



School year 2021-2022

the association "The box of malice" – Company number: 0848-414-260  
Address 2, rue de l'Enseignement 7011 ghlin

Responsible: Matagne Laureen: 0493/197972 - Veronique Deplancke: 0495/189658

## Presentation

The non-profit association “La Boîte à malice” opens its private kindergarten.

We are two heads of the school section: Laureen Matagne and Véronique Deplancke. With our experience in the international field, our educational project is based on a didactics of different educational methods. We base ourselves, in particular, on the Swedish, Norwegian and Canadian methods... which have in common to put their priorities on art, self-confidence, discovery through play and autonomy. Without forgetting the Belgian skills base. A theater lesson is planned in our timetable from the 1st kindergarten.

Art and culture will be at the heart of our pedagogy.

We aim to make the school a place of learning for autonomy and fulfillment for all, a place of awakening to the desire and pleasure of learning, to intellectual curiosity, to open-mindedness. Our ambition is to make the child discover all the potential he has within him.

The essential objective of the nursery school: to help each child to become independent and to acquire knowledge and skills.

We have therefore opted for a pedagogy that makes sense, which allows the child to:

- build links
- to acquire knowledge
- to speak
- to open up to the world and to others



## A big step: "I'm going to school!"

Starting kindergarten is an important step for both the child and the parents. It leads to a series of changes, particularly in terms of rhythm and benchmarks. It is therefore necessary that the educational team be very careful to create, from the first days, a climate of trust and security.

That's not all: by entering kindergarten, the child discovers community life in all its complexity. He learns to find his bearings, his place. He is confronted with new rules that must be respected. He observes that we can help each other, cooperate with a view to the same objective. This situation allows him to build his personality.

He is also at a stage in his development where he learns to meet others and to take them into account. He is also at an age where he begins to want to play with others, where the experiences and imaginations of other children stimulate and enrich his own activities.

Social interaction thus promotes the self-construction of knowledge. The exchange with others allows the child to become an actor in his learning.

At the same time as it socializes, school gives children the opportunity to develop their skills (acting, speaking, imagining, creating, etc.).

The rules of community life will help the child to build himself away from the reassuring presence of the parents and thus develop his self-confidence.

For all this to be achievable, it is imperative that the educational team, the parents and the children are in a climate of trust and in total cooperation.



## Why choose a private school?

For everyone, the image of a private school is that of an elitist education which is very expensive. **At the box of tricks the cost is 300€** per month which includes: hot meals every midday, soup, morning and evening snacks, daycare Wednesday afternoon from noon until 3:30 p.m., all school materials, water, lessons, annual insurance.

We don't mean elitist education, but quality education!

We guarantee that the classes will not be overcrowded (12 children maximum per class). In order to respond specifically to everyone's needs, in order to achieve concrete and consistent learning, to ensure correct pedagogical follow-up, it is essential not to exceed this number of children per class.

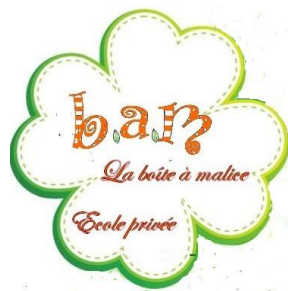
### What does a private school offer more than another school? :

- The private school takes the time and has a supervising team that allows learning according to the pace and abilities of each. The personalized follow-up of each is a priority.
- Specific courses (plastic arts, bodily and theatrical expression, scientific and discovery workshops, awareness of ecology, etc.)
- The child takes an active place in his learning. Attentive, the educational team will make sure to promote the child's autonomy. And this is one of the points for which the number of children per class is important.
- We have the possibility of taking the time to teach compared to other solar establishments which are overcrowded and which are held by heavy programs which no longer give the child the possibility of building himself, we build him.
- We want parents to be involved in the life of the school. The future of your children is very important! And it is because we are aware of this importance that we want to share the daily school life with you!
- We promote creativity, imagination, we want to promote self-confidence, provoke curiosity and the pleasure of discovery.

