

General information 2022 - 2023

Lessons times

Preschool and 1st and 2nd primary :

- ⇒ from 8:30 a.m. to 12:10
- ⇒ from 1:30 p.m. to 3:30 p.m.

From 3rd to 6th primary :

- ⇒ from 8:30 a.m. to 12:10
- ⇒ from 1:25 p.m. to 3:40 p.m.

Beginning of classes

The children of the day-care garden are under the responsibility of the school from the moment they are entrusted to a person in charge of the day-care garden.

Before 8:15 a.m., all children enter through entrance 1

From 8:15 a.m., primary children are dropped off by their parents at entrance 1 or 2.

Entrance 1 (Rue des Combattants 29 on the left): Acc, M1, P1, P3, P4 and P6

Entrance 2 (Rue des Combattants 29 on the right): M2, M3, P2 and P3

When the bell rings (8:30 a.m.), the primary students wait for their teacher at the designated place...

It is forbidden for the parents of the primary students to enter the playground and the buildings without derogation. The parents of the pre-school children leave the school as soon as they have entrusted their child to a nurse or a teacher.

Entrance authorized in the buildings for:

- **M2 until 09/09**
- **M3 until 02/09**

The children from preschool, 1st, 2nd and 3rd pre-school classes are welcomed into their class from 8:15 a.m.

Reception ends at:

- 8:45 a.m. in 1st pre-school classes
- 8:30 a.m. in 2nd and 3rd pre-school classes.

Please note: the security door closes automatically at 8:55 a.m.!

Delays and absences

The activities start

- **at 8:45 a.m. in preschool and 1st pre-school classes**
- **at 8:30 a.m. in 2nd et 3rd pre-school classes**

A child who arrives late disturbs the whole organization of the class.

Please note: From the age of 5, the children are of compulsory school age.

Children who arrive **late** must have proof and must report to the director. Repeated delays will be notified in the report (bulletin).

For the children in compulsory school age (from 5 years old): any **absence of 3 days or less** must be justified with the document "motif d'absence type". For an **absence of 4 days or more**, a medical certificate is essential (which is to be stuck on the document "motif d'absence type").

Unjustified absences or absences with a non-accepted reason must be communicated by the director to the compulsory schooling serving.

End of the classes – pre-school classes

- a) The day-care garden starts 10 minutes after the end of the classes, i.e. at 3:40 p.m.
- b) The children in the day-care garden and those who take the bus are cared by the day-care garden staff.
- c) Children in pre-school are picked up by their parents at the entrance of the houses.
- d) Children in 2nd and 3rd pre-school classes are picked up in the playground in front of the classes.
- e) The parents leave the school as soon as they have picked up their child.

End of the classes – primary classes

Parents of primary students must wait in front of entrances 1 and 2.

REMINDER: It is forbidden for primary student's parents to enter the playground and buildings without authorization

- a) The children which are participating at the study time on Tuesdays are supervised in the playground from 3:40 p.m. to 3:50 p.m.
- b) The day-care garden begins 10 minutes after the end of class.
- c) The study time begins at 3:50 p.m.
- d) The children in the day-care garden and those who take the bus are cared by the day-care garden staff.
- e) Staff members stay at the door to supervise the children who return alone (exit card) or who are accompanied by their parents.
- f) Any modification of a student's exit must be notified in writing.

Security

- a) When you enter the playground, please remember to close the gate.
- b) Please avoid parking on the bus's zone and respect private parking of our neighbours. You can park on the parking near the "Jules Collette" building.
- c) Respect the rules in the "drop-off" areas (zones « **dépose-minute** »).

Payments – Meal, swimming and day-care garden

Payments only by bank transfer to the school account!

IBAN : BE16 7320 3084 8374

BIC : CREGBEBB

The bank payment **MUST** include the **structured communication** (sequence of 12 digits) which is at the bottom of the order forms.

Hot meal

Possibility to have a full hot meal from **Monday the 5th September 2022**.

This year, the Communal College called on the TCO Company for hot meal.

Cost: **3,20€** per day for **pre-school classes** - **3,40€** per day for **primary classes**.

The order form must imperatively be returned signed even if there is no order.

Please note: the order form for September must reach us by Wednesday the 31st August at the latest.

Payment by bank transfer to the school account.

The orders received after the date indicated on the order form will not be taken into consideration. Hot meal will therefore not be ordered.

In case of absence, to be deducted from the invoice, the hot meals must be cancelled by phone or by email the day before, before 11:00 a.m. (the first day is lost).

