

# Eltern ABC (English)

## A

### Arbeitsmaterial

#### Learning aids

You are getting a list with learning aids at the end of the school year.

Your child needs all the material (books, pencils,...) right at the beginning of the new school year to be able to work properly. Your child will need all the material throughout the whole year.

Please write your child's name on all things needed for school, so they won't get lost.

## B

### Berichtszeugnisse

#### Reports (written in words, grade 1 and 2)

The report provides some information about your child's level of learning, his/her abilities, skills and interests. Also working behavior (willingness to perform, cooperation, independence, perseverance, care) and social behavior (ability to deal with conflicts, compliance with rules, willingness to help, respect and ability to reflect) are described in here.

### Betreuung

#### Care

At our school there is an early care time (7:40 – 8.25). Please register your child in the school office if necessary (yellow note).

For grade 1 and 2 there is also a late care time (12.20 - 13.05). Please register your child in the school office if necessary (green note).

Remember to bring an employment certificate stating your working hours.

# E

## Eltern auf dem Schulgelände

### Parents on the school yard

Up to the autumn holidays you are free to accompany your child to the school yard in the morning and pick up your child from the school yard after school.

After that time, please say goodbye and greet your child at the door. This is very important to improve self-confidence and independence of your child.

## Elternmitarbeit in der Schule

### Parents work at school

We are always happy about parents engaging at school.

Be a volunteer and become a street crossing guard, help with the fruits and vegetables, support us at school activities or help the children to increase their reading skills.

On the other hand, you can also get a responsible position in school life. Join the parent's representation in your child's class or at our school.

## Elternsprechtage

### Parent's day

Parents` days take place in November and February. Here you will be informed about your child's development in class.

## Erkrankung des Kindes

### Child's illness

1) During the school day:

If your child gets ill during the school day you will be informed by us. Keep in

mind that the school always needs a correct telephonenumber to contact you. In case we can't get you on the phone, we will call the ambulance, if necessary.

## 2) At home:

If your child can't attend school due to illness, please call the school office by 8.20 at the latest. Give your child a written excuse as soon as he/she is back to school. After three days of illness, you need to submit a medical certificate.

## 3) Infectious diseases:

Infectious diseases (e.g. lice, chickenpox, scarlet fever) must be reported to the school.

## Erreichbarkeit

### Reachability

Please remember that you can be reached by phone at any time. You have to communicate a change of telephone number or address immediately to our school office.

## **F**

### Fähigkeiten zu Schulbeginn

#### Abilities, usefull to have a good start at school

Your child should be able to

- get dressed alone
- write his/ her own name
- should know the colours
- be able to hold a pencil correctly and to trace a line with a pen
- be able to colour a picture
- use scissors safely
- handle the learning aids with care
- manage different types of moving (climbing stair, walking backwards, star jumping, hopping on one leg,...)

## Fahrradausbildung

### Bicycle training

The bicycle training takes place at the end of grade 3, first on the school's premises and later in real traffic situations. It would be good if your child brings his/ her own bike to practise safely on a familiar and well fitting bike. The cycling training is completed with a theoretical and a practical exam.

## Ferien

### Holidays

Sommerferien	16.07.2020 – 26.08.2020
Herbstferien	12.10.2020 – 23.10.2020
Weihnachtsferien	23.12.2020 – 08.01.2021
Winterferien	01.02.2021 – 02.02.2021
Osterferien	29.03.2021 - 09.04.2021
Pfingstferien	14.05.2021 25.05.2021
Sommerferien	22.07.2021 – 01.09.2021

## Förderunterricht

### Special tuition

There is special tuition for German and Mathematics, in grade 1 and 2 also for physical education

You will be informed if your child has to participate the special tuition.

The learning hours for grade 1 and 2 are from **12.20 – 13.05** and for grade 3 and 4 from **8.00 – 8.22**.

## Fundsachen

### Lost and found

Lost and found clothes will be collected in the wardrobe next to the school office. Keys, watches, ... are stored in the staff room.

## **G**

### Ganztagsangebot

#### All-day school

Due to the Corona pandemic, currently no whole all-day school is available. Care can be offered in urgent cases.

The all-day school offer is from Monday to Thursday until 15.15h.

Registrations are always accepted at the beginning of a month. In any urgent cases, a child can be admitted immediately.

#### Grade 1 and 2

Lunch is at 12.20h. After that the children have a break in the school yard under supervision.

Homework is made between 13.05h and 13.45h in small groups.

#### Grade 3 and 4

Lunch is at 13.05h. After lunch, the children have a break in the school yard under supervision. Homework is made between 13.45h and 14.30h.

When the homework is done, there are different classes to go to. The children can choose freely from various offers: sports, arts, music, playing, handicrafts, cooking...

#### Money for working aids

An amount of 15€ is charged every six months. This money is used to pay for

working aids (like craft supplies, ingredients for cooking lessons,...) and upcoming trips.

### Lunch

We get our lunch from Mr. Sterenberg. The food is balanced and prepared according to nutritional standards.

You have to pay ... for lunch each month.

For children of social welfare the lunch is free.

Those who do not take part in the meal must bring a healthy lunch from home.