**In short:** classes that are not overcrowded which therefore allow a personalized follow-up of each child. A secure framework. A serene atmosphere that promotes learning. Human relations based on trust and respect. Enable learning in a stimulating environment in order to encourage each student to appropriate knowledge and acquire skills that make them capable of learning throughout their lives. A team at your disposal and available to prepare your child well for his or her school future.



# THE EDUCATIONAL PROJECT AND THE PEDAGOGICAL PROJECT



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Address 2, rue de l'Enseignement 7011 ghlin

Responsible: Matagne Laureen: 0493/197972 - Veronique Deplancke: 0495/189658

By email : [laboiteamalice5@hotmail.com](mailto:laboiteamalice5@hotmail.com)

## Approach to the educational project:



Here are some important points targeted by our educational project:

- ❖ Empower, socialize, empower.
- ❖ The child must feel unique and be able to evolve at his own pace.
- ❖ Arrange situations to give the desire to communicate, help them to develop their ideas. Experiment, manipulate.
- ❖ Vary the learning situations as much as possible.
- ❖ Allow them an approach to new technologies.
- ❖ Artistic expression will be one of the strong points: plastic arts, musical awakening and bodily and theatrical expression,....
- ❖ Language: knowing how to speak, making oneself understood, expressing one's ideas, telling one's story,...understanding instructions. Language is an essential learning.
- ❖ Discovery of a second language: getting children's ears used to hearing another language, understanding it and speaking it.
- ❖ Participation of children in daily tasks in order to empower them.
- ❖ Develop solidarity and the notion of sharing. Develop respect for self and others.
- ❖ Promote physical activity with two periods of psychomotricity per week.
- ❖ Knowing how to live together: learning to find your bearings and your place in the class.
- ❖ We will avoid any form of discriminatory behavior based on gender, race or socio-cultural and socio-economic origin against children.
- ❖ Our program will aim to achieve the objectives and skills to be acquired before the transition to primary school. Preparation for the various skills will be provided by a well-established program (discovering matter, discovering living things, shapes and sizes, quantities and numbers, knowing how to find one's bearings in time and space, acting and expressing oneself with one's body, knowing how to express oneself, knowing how to listen, discovering writing, developing an artistic sense, etc.).
- ❖ Classes will be given in 3 specific rooms: the classroom, the psychomotricity and body expression room and finally the art and science room.

Each child will have their own observation file in which their achievements will be evaluated.

## A typical day

Activities will be managed by age group. Several workshops will be organized: one group will be in a guided workshop, while another group will be in a discovery or manipulation workshop and a third group could be in a "free" workshop (construction games, modeling clay, puzzle, car corner, etc.). The children then rotate through the various workshops offered.

Some discovery workshops or scientific workshops will be organized collectively, which will allow older children to put their knowledge and know-how into practice. Explaining what you have learned makes it easier to assimilate them.

And what will allow the little ones to interact with the older ones which will bring an exchange of ideas, language development, socialization.

- ❖ A nursery will be organized in the morning from 7:30 am to 8:30 am.

This nursery costs €0.50 per half-hour.

**8:30 am** the class opens and begins with a welcome time that allows everyone to settle in and get their bearings. This period also makes it possible to welcome children who arrive after morning daycare with their parents.

- ❖ **9:00 a.m.** Everyone gathers on the mat to begin our activities.

Language activities:

- We will make our attendance table together (knowing how to recognize their photo first, then the first letter of their first name and finally their first name). We will update our calendar.
  - Our friend Cubitus, a very friendly puppet, only speaks English. He will come and say hello to the children, chat a little with them and intervene in our various classes.
  - We will continue with our weather board and task board. The little darlings will participate in daily tasks: watering the plants, distributing the cutlery, clearing the tables, distributing snacks, napkins, ..... it is our friend Cubitus who will explain these different tasks to them in English.
  - We will finish by looking at our timeline for the day together. It is very important to help children find their bearings in time. Each day a specific activity will be set up so that they can find their way around the week. All this will be represented by images on a timeline.
- ❖ The working groups are organized: each one will follow, in workshop, its activity since this one will be adapted according to each age. These activities will be very

diversified in order to offer each child the opportunity to flourish, to create, to imagine, to reflect and to achieve achievements.

