



Alicante, August 30th 2019

**2019-08-30-ALI-SEC-1\_ Circular letter Beginning of the school year Secondary**

Dear families,

This first communication is to welcome you to the new school year 2019-20, hoping you had a great summer holidays.

For the organization of the first school day, next Tuesday, September 3<sup>rd</sup>, at 8:45:

- S1 and S2 students will be welcomed in the *salón de actos* by the class teacher, advisors and the management team.
- Students from S3 to S7 must go directly to the assigned classroom to meet their class teacher.

Attached you will find the class teacher's list with the classroom code where they will receive the students on first day. There will be various panels with information.

## Class teacher/room (3/9/2019)

Curso	Alemana	Inglesa	Española	Francesa
1º	ANJA FISCHER (SALA S217 )	PHILP JONES (SALA S005)	MERCEDES VILLEGAS (SALA S214)	CLAIRE KELECHIAN (SALA S009)
2º	FLORIAN THALHAMMER (SALA S218)	ISOBEL MAWDSLEY (SALA S007)	A – BEGOÑA SÁNCHEZ (SALA S107)	MARIE-HELENE VERCLEVEN (SALA S204)
3º	JENS GABRIEL-MENZEL (SALA S215)	CINZIA DI FEDE (SALA S209)	A - JOSÉ JUAN GÓMEZ (SALA S109) B – MERCEDES SÁNCHEZ (SALA S213)	DAVID HOORNAERT (SALA S104)
4º	JESSICA PERILLO (SALA S205)	BHAVINI LAD (SALA S108)	A - MAR LANGA. (SALA S203) B - JESUS SANTAMARIA (SALA S210)	GERARD PODEVIJN (SALA S012)
5º	HEIKO KOCH (SALA S212)	RAY FREEMAN MAURICIO FABREGATE (SALA S105)	MARCOS VAZQUEZ (SALA S011)	NICOLAS LONGRIE (SALA S111)
6º	ANJA AVVENTI (SALA 016)	DEBORAH NICHOLSON (SALA S004)	JESÚS QUINTANILLA REMEDIOS GONZÁLEZ (SALA S112)	DIMITRI PORTAL (SALA S201)
7º	HANNES FRIEDEMANN (SALA 013)	DAVID ROE (SALA S008)	JESUS COLL (SALA S114)	BORIS VEBREL (SALA S206)

## European School of Alicante



During the first three periods, students must remain with their class teacher and work on the beginning of the school year (general rules, timetable, etc.).

During the fourth period, each student must go to the corresponding course according to their timetable.

At the end of this fourth period, the first school day is considered finished.

On Wednesday, September 4<sup>th</sup>, classes begin normally.

To continue with our desire for sustainable development and better conservation of the environment, most of the communications to families and forms will be sent electronically, therefore having to respect the deadlines.

We would appreciate it if you fill out the [electronic form](#) until **September 6<sup>th</sup>**. On the form, you will respond to the information regarding agreement standards, attribution of lockers and identity cards.

### **AGREEMENT STANDARDS**

We would like to inform you that in the first section of your son's/daughter's School Diary and on the school website you can find our internal regulations where all the rules necessary to maintain a safe and orderly environment, in which our pupils will learn and enjoy themselves, are laid out.

It is also important that you check the school policy documents that can be found on the school website [www.escuelaeuropea.org](http://www.escuelaeuropea.org) and the General Rules of the European Schools on [www.eursc.eu](http://www.eursc.eu)

### **LOCKERS – ONLY FOR NEW PUPILS**

To reduce the weight of student backpacks and to avoid the loss or disappearance of students' belongings, the school provides lockers to where students can leave their books and materials that they do not need to carry with them for every lesson.

However, the locker should not be used to store books and supplies for days or weeks. It is therefore important for students to empty their locker at the end of each school day and take home the books and materials they need for their homework and studies.

Students are also supposed to **store their bags in their lockers during recess and lunch break and not leave them lying in the corridors.**

The lockers are the property of the school and therefore the school reserves the right to check them at any time they see fit. The storage of substances harmful to health and / or dangerous objects in the lockers is punishable in accordance with the school rules.

The lockers are personal and should not be shared or transferred. The responsibility regarding their use and up-keeping lies with the student who uses it.

Abuse or intentional damage or negligence will involve paying for repairs and may lead to revocation of the use of the locker.



To request the use of a locker it is necessary to make a bank transfer to the account of the European School – BBVA ES93 0182.5596.90.020.150.2623 for the amount of € 35 stating the student's name and class. This amount is payable only once and covers the rental of the locker throughout the student's entire stay at the school.

The pedagogical advisors are responsible for managing all matters relating to the lockers.

Students should hand in the proof of payment to Ms. Pilar Vadillo until Friday, September 6<sup>th</sup>, 2018.

## **IDENTITY CARD**

All students need to have a School Student Identity Card. It is compulsory for the student to carry the card all the time, for security reasons. We have two types of card:

**White Card:** Every Student will receive this card. With this card the student can stay at school during to School time. They are not allowed to leave school also if they have their last periods free. Recommended for S1, S2, S3.

**Green Card:** is granted to students exceptionally. It allows the student to arrive later in the morning and leave early in the afternoon, if they have no class in the first or last periods respectively.

To apply for this card, the pupil must meet the following requirements:

- The student doesn't use the school transport.
- Must arrive at school on time.
- Every time the pupil leaves the school, he goes directly home and does not remain in the vicinity of the School.
- The parents assume the responsibility derived from the non-presence of their children in the School during the whole school day.
- The student must show the security guard his/her school ID card.

