

PARENTS' HAND BOOK 2018 - 2019 – CASA 1

ARRIVAL

The children take the back door (please follow the arrow).

School starts at 9:00, children can start coming in from **8:45**. Please don't arrive earlier than 8:45 as the teachers need time to prepare the classes.

The doors are locked at 9:10. If you are late, please do not ring the front door bell - you can enter through the glass door situated at the back. For the security of the children, please close the front doors and main gates as you leave.

END OF DAY

Children attending the CASA 1 programme go home at 12:00.

Afternoon sessions end at 15:00.

Without prior notice, children are not allowed to leave the school with anyone other than their parent. Please notify the teacher in writing (a notebook can be found in the entrance) of any changes in your child's routine.

GARDERIE

After school garderie is available till 17:00 and costs € 8 per hour. The school should be notified in advance if you wish to avail of this service.

MUSIC & GYM

Music class this year is on Tuesday and Gym on Friday. It is recommended that children wear loose comfortable clothes on these days.

A school sweatshirt can be purchased for € 20.

NATURE WALK

On Monday afternoon, all the classes go for a nature walk in nearby woods.

Children should wear boots on those days. To avoid ticks, trousers are recommended.

SNACK

A snack list is given in the first week detailing when you will provide class snacks. We recommend fruits, vegetables (cherry tomatoes, cucumber, carrots etc.) and crackers/rice crackers for snack. **Please check all snacks are nut free as this can be life-threatening for children with allergies.**

LUNCH

Lunch boxes should be clearly named on the outside. Please avoid large oversized backpacks and wheelies. A microwave oven is available. All food should be easy for the child to manage, please cut up spaghetti and meats, soups are not recommended. **Fizzy drinks and sweets are not allowed.**

DAILY

Children wear practical indoor shoes in canvas/cloth, not wooly, in class. They should bring in strapless waterproof pants for wet days, to be left in the school. **Please label all items that belong to your child.**

We recommend children wear clothes that are easy for them to manage, for example a child who has just started using the loo, should not wear pants with zips and buttons. Shoes should be comfortable for out- door play.

Children can bring a **small** cuddly toy, a blanky, a small *doudou*, or a book to school. **Toys, action figures, guns, swords and other combat items are not allowed in school.** Please label and limit this to one item per day and encourage him/her to take it home at the end of the day.

BIRTHDAYS

We love celebrating birthdays at school. Please let us know if you plan on sending a treat for the children to share on your child's birthday. If your child is having a birthday party outside of school and the whole class is not invited, invitations should not be given out at school.

PARKING

Please be aware of the garages in front of the school and avoid parking there. If parking on the street, please avoid the footpath.

CALENDAR

The school calendar is attached to this mail. Please check dates of school events when planning holidays, so that all children can attend, especially at the winter concert and end of year play.