- ❖ **10:30 a.m.** morning snack followed by a 15-minute recreation either indoors or outdoors as soon as the weather permits.
- ❖ **11:15 a.m.** going to the toilet, washing hands, carrying out the little tasks of the moment by the children and it is already time for the meal.
- ❖ **12:15 p.m.** midday meal: Our menus will be adapted to everyone's needs (allergies, religious beliefs, etc.)
- ❖ **From 1:00 p.m. to 2:30 p.m.** the little ones, and the children who still need it, take a nap. The others will be in activities more specific to the "big ones": computer workshop, scientist,....
- ❖ **From 2:30 p.m. to 3:00 p.m.** recess for children who have not taken a nap and children who are already awake.
- ❖ **3:00 p.m.** maximum the little ones get up from the siesta. Tidying up of the room
- ❖ **3:30 p.m.** end of class
- ❖ **Childcare will be provided from 3:30 p.m. to 5:30 p.m.**
- ❖ **From 3:30 p.m. to 4:30 p.m. the daycare will be free.**
- ❖ **From 4:30 p.m. to 5:30 p.m. it costs €0.50 per half hour.**
- ❖ **On Wednesday afternoon the daycare is free from noon to 4:30 p.m.**
- ❖ **Beyond 4:30 p.m. the daycare will be charged at 0.50€/ per half hour started.**
- ❖ **From 5.30 p.m. a financial compensation of 10€ will be requested.**
  
- ❖ Wednesday afternoon :classes end at 12:00 p.m. Meals are hot and provided for the children who stay at the daycare.
  
- ❖ Extracurricular activities could be proposed.





## What lessons will be offered to children?

We will follow an education that will respect the core skills provided by the Wallonia Brussels federation. However, it will also be based on a didactics of different educational methods.

**Some examples :**

**At the Swedish school before the common core (indeed this common core has degraded education in Sweden):** the child occupies a place of choice. Above all, you learn to think for yourself, to develop your autonomy and to acquire a sense of responsibility; you increase your knowledge by building it with other children and putting it into practice. Here there is no competition, we prefer the self evaluation, cooperation and manual or artistic work that allow children to become sociable and responsible beings without a pre-determined model. In the same school, rather than establishing lists of notions to know or skills to master imperatively, we define objectives for each child enrolled. In the Swedish system, the child is fully involved in his learning and it is believed that trust is the best way to support and encourage his development.

“An example of a homework assignment in Sweden: The homework assignment is called “Autumn hunting”. You have to go out into nature to count the items that appear on the sheet. You have to recognize them, name them, understand their spelling, look for them and count them. »

**At the Canadian school:** Canada, a leading country in new learning methods, continues to promote a education participatory in all its forms; the pedagogy participatory is the watchword for all teaching.

This pedagogical didactics enriches our approach to the different learnings that we deal with. We will be allowed (given the limited number of students per class) to guarantee individualized teaching that will meet the pace, needs and abilities of each. Our learning will be based on discovery, manipulation, expression. Art is omnipresent: painting, drawing, modelling, music and singing are part of everyday life.

### some sample materials:

- ❖ Two periods of psychomotricity per week:



Above all, this activity helps to harmoniously develop gross and fine motor skills and motor coordination. Your child discovers an equipped environment, he plays with another child, he awakens to rhythm, to the music-movement relationship, he learns to relax, he refines his sense of balance, he discovers his body and the space, he enjoys transforming himself, he becomes more and more skilful, he learns to breathe well. DCircuits, team games, outdoor games (weather permitting), balance games, rhythmic games will be offered to them.

❖ Awakening to a 2nd language: English:



We will have as support our puppet Cubitus speaks only in English and intervenes regularly during the various activities of the day. Every day, Cubitus will teach us to understand and say new vocabulary words. In each theme, we will exploit the specific vocabulary. Starting with simple words and then being able to form short sentences with correct syntax. The song, the skits, the discoveries of posters, the repositories... will serve as our working support. In kindergarten children, language skills develop together with other skills, knowledge and attitudes.

❖ Introduction to computers which can start around 4 years old:



We open access to new technologies: laptop and tablet. Two very useful tools if you know how to use them correctly. It is a subject which must be complementary to the others. Computers should not replace paper and pencil, books, mathematics... the child must know how to remain creative and autonomous. They are tools and not just game consoles, nor a device that thinks for us.

