



## Your child's first day at the German Saturday School Croydon

### A guide for new families

Dear parent(s),

A very warm welcome to you and your family at the German Saturday School Croydon! We are a vibrant community of German speakers from many different countries and we hope that you will find the below information helpful as you and your child embark on your German language learning experience with us.

Whilst we encourage everybody to speak German with their children at home and at school, the below has been written in English for the benefit of non-German speaking family members.

*The School Management Team*

### *Where is the school based?*

We are based at Archbishop Tenison's School in Selbourne Road, Croydon, CR0 5JQ. Please go to our website [www.dsscroydon.org](http://www.dsscroydon.org) for driving instructions and/or ways to travel to school by public transport. Free parking is available inside the school premises; however, please make sure that you place your parking permit on your dashboard so that the school caretaker knows who to speak to in case of any issues. On your first day, a member of the school management team will meet you in the dining hall and show you the way to your classroom.

### *What do I need to bring?*

- Please provide your child with a small snack (e.g. fruit, small sandwich and/or yogurt) and a drink (preferably water) to enjoy during break time. Please do not include any nuts in your child's snack as some of our children suffer from nut allergies. We would also discourage sweets or chocolate as part of your child's snack. You should remind younger children that they are not to share their food with other children due to food allergies.
- Please ensure that your child brings/wears a coat. Whenever possible, break time is spent outside to give children an opportunity to speak German whilst playing a game. During the summer months, please ensure that sun cream is applied before school. You may also wish to bring a sun hat.
- Older children (from Eichhörnchen-Klasse onwards) should bring their own writing and/or arts and crafts materials (scissors, glue stick etc). Your teacher will advise if any specific materials are required in advance. The school may pre-order any required textbooks (to be paid for by parents).

### *When does school start/finish?*

Classes start at 10.00 am and finish at 12 pm. We ask that all children arrive a few minutes earlier to help them to settle down so that classes can start on time. Equally, we ask all parents/carers to collect their children promptly from their classrooms at the end of lessons. It can be very unsettling for our younger children if they feel left behind and causes unnecessary delays to staff that cannot leave unless all children have been dismissed. For a list of term dates or to subscribe to the school's calendar please go to "Unterrichtstermine" on our website.

### *Do parents join the classes?*

A system of parent or permanent helpers is in place to support teachers in their work. This is particularly important with our younger children where assistance with with arts and craft activities, getting dressed, and visits to the bathroom / hand hygiene is essential. For classes with parent helpers, a rota will be sent to parents in advance. Parent helpers should ensure that they arrive on time on the days when they are supporting their child's class and make themselves known to the teacher. Should you be unable to help on a particular day, please arrange for a replacement helper or swap your days with another parent. You will be issued with an up to date class list with parents' contact details at the beginning of each new school year or when otherwise required.

*Please remember that we are a parent initiative, and it is the responsibility of parents to ensure that a helper is present every week. As German is spoken exclusively during lessons and at break time, English speaking parents cannot normally support teachers as parent helpers.*

Parents of our youngest children are welcome to stay and help their child settle in – this may be for a few minutes, the whole lesson, or occasionally over the first couple of lessons. Similarly, parents of older children who wish to spend limited time in the classroom to observe their child’s learning are welcome to do so - please speak to your class teacher to make suitable arrangements.

### *Is there a break?*

Our break takes place under supervision of the teachers and helpers. The children go outside, weather permitting, and are engaged in supervised play. Some children may want to have a small snack or drink during break time. Our youngest children enjoy their snack time in the dining hall before going outside. Please note that children are not permitted to eat inside the classrooms.

### *What do I do while my child is at school?*

After dropping your child off in class you have the next 2 hours to yourself (provided you are not on parent helper duty). You may wish to use the time to get some shopping done in nearby Croydon or in one of the super stores on Purley Way. Alternatively, you can join other parents in the school dining hall - we really are quite sociable and where else can you meet so many German speakers in one place on a Saturday morning? We also hold termly coffee mornings on the second Saturday of each term – please see our website for details.

### *What if I have any questions?*

The school management team come in early on the first day of each new term and are generally also present on most other dates. Alternatively, you can always send an email to [Kontakt@dsscroydon.org](mailto:Kontakt@dsscroydon.org) and we’ll get back to you as soon as possible.

For class specific queries or concerns, we would ask you to speak to your child’s teacher initially. Please bear in mind though that teachers are generally busy before the beginning of lessons and that the best time to speak to them may be after the lesson has finished and all children have been dismissed. Your teacher’s contact details can be found on the class list (Klassenliste) which you will receive along with the parent helper list (Helferliste) at the beginning of term.