

Information to the Parents of Primary classes pupils

Dear Parents,

To ensure a smooth school, start in the best conditions, kindly pay careful attention to the following general information related to the four Primary grades.

The information related to the programs, the functioning, the pedagogical follow-up, the class life and its rules will be communicated to you during the parents' evening, which will take place on **Thursday, September 14th, 2023**.



→ INFORMATION FOR THE FIRST DAYS (August 30th, 31st and September 1st, 2023)

- ✓ Please **come with your child to the classroom** in order to meet the teacher, to possibly correct your contact details and to highlight your main contact email.
- ✓ The classroom opens at **8:30 am** (reception). Lessons start at **9:00 am** and finish at **2:45 pm**, with the possibility to stay until 4:00 pm. Childcare is available from 7:30 am and until 6:30 pm, **after registration**. On Wednesday, school ends at 12:30 pm; a meal is organised for children enrolled for the afternoon childcare.
- ✓ There are **no extracurricular activities** during these first three days. Teachers will provide "supervised playtime" from 3:00 to 4:00 pm (please contact the teachers if you are interested in this service).
- ✓ There is **no bus service** during the first three days.

→ GENERAL INFORMATION FOR THE SCHOOL YEAR



Pedagogical information

- ❖ **Timetable:** will be given the first day with the teachers' names, phone numbers and emails.
- ❖ **Breaks:** during the morning between 10:30 and 11:00 am, and in the afternoon from 2:45 to 3:00 pm for children remaining at school after the classes. We recommend bringing a healthy snack with water (possibly more important on Wednesdays). Each child will need a gourd, which will remain in the classroom.
- ❖ **Homework:** P1 & P2: 3x/week. P3 & P4: 4x/week. It is important to check that the homework is done.
Parents of children going to the supervised study classes should ensure and supervise that works requiring more time (reading, poetry, etc.) is done again at home. Homework is graded and supplied the Friday of the previous week.
- ❖ **English:** 4x 45 min./week, divided into two groups.
- ❖ **German:** for grade 4 classes only: 1x 45 min./week, divided into two groups.
- ❖ **Music:** 1x 45 min./week.
- ❖ **Sports:** 1 afternoon per week = 2 x 45 minutes + 5x day or half-day sports outings during the year (acrobranche, ice skating, sledging, climbing and athletics). Sports supplies: cf. [list of school supplies](#).



Communication

- ❖ **In case of absence:** please contact the teacher directly **by SMS**. Teachers cannot answer the phone during school time. Please do also inform the bus driver and extracurricular activities teachers.
- ❖ **Parents contact details:** a list with the contact details (address, phone number, email) of each parent will be handed out during the first few days. If you do not want your details to appear on this list, please inform the teacher during the first day at school.
To avoid any mistake, please check the details during the first day and highlight the main email to communicate with you.
- ❖ **(E)mails and information:** Any information is sent by email. For outings, please acknowledge receipt of the information. Information coming from the administration office are available on the website (For Parents), [here](#).
- ❖ **Memo-dates:** a summary of the important dates of the school year (subject to modifications) will be sent out during the first two weeks.
- ❖ **Parent's evening:** will take place on September 14th, 2023 at 6.30 pm (**only for parents!**).
- ❖ **Special schedules:**
 - Christmas – Wednesday, December 20th: school ends at 11:00 am;
 - "Grand Jeu" – Friday, May 24th: school ends at 11:30 am (childcare open when needed);
 - End of the school year – Wednesday, June 26th: school ends and holidays begin at 12:30 pm.



Services provided

- ❖ **Childcare** (on registration only): from 7:30 or 8:00 am to 8:45 am; from 4:00 pm to 6:30 pm. Wednesday from 12:30 pm to 2:45 or 6:30 pm. Exceptional childcare is available, please contact Mrs. Grandjean by email: grandjean@ensr.ch.
- ❖ **Extracurricular activities (JC):** cf. chosen weekly programme. Changes are possible in January, depending on the availability of space. Theatre: registration for the whole year. As a reminder, detailed information related to the JC activities is available [here](#).
- ❖ **Bus:** from 4:00 to 4:15 pm, 4x/week, two teachers watch and take care of the pupils before they enter the bus. Wednesday: 12:30 pm. More information on the [website](#).



Practical information and miscellaneous

- ❖ **School supplies:** cf. list on the [website](#) (→ practical information – list of school supplies). Please bring everything on the first day. Please write your child's name clearly on each of his/her belongings.
- ❖ **School trips:** 2x/year, are not part of the outings yearly budget and will be invoiced, for this reason, we require your authorization. Departures of such trips often take place out of the school, usually at the train station.
- ❖ **Birthdays:** Each Primary teacher will inform you of the details.
- ❖ **Miscellaneous:** No medical follow-up. Please be vigilant with lice. A written receipt is required if you wish your child to travel to/from the school alone. Class pictures will take place in September; further information to follow.
- ❖ **Absolutely forbidden:** No phone, nor connected watch. No money, except for the PTA's exceptional cake sales.