

# *Primary Supervision*

## *General Information*

*2021/ 2022*



### **Philosophy**

Our children spend a large portion of their life in school. School is a “Lebensort” - a place to live and grow. An important part of our work is to provide that place for the children and to tailor it to fit their needs: Their need to choose independently a way in which to move, to play and to relax, their need to learn and to explore the world around them, their need to share with others and to find time for themselves. We accept the children and take their issues and questions seriously, and we encourage and support them as they are growing up. A main focus of our work is the development of our adventure playground which is called the Playgarden. In the Playgarden in particular, children gain knowledge through experience-based learning, by thinking through problems and ideas with other children and adults.

### **The Adventure Playgarden**

*Natural environment and space to experience for children in school*

Where was your favorite place to play as a child? Remember how exciting it was to explore the world outside. Experiencing adventures, making discoveries – that is all part of growing up. It is the way that children learn about themselves and the world around them. Sadly a lot of children today are unable or not allowed to go out to play and engage freely in play activities that a generation ago would have been taken for granted. All children need a space that they can call their own, a place where they can be loud, dirty, silly, spontaneous and where they can play. This is essential for their development.

Together with the children and adolescents, we are creating a space in our Playgarden which is unique and special with many fantastic benefits. By providing low risk activities, adventure playgrounds create opportunities for children to learn cooperation, meet physical challenges and gain self-confidence. Among other activities, each day we offer different projects with the main topics including gardening, crafting, nature and environmental education. These also address sustainable thinking and behavior.

## Supervision Times

7.30 am until start of school. No enrolment required.

3.00 pm to 6.00 pm. Children need to be enrolled.

>> Please note >>

Supervision ends at **6pm sharp**. Late pick-up times will be charged as overtime.

“Circle Time”

3.05 pm–3.30 pm. A time to talk about the day and share information with one another. During this time children cannot be picked up.

## Clubs and Projects

We offer a variety of after school activities and projects if the epidemic situation allows. You will get the new program and the enrolment form at the beginning of the new school year. Each club can only accept a certain number of children. Therefore, we cannot guarantee a participation in every club you registered for. As soon as the list of participants is finished you will have the possibility of an overview displayed on the Supervision board. The first three sessions are a trial period in which the student decides which activity they like best, and then try out for three sessions. It is not possible to try out several clubs during this time.

Once the trial period is over, the **attendance is compulsory throughout the whole school year.**

Exception: Y1 students may leave a club after the end of the first semester.

>> Please note >>

In addition to our Supervision activities, you will also find several **external club offers**. These are not run by the SV staff. Children will be in “Flexible SV” before and after the activity and will be taken to/ from the activity by a Supervisor. Exceptions are announced in the program.

It is not possible for parents to pick up their children at the sport hall.

Club attendance	<p>To ensure that the after-school clubs can continue despite the indiscriminate changing and cancelling of attendance we have experienced in the past, a <b>10 € cancellation fee</b> is charged if a child withdraws from a club. <u>In case a child is missing more than three sessions without sufficient reason this is considered to be a cancellation.</u> [This does not refer to the internal clubs]. If your child may not be able to join a session on a certain day please inform us at least <b>one school day before the club takes place.</b></p>
<p>“Flexible Supervision”</p>	<p>means open playtime during the SV time. The children are not involved in a particular club. Your child may visit us regularly on certain days of the week (you will find “Flexible Supervision” on the enrolment form) or join us as a guest (please see “Exception Notice”) whenever he/she would like to be in Supervision. <u>In each case your child needs to be registered</u> since we have to know how many children to expect on a given day.</p> <p>If you want to sign in your child as a guest in Supervision at certain school events (like Christmas market, parents consolation etc.) we need the information 3 days in advance.</p>
SV Project Days	<p>In general, we provide several different projects which will take place on certain days spread out over the school year. Students will need to sign up for some of these project days; others may be joined without application. Dates and detailed information concerning particular projects will be announced throughout the year.</p>
“ <b>Exception notice</b> ”	<p>Remember to send us an email (supervision@schuldorf.de) or provide an Exception Notice in the SV mailbox, whenever your child <u>is not participating in SV (club or Flexible SV) as usual</u> or in case he/she would like to join us as a guest.</p> <p>Children are also welcome as guests in the Playgarden at any time (please make sure to give appropriate clothing).</p>
SV Mailbox	<p>Situated in the Primary Hall, next to the disabled restroom. Daily checked at 12 noon.</p>

Please note: delayed messages will be received the following school day only.

Absences

Please inform SV by sending us an email ([supervision@schuldorf.de](mailto:supervision@schuldorf.de)) or writing an Exception Notice not later than 12 noon on a usual school day and 11am on a half day of school. If a Supervisor has to leave the group in order to contact parents to discover the whereabouts of a child a **fee of 5 €** is charged because this is removing time which should have been spent with the children.

Permission to leave

When your child is supposed to leave by him/ her /self we need permission from a parent/ guardian in written form. In case somebody else (friends, grandparents etc.) would pick up your child on a regular base, we need a written conformation (Abholvereinbarung/ certificate of authority) from you as parents. The form for a pick up agreement can be obtained in Supervision or send via email. Please deliver the form in the mailbox.

**Team**

We are a team of qualified pedagogues and educators taking care of your children.

Astrid Koniarski

Head of Supervision

Consultation Hours

by appointment.

**[a.koniarski@schulen.ladadi.de](mailto:a.koniarski@schulen.ladadi.de)**

Mrs Koniarski`s office is situated in the Primary building in the corridor on the right-hand side ground floor.

Annika Sohnrey

Organisation/ Registration

Astrid Koniarski

Secondary Supervision

<b>Contact</b>	supervision@schuldorf.de
Email Primary	Checked daily until 12 noon. <u>Please note:</u> any mail sent later will be received the following school day only.
Email Secondary	supervision@schuldorf.de
Primary	<b>0176/ 30652179</b> Available from 3.30pm to 6.00pm. <u>No text messages please.</u>
Playgarden	<b>0178/ 3906953</b> Available from 3.00pm to 5.30pm. <u>No text messages please.</u>
Secondary	<b>06257 / 970 360 8</b> Available from 3.30pm to 5.30pm. <u>No text messages please.</u>

*In the beginning of the new school year if the epidemic situation allows, we will announce the date of our **parents evening**.*

*Your SV Team*