

Welcome booklet

Welcome! Welcome! Tonga Soa

This booklet helps you understand our school better.

Please read the following:

- ! 1- Rules and values: how to live together in college?
- ! 2- How is the French School organised?
- ! 3- Who does what in college?
- ! 4- How to help your child achieve their best?
- ! 5- What will your child do in college?
- ! 6- How will your child learn French?

1- Rules and values: how to live together in college?

In France, school is **state-funded** (publique), **secular** and **Free**.

Going to school is a **fundamental right** for all French and foreign children.

Education is **mandatory** for **girls** and **boys** aged 6 to 16, but children can go to school from the age of 2 and beyond 16.

In France, the School values are the values of the French Republic: **Liberty, Equality, Fraternity.**

In college, your child will learn French. This is important because:

- French is the **language of the Republic**.
- the French also helps to learn in other subjects (mathematics, science, history ...).
- French will enable them to **integrate** their French host community and to **share our** common values.

But **the language of your child is also important**: School respects and may even use your home language in some classroom situations. It is therefore necessary to continue practising your language at home.

1- 2. How is a French School organised ?

2- 3. Who does what in college?

QUESTIONS	WHO TO CONTACT	ROLES
If I want to register in or remove my child from college	The <u>principal</u> and their <u>adjoint</u> (vice- principal), the director of SEGPA	The school is under their authority and they manage the college.
If my child is sick, If my child is absent, If my child is late, If I change my address or phone number, If I have to pick up my child If I want to register my child for school transport	Student services office (‘Vie Scolaire’): ‘CPE’ <u>Monsieur or Madame le CPE</u> and Education assistants (‘Assistants d’Education’: AED)	They welcome families and students. They manage absences, delays, sanctions and behavioral problems.
If I want information about courses, the behaviour of my child, homework, school performance ...	The head teacher ‘professeur principal’	He or she is in charge of the class and each student and the link with the other teachers.
If I want to have a translator to accompany my steps If my child speaks a language other than French	The UPE2A teacher (s)	They will give assistance and ensure French as a foreign Language (FSL) for newly arrived students with no or little knowledge of French.
If my child wants to borrow a book If my child wants to do research (paper, internet)	The CDI is the college library Monsieur/Madame le documentaliste	They will welcome students to work around books, magazines ...

<p>If my child is carrying a disease, If my child gets sick <u>while in college</u>. If my child wants information on social behavior: sexuality, contraception, addictive behavior (alcohol, tobacco, drugs)</p>	<p>The nurse: L'infirmier / L'infirmière The Infirmary ('Infirmierie')</p>	<p>He/she welcomes students to administer basic medical care and to listen. can contact the school doctor or emergency unit.</p>
<p>If I want to apply for a grant / allowance If I want pay the canteen, If my child must take courses at another institution and take the bus</p>	<p>The school's Accountant ('Gestionnaire')</p>	<p>He/she manages the finances of the college: canteen, grants, allowances ...</p>
<p>If my child wants to learn about career choices, orientation, If I meet with educational difficulties with my child</p>	<p>The psychologist ('Co-Psy') Career advisor</p>	<p>He/she informs and helps students make choices in their education and career.</p>
<p>If I have financial difficulty (to pay the canteen, school effects, output ...)</p>	<p>The social worker ('assistante sociale')</p>	<p>He/she helps the student and family to find solutions to personal problems, financial or educational.</p>

1- 4. How can I help my child succeed?

At home, I pay attention to:

- my child's eating habits (beware of sugar, a balanced diet is essential to good school results)
- his or her sleep (sleeping enough)
- his or her personal hygiene (washing every day, teeth, feet)
- his or her use of screens (phone, video games, TV, social media)

I check his or her:

- correspondence book 'Carnet de Correspondance'
- text book, homework
- Internet school platform

I make sure homework is done

I log on the Internet at **Pronote**, at home or at school, to stay informed about:

Marks, teaching activities, homework, lessons, classroom changes,

calendars, meetings scheduled with teachers, appreciations, cultural activities, advice for the class, learning tools.

1- 5. What does your child do in college?

The day of your child

When your child arrives at school or leaves:

He or she must show their book 'Carnet de Correspondance' at the main gate. If they have been absent, they must go to 'Vie Scolaire' to show an excuse.

When the bell rings:

He or she joins the line in front of the classroom.

At the end of each class:

He or she goes quickly into the next classroom (except at breaks).

During morning and afternoon breaks in the schoolyard:

Pupils are encouraged to

- rest or play remaining calm
- eat a snack (depending on the school's rules)

But have no right to:

- use a mobile phone
- play brutal games
- leave the school

When a teacher is absent:

Students go to study room (or study hall) 'permanence'.

When a teacher is absent on the last hour of the morning:

- if boarder: he or she will wait until the canteen opens.
- if no boarder: he or she can go out of college if you allow them and have it noted in the 'carnet'.

At the end of the day :

- he or she goes home or stays to get help with homework (educational

If UPE2A teacher is
absent:

support)

-he or she must join the
class.

Sport / PE lessons:

-he or she must have
their sports kit or
swimming things.
-if he or she cannot
attend for health reasons,
a written waiver or a
medical certificate is
mandatory

1- 6. How does your child learn French?

In college, your child is **registered in a standard class**. They therefore have the same teachers as their comrades.

To help with learning French, he or she will be supported a few hours a week for a year, within the programme called:

UPE2A

(Support Unit for Allophone guest students).

A specialized teacher will teach your child and other students who speak no or little French, in small groups.

They are guided through specific activities and exercises to learn French as quickly as possible.

The **Mastering of French** is fundamental for your child because it determines **school success**, future **training** and career.

As a parent, you can help your child grow a lot by enrolling in activities or cultural workshops, sports in your community or neighborhood.

We wish your child

success and the best of integration in our college!