents will include, a current child protection policy, school development plan, safer recruitment policy and articles of association for the governing body. Where CIS accreditation is held, confirmation will also be required after three years for COBIS Member status renewal.

Membership Benefits

The reach, expertise and capacity of COBIS is strengthened by its members. With this in mind, I would like to remind you of some of the benefits of COBIS membership:

www.cobis.org.uk

Executive Director | Colin Bell

COBIS, St Mary's University College, Waldegrave Road, Strawberry Hill, Twickenham, TW1 4SX, UK
T: +44 (0)20 8240 4142 | F: +44 (0)20 8240 4255 | E: executive.director@cobis.org.uk

- Representation with the British Government, educational bodies and the corporate sector
- Quality continuing professional development for school leaders, governors, teachers and support staff
- Regular COBIS newsletters and briefings about developments and trends in UK education
- Inter-school and inter-association networking opportunities
- Access to our Consultancy Service
- Access to our Leadership Mentoring and Support Service
- A unique username and password for the COBIS website, allowing you to post job vacancies, download resources, edit your online school profile and participate in the online forum
- Access to the processing of DBS checks for new staff

Please refer to the covering email and attachments which provide all relevant COBIS membership information. The following documents are attached in electronic format.

- COBIS 'Member' logo (2 sizes)
- COBIS identity guidelines
- COBIS membership handbook 2013/14
- COBIS membership framework
- COBIS development plan 2013-16
- COBIS Consultancy Service flyer
- COBIS Leadership Mentoring and Support Service flyer

In terms of membership fees for 2013/14 your school has been charged the introductory fee of £432.00. COBIS membership fees for the 2014/15 academic year will be calculated at £3.78 per pupil (subject to change at the AGM in May 2014).

Forthcoming COBIS Conferences

- COBIS Annual Conference
10-12 May 2014 - Park Plaza Hotel, London
- Advanced Child Protection Course
13 May 2014 - London

Once again, on behalf of COBIS, welcome to our global association. I look forward to receiving your letter of acceptance and to supporting and working with all at International School of Brno. Finally, if you have any questions please don't hesitate to contact myself or a member of the COBIS team on +44 208 240 4142.

Kind regards,



Colin Bell
COBIS
CEO

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