

## **1. Preface**

Dear parents / guardians,

Before you lies the school guide of our school De Toverbal.

In this school guide you can read about the daily course of events at our school, especially for this current school year.

Obs De Toverbal is administratively a branch of obs 't Fonnemint, in Sint Annaparochie. When it comes to policy, De Toverbal has its own vision and mission. Our education process and school development is aimed at NT2 education. Our school is on the grounds of the AZC (asylum seekers' centre) in Sint Annaparochie. The student population consists mainly of Nieuwkomers (Newcomers). The specific situation of De Toverbal is described in this school guide.

If you have any questions after reading this school guide, please come by. A conversation and having a look at the school often gives a lot of clarity.

On behalf of team obs De Toverbal,  
Johanna Hooiveld,  
Principal

**Read this school guide very well and keep it!!!**

## **2. The identity of the school**

### **2.1 Public education**

De Toverbal is a public primary school for education for non-native children.

For the children that are from the AZC, we speak of “nieuwkomers” (newcomers).

De Toverbal welcomes children and adults of all denominations and nationalities. We respect all life principles. No distinction is being made as a result of someone's descent. Everyone's views are being respected.

### **2.2 Safety and safe school climate**

We think that it is very important that the school is a safe, warm, and stimulating environment for the children. Every child should have a good time at school, and should feel safe.

The contact with each other is based on trust, respect, and openness. This concerns the pupils as well as the parents and teachers.

A child can only develop itself when it feels safe.

## **3. Our vision and mission**

**Spearheads of our school are:**

- offering tailor-made education
- working in level groups
- working in small groups
- every day, the emphasis is on the Dutch language, and arithmetic
- every day, there is thought for the social emotional development by means of the SOEMO-method
- thought for the creative and physical development of the child

#### 4. The Organisation

Who work when and where at the school?

Group:	<b>1/2</b>	<b>1/2</b>	<b>9 till 12 y</b>	<b>6 till 8 y</b>	<b>mb</b>	<b>bb</b>	IB- tasks
Pupils:	<b>toddlers</b>	<b>toddlers</b>	<b>inloop 1</b>	<b>inloop2</b>	<b>blue</b>	<b>green</b>	
Mondaymor	<b>TW</b>	<b>JV</b>	<b>AD</b>	<b>MD</b>	<b>IK</b>	<b>HB</b>	
Mondayaft	<b>TW</b>	<b>JV</b>	<b>AD</b>	<b>MD</b>	<b>IK</b>	<b>HB</b>	
Tuesdaymor	<b>TW</b>	<b>JV</b>	<b>AD</b>	<b>MD</b>	<b>GF</b>	<b>HB</b>	<b>IK</b>
Tuesdayaft	<b>TW</b>	<b>JV</b>	<b>AD</b>	<b>MD</b>	<b>GF</b>	<b>HB</b>	<b>IK</b>
Wednesday	<b>TW</b>	<b>JV</b>	<b>AD</b>	<b>MD</b>	<b>GF</b>	<b>MP</b>	<b>IK</b>
Thursdaymor	<b>TW</b>	<b>JV</b>	<b>SV</b>	<b>IR</b>	<b>GF</b>	<b>HB</b>	
Thursdayaft	<b>TW</b>		<b>SV</b>	<b>IR</b>	<b>GF</b>	<b>HB</b>	
Fridaymor			<b>SV</b>	<b>IR</b>	<b>GF</b>	<b>HB</b>	
Fridayaft			<b>SV</b>	<b>IR</b>	<b>GF</b>	<b>HB</b>	

Group	Group name	Teacher	Present on:
1 and 2	<b>Yellow</b>	Juf Thea Wolbert	Ma-, di-, woe,-en donderdag
Schakelklas (language) (Bridge class)	<b>Purple</b>	Juf Maaïke Dijkstra Juf Ingrid Rossier	Maandag, di, woe donderdag en vrijdag
Schakelklas (language) (Bridge class)	<b>Red</b>	Juf Annet Dijkstra Juf Sippie Tadema	Ma-, di, woe Do- en vrijdag
3,4 and 5	<b>Blue</b>	Juf Ingrid klumper Juf Geertje Folkertsma	Maandag Dinsdag-woe, do en vrijdag
6,7 and 8	<b>Green</b>	Juf Henderika Bonnema Juf Margriet	Ma-, di- do- en vrijdag Woensdag
	Others that are present:		
	Principal	Johanna Hooiveld	Mon- en Thursday
	IB-er	Ingrid Klumper	Tue- and wednesday
	Coordinator	Margriet van der Pal	Tue-, Thurs- and Friday
	Education assistants	José Vriese Mariska Halma	Mon-, tue, wed-and thursdaymorning Wed-, Thur- and Friday