Failure to comply with any of these conditions may cause withdrawal of the privileges granted by the green card.

In addition, you can also request that the students' identity cards include a **badge to indicate that the student can go out to eat at home** during lunch break and the hours immediately before or after if they do not have class. To apply, the following requirements must be met and the student must:

- Live near the school. (The student is not using School transport)
- Not be registered at the school canteen
- Attend classes punctually
- When leaving school, he/she must go directly home and not stay in the vicinity of the school.
- Always show his/her card when required
- Parents assume full responsibility derived from the non-presence of their children at School during the whole school day.



In any case, **during the hours in which the students do not have class and remain in the School, they must be presented in the study room or the library.**

If we do not receive the form in the indicated date, we will consider that you do not want to authorize your child to have a green card and / or eat at home. No green cards will be awarded after this date.

## School Calendar 2019-20

### Exams:

Date	Year	Observations
From 12 to 20 December 2019	S6	11/12/19 Study days
From 13 to 20 December 2019	S5	12/12/19 Study days
From 20 to 31 January 2020	S7	17/01/20 Study days
June 2020 (Pending confirmation)	S6	(Pending confirmation)
June 2020 (Pending confirmation)	S5	(Pending confirmation)

### BAC Exams 2020

Date	Activity	Observations
From 02 June to 12 June 2020	Written	(Pending confirmation)
29 de junio al 03 de julio 2020	Orals	(Pending confirmation)
02 de July 2020	Communication	In the afternoon
03 de July 2020	Proclamation	In the afternoon

### Reports distribution

Day	Date	Year	Report
Friday	08.11.19	S1 - S7	November report
Friday	24.01.20	S1 - S6	First semester report
Friday	07.02.20	S7	First semester report
Friday	03.04.20	S1-S6	Spring report
Friday	29.05.20	S7	Year 7 report
Friday	03.07.20	S1-S6	Final report

### Choice options

Choice options form delivery deadline for S2	Friday,7 February 2020
Choice options form delivery deadline for S3	Friday,7 de February de 2020
Choice options form delivery deadline for S4	Friday, 7 de February de 2020
Choice options form delivery deadline for S6	Friday, 7 de February de 2020

Changes in the choice of options are not allowed once the forms have been submitted if this affects the creation of an option. **No changes are allowed after the end of the course.**



## Parents meetings

Day	Date	Time	Year	Participants / Purpose
Tuesday	<b>10.09.19</b>	19:00	S6-S7	Class teachers – Parents Information. Parents class representatives election.
Wednesday	<b>11.09.19</b>	19:00	S1,S2,S3	
Thursday	<b>12.09.19</b>	19:00	S4,S5	
Thursday	<b>14.11.19</b>	19:00	S1,S2,S3	Class teachers - Teachers - Parents individually by appointment. <b>Parents can request a meeting to a maximum of 5 teachers.</b> Track student progress.
Monday	<b>18.11.19</b>	19:00	S4,S5,S6	
Tuesday	<b>14.01.20</b>	19:00	S5	Careers guidance. Aimed at student's parents. Options S6
Thursday	<b>16.01.20</b>	19:00	S3	Careers guidance. Aimed at student's parents. Options S4
Pending confirmation		19:00	S7	Management team, Advisors – Parents. Information regarding the process of the University access.
Pending confirmation		19:00	S6	Parents meeting- Management team. University access information
Tuesday	<b>05.05.20</b>	19:00	S1,S2,S3	Class teachers - Teachers - Parents individually by appointment. <b>Teachers request appointments when they deem it appropriate.</b> Track student progress.
Thursday	<b>07.05.20</b>	19:00	S4,S5,S6	

## Teachers' consultation hours

All teachers will have an allocated appointment time to meet parents. These times will be communicated to parents at the start of the school year and can be found on the school website. Parents who want to schedule an individual meeting with a teacher should arrange it directly with the teacher via email or student agendas. These appointments are from October to May.

## Secondary Educational Councils

Tuesday	12-11-2019	16:30 h
Thursday	05-03-2020	16:30 h
Monday	11-05-2020	16:30 h

## Guidance Evaluation Year 5

Monday, 7.10.19	S5ES/S5DEA
Tuesday 8.10.19	S5EN/S5FR



**Activities:**

From 21 to 25 October 2019	Pedagogical trips of the first semester
From 28 October to 01 de November 2019	All Saints
Pending confirmation	Model United Nations Conference (MUNOM) at European School Munich
From 23 December 2019 to 6 January 2020	Christmas and New Year
Tuesday 04 February 2020	University Information Fair
From 17 to 21 February 2020	Carnival – Ski trip organized by AMPA (pending confirmation)
Pending confirmation	MEC
Pending confirmation	Musical
From 9 to 13 March 2020	Pedagogical trips of the second semester
From 6 to 17 April 2020	Eastern
Pending confirmation	Science Symposium
From 19 to 22 May 2020 (From Tuesday to Friday).	Spring week holidays.
From 22 June to 02 July 2020	Work Experience S5
From 22 June to 02 July 2020	Project week, end of the year S1,S2,S3,S4,S6
3 July 2020 from 09:00 to 10:30	Used book fair. (In front of the Gym)

**End of the year**

Friday 3 July 2020 at 08:45: Delivery of final reports **to students** in their classrooms with their class teacher.

Parents may only pick up the reports at the secretary from Monday, July 6, during office hours from 09:00 to 13:00.

Reports will be published in SMS from 10:00.

Finally, I would like to express my best wishes for this new school year.

Best regards.

José Luis Hernández

Deputy Head Secondary