Attendance

Research shows a clear link between attendance and success. We encourage and promote good attendance.

MEDICAL ABSENCE

IF YOUR CHILD IS SICK
Email reception@cambridgeschool.eu and the Class Teacher at firstname.surname@cambridgeschool.eu

IF YOUR CHILD IS SICK (for more than 3 days)
Please send a medical note, which must be signed and dated, to school with your child upon their return. This should be given to the Class Teacher who will update the attendance record.

ABSENCE FOR PERSONAL/FAMILY REASONS

Each student can have excused absence on 3 occasions each half year. If the 3 days have been exceeded, each absence after this will appear as unexcused and be included in the Vypis and Vysvedcenie.

ABSENCE FOR OTHER COMMITMENTS (e.g. sport, music lessons)
Please apply to Mr Radoja (Director) in writing at office@cambridgeschool.eu.

Each request will be dealt with on an individual basis and the school may or may not support the request. Generally, we do not support absence from school for other commitments or holidays. Every lesson counts!
Daily Procedures

Please ensure that your son/daughter arrives as close to 08:10 as possible. Students should be in the school building by 08:30, at the latest, ready to start the first lesson. In the morning students should be dropped off in Reception and directed to the playground.

Lessons finish at 15:30 each day. Students will be learning valuable things up until this time, and we expect that students should not be leaving earlier.

At the end of the day, when picking up your child please inform Reception and they will get a message to the playground and your child will be sent to meet you.
Clothing for School

Please ensure that your son/daughter is dressed appropriately for a school/learning environment that holds children from six years old and upwards.

Clean and Appropriate Clothing:
• not transparent
• no underwear exposed
• waists covered
• shorts/skirts of modest length (knee-length recommended)
• no torn clothing (e.g. ripped jeans)
• no pyjama clothing
• tattoos covered

Clothing can vary greatly, and therefore we may treat an individual item of clothing separately. If we deem the item of clothing as inappropriate then we will ask the student not to wear it again in school.

During break/lunchtimes students will be expected to go outside, and therefore students should bring suitable clothing for this.

Indoor shoes should be worn once the student leaves the cloakroom area.
Healthy Food

Students are not permitted to bring unhealthy foods (fizzy/energy drinks, sweets, snacks etc) into the dining room or anywhere else in school.

- Chewing gum is not permitted.
- Water is allowed in the classroom and all other areas of the school.
- Students cannot order takeaways or fast food, and they are not allowed to leave the building to go to the shop (even during after school clubs).
Communication

Students are NOT ALLOWED to have/use their mobile phone during the school day.

If you need to arrange to collect your son/daughter in an emergency, please do so by contacting the reception at either reception@cambridgeschool.eu or +421 220720679.

Unless it is an emergency, parents should contact the school in advance if they need to collect their child earlier than 15:30.

If you would like to meet and discuss something with a teacher, please do so by arranging an appointment. You can do this by emailing the teacher directly at:

- firstname.surname@cambridgeschool.eu
- office@cambridgeschool.eu.

We will try to respond to you within 3 school days.
Our Learner Qualities in the Primary School

We are:

- RESPECTFUL
- KIND
- CREATIVE
- INDEPENDENT
- RESILIENT
- REFLECTIVE
- CURIOUS
The End of Year Report

In addition to the Slovak Vypis and Vysvedcenie that students receive in February and June respectively of each year, all Primary students will receive an End of Year report written in the English language:
The End of Year Report

**Half Year Grade**

This will be the grade awarded on the Vypis in February of the same year. The grade allocated will be based upon various factors in addition to the average IZK assessment grade on EduPage. Each teacher will make their expectations clear to the students.

**Final Year Grade**

Similar to the Half Year Grade this grade covers the overall performance of the student throughout the entire year. It also takes into account the End of Year Exam Grade.