#### 4.2 The school times

Day	Group	Time mornings	Time afternoons
Monday	Yellow/Orange Toddlers age 4	08.25 hours - 12.00 hours	12.30 – 14.30
	Yellow/Orange Toddlers age 5/6	08.25 hours - 12.00 hours	12.30 – 14.30
	Red-schakelklas	08.25 hours - 12.00 hours	12.30 – 14.30
	Purple-schakelklas	08.25 hours - 12.00 hours	12.30 – 14.30
	Blue, group 3-5	08.25 hours - 12.00 hours	12.30 – 14.30
	Green, group 6-8	08.25 hours - 12.00 hours	12.30 – 14.30
Tuesday	Yellow/Orange Toddlers age 4	08.25 hours - 12.00 hours	12.30 – 14.30
	Yellow/Orange Toddlers age 5/6	08.25 hours - 12.00 hours	12.30 – 14.30
	Red-Schakelklas	08.25 hours - 12.00 hours	12.30 – 14.30
	Purple-schakelklas	08.25 hours - 12.00 hours	12.30 – 14.30
	Blue, group 3-5	08.25 hours - 12.00 hours	12.30 – 14.30
	Green, group 6-8	08.25 hours - 12.00 hours	12.30 – 14.30
Wednesday	Yellow/Orange Toddlers	08.25 hours – 12.15 hours	Free from school
	Red-Schakelklas	08.25 hours – 12.15 hours	Free from school
	Purple-schakelklas	08.25 hours - 12.00 hours	Free from school
	Blue, group 3-5	08.25 hours – 12.15 hours	Free from school
	Green, group 6-8	08.25 hours – 12.15 hours	Free from school
Thursday	Yellow/Orange Toddlers age 4	08.25 hours - 12.00 hours	12.30 – 14.30
	Yellow/Orange Toddlers age 5/6	08.25 hours - 12.00 hours	12.30 – 14.30
	Red-Schakelklas	08.25 hours - 12.00 hours	12.30 – 14.30
	Purple-schakelklas	08.25 hours - 12.00 hours	12.30 – 14.30
	Blue, group 3-5	08.25 hours - 12.00 hours	12.30 – 14.30
	Green, group 6-8	08.25 hours - 12.00 hours	12.30 – 14.30
Friday	Yellow/Orange Toddlers	Free from school	Free from school
	Red-Schakelklas	08.25 hours - 12.00 hours	12.30 – 14.30
	Purple-schakelklas	08.25 hours - 12.00 hours	12.30 – 14.30
	Blue, group 3-5	08.25 hours - 12.00 hours	12.30 – 14.30
	Green, group 6-8	08.25 hours - 12.00 hours	12.30 – 14.30

- As soon as children are 4 years old, they can go to school all day long.
- When children are 5 years old we expect they will come in the afternoons.
- Children that still need to learn the Dutch language (pupils that have only been in The Netherlands for a while), go to group Red or Purple every day. We call these groups de Schakelklas.

### Being on time

In the morning the bell rings at 8.25 and in the afternoon at 12.55 so that we can start our lessons in the classroom on time.

Please make sure that your child(ren) is/are in school on time !!!!!

Children that are late for the third time will be kept in detention in the afternoon to make up for the lost time.

### **Especially for the children from group yellow/orange – group 1 & 2**

For the toddlers, the doors of the school will open at 8.15 in the morning.

### **The start of the school morning and afternoon**

From 8.15 in the morning and 12.15 in the afternoon there will be a teacher present in the schoolyard to supervise. From that time the children are allowed to come to school and to play in the schoolyard. The children from the groups 3 to 8 can play in the schoolyard until the teachers take the children inside.

### **Small break**

All the children have a break in the morning. The children from the groups Red, Purple, Blue, and Green first have something to eat and drink, and after that, at 10.00, they will have fifteen minutes to play outside.