How this course takes place: At this age the child does not yet know how to read so the course will have image books and practice as support in order to give as much information as possible orally. The child will learn to respect the material and how to use the different elements. We will learn how to use the mouse and the trackpad. In our program there will be initiation to the wordart program, initiation to word, initiation to paint and photofiltre programs.



❖ Scientific awakening:

Allow children to discover science in a fun way. A course of scientific awakening, so that it is taken into consideration by the children, must be attractive, alive! That is to say that the course must be based on manipulation, achievements. We can use for example a 3D model. We can also make mobiles, objects that can be manipulated by children.... But always keep in mind that it is through our presentation of the course that the child will be intrigued by what he discovers and that the presentation of the theme will make him want to ask questions or even give him the desire to suggest theories..... The child will then be able to: reason, improve his language by formulating his ideas correctly. He will develop his sense of knowing how to listen, his socialization. The child will dare to speak up to exchange ideas. A workshop that includes such diverse themes to explore, where everyone can ask to raise a specific subject, a workshop accessible to all ages. We can go from the magic of colors to the observation of liquids through the solar system or the water cycle. Being able to answer children's various questions: why do we eat? What is a volcano? How to use a trumpet? Why can't fish live out of water? What insects bite? Are all wolves bad?.... We can go from the magic of colors to the observation of liquids through the solar system or the water cycle.

Being able to answer children's various questions: why do we eat? What is a volcano? How to use a trumpet? Why can't fish live out of water? What insects bite? Are all wolves bad?.... We can go from the magic of colors to the observation of liquids through the solar system or the water cycle. Being able to answer children's various questions: why do we eat? What is a volcano? How to use a trumpet? Why can't fish live out of water? What insects bite? Are all wolves bad?....

The list is endless! Explore the simplest themes to the most complex through the most amazing. This is a wonderful adventure for children.

❖ Bodily and theatrical expression:



This course is very important in our program grid; the child will learn to know his body and to use it as a means of expression. The various games offered will teach the child to become aware of his body (body diagram), to exteriorize his emotions, his creative and spontaneous riches. Body expression also helps the child to overcome his shyness. All this in order to promote its development. To do this, we will do mime games, rhythm games, we will work on small skits, voice games, breathing games, movement games.....

The child will improve his language, his creativity, his sociability, his self-confidence.

A course filled with energy, and various useful learnings for the development and fulfillment of children.

❖ art classes:



This course will be one of the highlights of our program. It will aim to encourage children to discover materials (paint, ink, chalk, etc.) and colours.

These will be moments of exchange that will feed the dynamics of creation, individual and collective.

The skills targeted by this subject:

In the discovery of this first artistic culture, the child will nourish his curiosity, his gaze, will develop his interests and solicit his imagination and his creativity. He will exercise his capacity for invention, his forms of expression and will be able to explore different plastic languages.

He will be able to freely exploit the materials made available, touch them and recognize them. The child will learn how to hold the different tools properly, to build a mastery of the trace, to refine the gesture and to exercise eye-hand coordination.

His faculties of attention, of concentration will be stimulated there.

*The child will be able to:*

- experiment with materials, supports, tools, observe the effects produced and reinvest the findings in a new production.
- describe and compare pictures using appropriate vocabulary.
- choose, manipulate and combine materials, supports, tools.