Day-care garden / Study time

Opening hours: from 7:00 a.m. to 8:15 a.m. and from 3:40 p.m. to 6:15 p.m.
Cost: Either 2€ per day or fixed price for the month (see attached document): September 25€
October 15€
...

Payment by bank transfer to the school account.

Picking up your child after 6:15 p.m. will be penalized by 5€ for every 15 minutes late.

Please note: a student is considered to be in the day-care garden 10 minutes after the end of class.

A supervised study time is organized on Tuesdays from 3:50 p.m. to 4:30 p.m. **for registered students.**

All children still present at 3:50 p.m. must go to the day-care garden EXCEPT if they are registered at the study time. Both of them will be considered present.

During the study time, the student are due to do their homework. If they have finished their work they can read a book in silence.

Please note: the children who stay at the study time are not allowed to leave the school before 4:30 p.m.

Swimming (obligatory)

Once a week (on Mondays or on Tuesdays) from the 1st to the 4th primary classes.

Payment includes transport, entry at the swimming pool and the swimming teachers.

To be reimbursed, any absence must be certified by a medical certificate for the swimming lessons.

Please note: Quarterly payment (the cost of the year is spread over the three quarters).

→ **55€ for 3 months**

→ **45€ for 3 months if your child has an abonnement of the swimming pool** (to be sent to secretariat@vie.wavre.be)

Bus

A request must be sent to the school (please contact by mail at secretariat@vie.wavre.be)

The decision to pick up your child or not depends on the TEC (bus service)

Cost: free for children up to 12 years old.

Other fees – managed by the teachers

As part of the lessons, the teachers organize excursions or invite outside speakers...

The cost is depending on the classes and the projects.

In pre-school classes, the maximum amount set by the FWB is 49,22€ per child for the year.

The families who have payment difficulties can contact the director to find a solution (scheduled payment, help from social services ...). An aid procedure can only be initiated if an application is submitted.

The price of the excursions is calculated based on the participation of the whole class. In case of absence the day of the excursion, certain costs are non-refundable (such as the price of the bus).

Calendar 2022-2023 – School holidays

Rentrée scolaire	Lundi 29 août 2022
Fête de la Fédération Wallonie-Bruxelles	Mardi 27 septembre 2022
Congé d'automne	Du lundi 24 octobre au vendredi 4 novembre 2022
Commemoration du 11 novembre	Vendredi 11 novembre 2022
Vacances d'hiver	Du lundi 26 décembre 2022 au vendredi 6 janvier 2023
Congé de détente	Du lundi 20 février 2023 au vendredi 3 mars 2023

Lundi de Pâques	Lundi 10 avril 2023
Vacances de printemps	Du lundi 1 ^{er} mai au vendredi 12 mai 2023
Fête du 1 ^{er} mai	Lundi 1 ^{er} mai 2023
Congé de l'Ascension	Jeudi 18 mai 2023
Lundi de Pentecôte	Lundi 29 mai 2023
Les vacances d'été débutent le	Samedi 8 juillet 2023

Library – Primary classes

The school provides your child some books and textbooks.
In addition, it is possible for the children to borrow books from the library.

All primary classes can access the library once a week according to a schedule established at the start of the school year. So that each student can take advantage of this space, he will be invited to follow the rules of the library presented at the beginning of the year.

The parents undertake to replace the textbooks provided to their child and to reimburse any library book lost or damaged by their children.

Medicines

No medicines will be administered without a signed and dated medical certificate. The treatment to be given must be mentioned on this certificate (name of the medicine, dose to be administered, duration of the treatment ...)

Lice

Prevention and care are the responsibility of families

Dates of reports

25 November 2022

17 February 2023

16 June 2023

On Graduation day

Meeting dates

Collective meeting:

During the first half of September

Individuals meeting:

The week following the delivery of the reports: the entire teaching team will be present to meet the parents who wish to do so. A registration document will be distributed.

If necessary, you can contact your child's teacher to schedule an appointment.

Documents to be signed

The use of the email address of the class is encouraged: *laclasse de surnameandnameoftheteacher @vie.wavre.be*
The class diary must be signed each day. All notices must be signed and given to the teacher the following day.
For parents of new students: please send your email address to: referentnumerique@vie.wavre.be
The meal order form MUST be signed for the date indicated. The caterer does not accept late orders.

Contacts

direction@vie.wavre.be

010 / 418 500

secretariat@vie.wavre.be