

Dear parents,

We as the teachers believe that you had a wonderful summer holiday and are already looking forward to the new school year spent with your children at Galileo School. Let us make you familiar with its operation and provide basic information.

- Kindergarten is **open from 7.30 a.m. to 5.00 p.m**
- On the **first school day** (September 4th, 2023), children from Kittens, Birds, Ladybirds and Puppies class go directly to their classrooms, either through the front courtyards or the main entrance. In the classroom, they will be welcomed by their homeroom teachers.
- Please submit the **completed documentation** (questionnaire, school leave, meal ordering, transport and afternoon clubs) that you received in your email or via Edupage either to your class teacher on the first day of school, hand it in at the school reception, or send a scanned copy to the address info@galileoschool.sk

We ask you to fill in via the Edupage "Requests and declarations" section

1. informed consent for the publication of photos and videos
2. informed consent for personal data processing

- Kindergarten **daily routine during the school year** (for Kittens, Birds, Ladybirds, Puppies class)

7.30 – 8.15 a.m.	morning games and play activities
8.15 – 8.30 a.m.	morning circle
8.30 – 8.50 a.m.	motion and relaxing exercises
8.50 – 9.10 a.m.	snack
9.15 – 10.00 a.m.	main educational activity / games and play activities
10.00 – 10.40 a.m.	outdoor activities
10.40 – 11.15 a.m.	play activities
11.15 – 11.45 a.m.	lunch / hygiene
12.00 – 2.00 p.m.	rest time
2.00 – 3.00 p.m.	self-service activities / hygiene / afternoon snack
3.00 – 3.40 p.m.	educational activity
3.40 – 5.00 p.m.	outdoor / play activities

- **List of necessary things in kindergarten (!!! All signed !!!)**
slippers
water bottle
spare clothes
snack box (if the child has his own meal)
pyjamas

Children shall not bring toys and electronics to the kindergarten.

- The parent reports the **child's absence** via Edupage "Attendance" section. The parent also submits the **meal cancellation** request via Edupage "Menu" section until 8:00 a.m. of that day. If necessary, this information can be sent to info@galileoschool.sk, likewise no later than 8:00 a.m. of the absence day.
- Upon arrival of the child to the kindergarten the teacher is entitled to refuse him/her to join in case that his/her health condition is not good and the child shows signs of illness.
- Until the end of **September** each parent is obliged to **submit a photocopy of the child's insurance card** and a certificate of the child's health condition that also includes information on mandatory vaccination (in case of an unvaccinated child a doctor certificate stating the reason for non-vaccination). If you have submitted these documents to the school in the past, there is no need to bring them again.
- Children are provided with nutritious and tasty food, as well as a drinking regime in our school canteen all-day long. In case that the child brings his/her own food, we ask you to support our efforts to lead children to a "healthy lifestyle" and therefore please **do not pack any sweets and candies**.

Please inform the class teacher about your **child's allergies** on the first day of school.

- We celebrate **childrens' birthdays** in the class with experience as well as musical and movement activities. Children in kindergarten do not donate purchased gifts, but in order to make the celebration more varied, the birthday boy/girl can bring something small to eat (cake, cookies, snacks).
- Children stay outside even during less favorable weather, please give **appropriate clothing and footwear to the child considering the weather conditions**.



- If you have any questions, do not hesitate to contact us via Edupage, by e-mail or by phone. We will be happy to help and advise.

Mgr. Terézia Bajarúnas (principal of the kindergarten)

phone no. +421907 746473

e-mail bajarunas@gsedu.sk

Súkromná materská škola GALILEO SCHOOL, Dudvážska 6, Bratislava