



Pre-school

Information for parents



Comune
di Modena



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memo
MONTICENTRO EDUCATIVO MODENA SERVIZI S.R.L.

Istituti Comprensivi
3-5-8-10 di Modena

Pre-school is for children from age 3 to age 5. It is free, not compulsory, but very important for the child and their family.

Pre-school is divided into sections; each section has approximately 25 children.

In the sections, there are children of 3, 4, and 5 years of age together or divided by age: sections with children of 3 years of age, sections with children of 4 years of age, or sections with children of 5 years of age.

The spaces are organised to meet children's needs.

The Schools are managed by the State or by the Municipality. There are public schools, municipal schools, and private schools.

The child attends pre-school to:

- stay with other children and cooperate with them (identity and citizenship)
- learn to take care of themselves and their belongings (independence and responsibility)
- become acquainted with the world through games, movements, experiments and activities (skill and ability).

For this reason, it is important that the child goes to school every day, except when they are sick.

The teachers and families work together for the child's wellbeing, so they meet to get to know each other and pass on useful and important information.

Children who attend school must be vaccinated as required by law (Law 119 /2017).

There are TWO types of parent-teacher meetings:

INTERVIEWS

The teachers and the family meet once a year to talk about the child's school life. The teachers inform the parents on when to do the interview.

If necessary, the teachers and the family can do other interviews to talk about the child, to provide information on their health or changes in the child's life (for example, important illnesses, difficulties, if one of the parents goes away for a short time or if they move home). The parents can also ask to talk to the teachers. The teachers and the family work together for the child.

ASSEMBLIES

the teachers call all families 2-3 times a year to tell them about the activities they do with the children. The teachers meet with the parents and talk together about the work they have done, the work that still has to be done, the outings, parties, about anything to do with the school. The teachers orally communicate the date of the assembly when the parents accompany their child to or from school, write it on a notice, and inform the class representative.

For non-Italian speakers the teachers can ask the help of a language mediator, namely a person who speaks and understands Italian and translates for the foreign parents.

School start	September 2020
School finish	30 June 2021
School timetable 4	Children must arrive at school between 8.15 and 9.00 and depart between 15.45 and 16.15(Cittadella)
	Children must arrive at school between 8.00 and 9.00 and depart between 15.45 and 16.00 (San Paolo)
	The children who lunch at home must depart at 11.30 and 11.45
	The children who go home after lunch must depart at 12.30 and 13.00
Before school care	The parents must always accompany the children to and from school
	From 7.30 to 8.15 to ask for before school care, It is necessary to fill in a form. Only the parent who needs to go to work before (8.15 Cittadella), (8.00 S.Paolo) can ask for the service.
School closed	1 November
	8 December
	From 23 December to 6 January
	31 January Easter Holidays
	25 April
	1 May
	2 June

AUTHORISATION

Children must be accompanied to and from school by a parent or an adult who has been authorised to do so by the parents.

This authorisation is requested from the parents every year and the school asks the parents to fill in the authorisation form.

TELEPHONE NUMBER

The parents must give their telephone number to the teachers to be able to inform them if the child is sick.

The parents must advise the teachers if they change telephone number.

HOSPITALITY AND SETTLING-IN PERIOD

The first days of school are very important. The teachers and the family must work together to help the child settle in well.

Parents and teachers must get to know each other. The child needs to get to know the teachers and the spaces of the school.

To settle in well at school the child needs time: they have to detach themselves from their parents, get to know the school, the teachers and make friends.

The teachers help the parent and the child during this time. They give advice on what to do, when to go to school and for how long. Trust is important and the child needs time to get to know everything. Within a short time, they will succeed in feeling happy and peaceful at school for the whole day.

SCHOOL DAY

7.30-8.00 (San Paolo)	Before school care
7.30-8.15 (Cittadella)	
8.00-9.00 (San Paolo)	Arrival
8.00-9.00 (Cittadella)	
9.00-10.45	Routine activities (breakfast, role- call, book reading)
9.45 – 11.15	Teaching and free play
11.15- 11.45	Tidying and preparation for lunch
11.30-11.45	First departure (for children who do not lunch at school)
11.45-12.30	Lunch
12.30-13.00	Free play
12.30-13.00	Second departure (for children who do not Sleep at school)
13.00-15.15	Afternoon rest
15.15-15.30	Wake-up
15.30-15.45	Afternoon snack
15.45 – 16.00(San Paolo)	Departure
15.45-16.15 (Cittadella)	

CANTEEN

The children can eat at home or at the school canteen.

The parents can request special meals for their children (for example no meat, no milk, no pork).

The canteen is fee-paying.

The parents can ask for reductions on the cost of the meal from the Municipality of Modena, School Admissions Office Education Department, via Galaverna, 8.

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