The children from group Yellow/Orange will eat fruit at 10.00, and after that they will play outside or have PE in the playroom.

### **Big break**

For the children that eat at school from 12.00 to 12.30 hours, “Stichting Kinderopvang Friesland” will offer between-school care on payment. You can find all the information on the website:

<http://www.kinderopvangfriesland.nl/>.

During the break and during school hours  
children can NOT eat candy!

Give your child fruit or a healthy sandwich for  
the break!

## **4.3 Holiday schedule**

<b>Name:</b>	<b>From:</b>	<b>Up to (and including):</b>
<b>First day of school</b>	<b>29-08-2022</b>	
<b>Autumn break</b>	15-10-2022	23-10-2022
<b>Christmas break</b>	24-12-2022	09-01-2023
<b>Spring break</b>	25-02-2023	05-03-2023
<b>Easter break</b>	07-04-2023	10-04-2023
<b>May break (+Kingsday)</b>	22-04-2023	07-05-2022
<b>Ascension Day</b>	18-05-2023	19-05-2023
<b>Pentecost</b>	28-05-2023	29-05-2023
<b>Sugar Feast</b>		
<b>Summer break</b>	22-07-2023 <i>from 12.00</i>	03-09-2023

	<b>hours!</b>	
<b>Conference days team, children free from school:</b>	<ul style="list-style-type: none"> <li>08-03-2023</li> </ul>	

### **Holiday regulation schoolyear 2021-2022 calculation of hours**

In 2006, the new Wet op de Schooltijden (Law on School times) has come into effect. The changes relate to the total amount of hours per year and the number of days per week. Besides that, the MR (medezeggenschapsraad = representative advisory board) has to be involved in determining the school times. The text of the new law goes as follows: "The education will be arranged as such that pupils will receive at least 7520 hours of education in 8 schoolyears, in the understanding that that pupils will receive at least 3520 hours of education in the first four schoolyears and at least 3760 hours of education in the last four schoolyears." A calculation shows us that during the first four years, on average, **at least** 880 hours of classes should be taught (which is also the case now), and during the last four years **at least** 940 hours (that used to be at least 1000). The average of the total amount of lessons should **at least** amount to 940 hours. So over the entire period of primary school, pupils will still get as much lessons as used to be the case in the past.

#### **4.4 Sickness and leave**

Sign of for sickness.

When your child is unable to go to school because of sickness, you need to inform the teacher yourself.

#### **4.5 Doctor or dentist visit**

If your child needs to go to the doctor or dentist, you need to inform the teacher yourself. The school can only arrange leave if you can show the appointment note from the doctor or dentist. You can come and pick up your child 10 minutes prior to the appointment. Your child can still go to school that day.

If you need to go to Leeuwarden you also need to inform the teacher, and then your child is allowed to be free from school for one part of the day for this appointment.

Children cannot be picked up from school by an older brother or sister – you should do this yourself! We would like to point out that your child is of school age, this means that if he/she is not sick, he/she has to go to school!

### **5. PE (physical education)**

The children from the groups Yellow/Orange have PE in the school's playroom. These children should bring sports shoes, a pair of shorts, and a t-shirt to school.

We keep these clothes at school.

The children from the groups Red, Purple, Blue, and Green go to the gym in St.-Jacobiparochie or Minnertsga once a week. You can see when these classes take place in the schedule below.

## 5.1 Schedule PE

Gym St Jacobiparochie/ Minnertsga	<b>PE</b> <b>Transport: bus</b>
Tuesday afternoon Every week	Group purple and red (oldest)
Thursday afternoon Every week	Group purple and red (youngest)
Friday afternoon Every week	Group blue and green

The children will be transported by bus. It may happen that the children arrive back at school a little later than 15.00

Your child should wear a suitable sports outfit for the PE classes. The sport shoes can only be worn inside the gym. Children that do not have a sports outfit with them to school cannot take part in the PE classes and will stay at school.

*The management can only give approval to not take part in the PE classes if you have a doctor's certificate. If your child cannot take part in these classes, your child still has to go to school. Other classes will then be taught.*

### **Library**

There is a library in St. Annaparochie where your child can borrow books. It is free and we advise you to use this.

### **Wearing headscarves**

Some parents and children value wearing a headscarf. This is not a problem. We do advise the use of a sport headscarf during PE classes.