## **K**

Krankheit                      siehe Erkrankung (Child's illness)

## **L**

### Läuse

#### Lice

If your child scratches his/ her head often or speaks of severe itching on the head, it may be possible that your child has caught lice. In this case, you have to inform school so that we can, as a preventive and control measure, inform all parents of the class. The parents are then asked to examine their child's head for lice. In this way we can prevent other children from becoming infected. In the pharmacy you get effective remedies to get rid of lice.

### Lotsendienst

#### Street crossing guard

The street crossing guards are on duty in the morning from 7.50h to 8.25h and at noon

from 12.10h to 12.25h if there are enough volunteers. If you would like to become a street crossing guard , please inform your child's teacher or the secretariat.

## N

### Notenzeugnis

#### Reports (written in marks, grade 3 and 4)

In grade 3 and 4 the following marks are given:

1 = very good, 2 = good, 3 = satisfactory, 4 = sufficient, 5 = poor and 6 = insufficient

Reports are given in january and june/ july.

Your child will then apply to the secondary schools with the 4<sup>th</sup> grade report of january.

The report tells you something about your child's level of learning, his/her abilities, skills and interests. Also work behavior (willingness to perform, cooperation, independence, perseverance, care) and social behavior (ability to deal with conflict, compliance with rules, willingness to help, respect and ability to reflect) are described.

## M

### Materialkosten

#### Money for working aids

An amount of ----- is charged at the beginning of the school year (august/september).

This money is used by your child's teacher to pay for working aids (like exercise books, learning aids, craft supplies,...) and upcoming excursions and trips.

### Musikerklasse

#### Brass class

From the 3rd class onwards your child has the opportunity to learn a brass instrument instead of joining the regular music lessons. The brass class is led by Mr. Fuhrmann. For further information please ask Ms. Neemann or Ms. Brede.

## O

### Obstmutter/ Obstvater

#### Helping with the fruits and vegetables

Our school joined a European agenda that supports healthy nutrition. Every child gets free fruits/ vegetables in school. This has to be portioned. If you want to help with cutting and portioning the fruits and vegetables, please talk to your child's teacher for further information.

## S

### Schulbücher

#### Schoolbooks

Normally: At the end of each school year you will receive a list of new schoolbooks for your child. Please be sure to get the books until the start of the new school year. Otherwise your child can not work properly from the beginning.

From grade 2 onwards it is possible to borrow some of the schoolbooks.

### Schulweg

#### Your child's way to school

- 1) Plan your child's way to school carefully.
- 2) Practice the way to school with your child.
- 3) Send your child to school early enough so he/ she is not in a hurry, but not too early. (reaching school at 8.10h – 8.20h will be perfect).
- 4) Dress your child in colourful clothes, so that he/ she will be perfectly seen by car drivers (especially in autumn/ winter time).
- 5) Pay attention to the yellow feet around the school (they show a safe way to school).



6) Please bring your child to school only in exceptional cases.

### Schwimmunterricht

#### Swimming lessons

The swimming lessons take place in grade 3 and 4. Students are taken to and from the indoor swimming pool by bus and an accompanying person. In autumn/ winter it is important that the children have a hat which they can put them on after swimming lessons. Unfortunately, there is not enough time to blow-dry the hair.

During swimming lessons, the children have the opportunity to achieve the various swimming badges. It would be helpful if your child is not afraid of the water and maybe even dares to keep his/ her head under water for a short time. Swimming lessons are always held by two trained teachers.

### Sporttag

#### Sports day

On the last Friday of each month, our school organizes a sports day. Each grade may use the course set up in the gymnasium for one hour. Supervision by trained teachers is guaranteed.

### Sportunterricht

#### Physical education

For physical education your child needs a pair of trainers (the soles of the shoes have to be light-coloured!) a T-shirt and a pair of gym pants. Long hair must be tied up, earrings, bracelets and chains must be removed.

### Stundeneinteilung

#### Schedule

1. Stunde 8:25 – 9:19

2. Stunde 9:30 – 10:15
3. Stunde 10:30 – 11:15
4. Stunde 11:30 – 12:15
5. Stunde 12:20 – 13:05 (only for grade 3 and 4, and special tuition for grade 1 and 2)

## T

### Telefon

### Telephone

Please always remember to inform your child's teacher or the school office of a new telephonenumber.

## U

### Umzug

### Notice of removal

In case of removal, please remember to inform your child's teacher or the school office about your new address.

### Unfall

### Emergency/ accident

If your child suffers from an accident on the way to school, at school or on a school trip, the therapy is covered by statutory accident insurance. If your child needs to see a doctor, please inform the doctor treating you that the treatment is because of an school accident and submit an accident report to the school office.

## Unterrichtsbefreiung

### Exemption from teaching

Exemption from teaching immediately before or after the holidays is not permitted.

Other exemptions from teaching are only permitted with a written application and approval from the headmaster.

## Unterrichtsfächer

### Subjects

Grade 1 and 2:

German

Mathematics

Natural science

Religious education

Physical education

Music

Arts

Grade 3 and 4

German

Mathematics

English

Natural science

Religious education

Physical education/ Swimming

Arts

Music (or brass class)

Handicraft/ Fibre craft

# Z

## Zeugnisse

### Reports

Reports are issued the day before winter holidays on the day before summer holidays.

Exception for grade 1: Reports are issued to grade 1 children only on the day before summer holidays.

Grade 1 and 2: reports written in words

→ see: Berichtszeugnis

Grade 3 and 4: report written in marks

→ see: Notenzeugnis