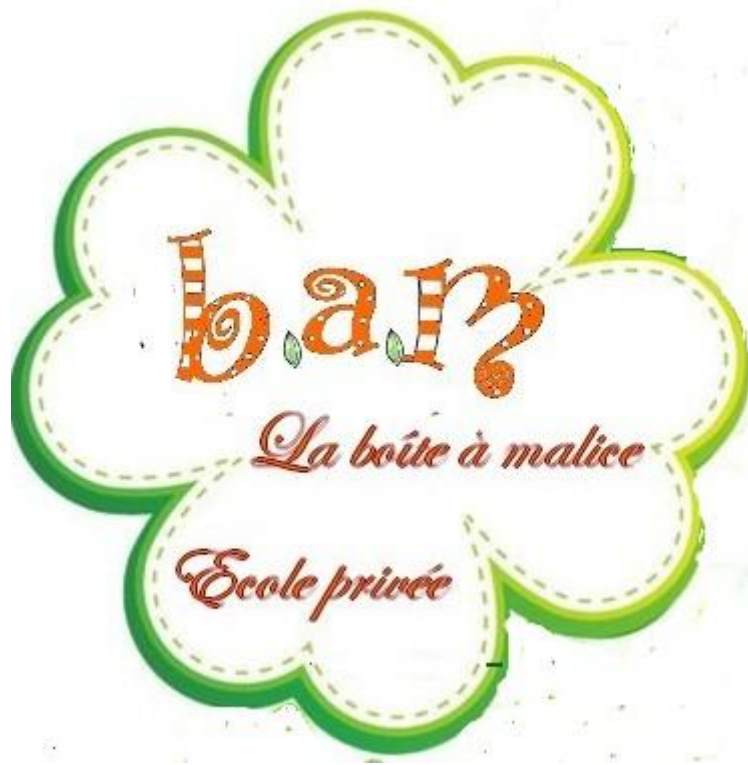
- bear witness to an experience, describe an image.
- adapt his gesture to the material constraints (tools, supports, materials).
- overcome a difficulty encountered.
- make choices among processes and materials that have already been tried out.

"Let's never lose sight of  
That for a child between 3 and 6 years old, having fun is more important than learning. So  
let's learn while having fun! »

The children will also participate in many activities allowing them to develop their motor skills, their sociability and their autonomy.

- We have a library that allows children to pick up a book for the weekend.
- We will organize theme days which could be: the Christmas market, special days with parents, days organized according to the established program, ..... the dates and details of these days will be communicated to you in the communication book.
- We are celebrating the 100th day of school, inspired by American school traditions. There, like at home, the 100th day will be a special occasion to reflect on and celebrate the milestones in the academic success of your students. American education is based on valuing the child.
- We will organize an open day each year during the month of June.
- Throughout the school year, we organize extramural activities with our students (visits, recreational days, etc.). These different outings are part of the usual activity of a class and are always under the responsibility of the teacher. Each child is therefore covered by the school's insurance. Parents are always notified in advance of these outings. The participation of the child in the excursions is subject to the written and signed authorization of the parents. For certain occasions, the owner may request your presence.





# Internal regulations



## Internal regulations

The school is a place of community life. The rules are the reference in case of conflict. The ideal would therefore be that its application by all should be self-evident and that it should not be resorted to. This presupposes mutual respect and the acceptance of rules for living together within the school, which allow everyone to find a fulfilling living environment that promotes learning.

### **1. Registration:**

- ✓ Before registration, by appointment, it is important to allow the child and his parents to visit the school and meet the members of the educational team. As well as to learn about the educational project of the establishment.
- ✓ Registration is by appointment at 0493/197972 or 0495/189658 or by email: bamecole@hotmail.com.
- ✓ The registration request comes from the parents or the person with parental authority.
- ✓ The registration of the child is final as soon as we have received the registration file duly completed and signed as well as the payment of the 1st month of schooling is collected on the account: Be76 0882 6617 8095.
- ✓ The documents to be provided and attached to the registration file are:
  - Children of separated or divorced parents must provide a copy of the judgment deed determining the domicile of the child and possibly the terms of custody (to be renewed if there are changes).
  - A copy of the vaccination record.

**Registration will only be validated if the child's file is complete and signed,  
and that the 1st monthly payment is paid.**

## 2) General provisions:

- ❖ Violence and bullying will not be tolerated.
  - ❖ Cleanliness outside and in the classrooms is required.
  - ❖ All school materials must be marked.
  - ❖ Respect the scheduled times in order to respect the smooth running of the class.
  - ❖ For the sake of balance, pedagogical follow-up and success of the objectives set out in the reception project, it is imperative to ensure the child's regular school attendance.
  - ❖ We ask you to communicate to us orally the surname and first name of the person(s) likely to come and pick up the child. These people will have to provide an identity document before picking up the child.
  - ❖ Notify the class leader before 9:00 a.m. if your child is unable to attend lessons. For children aged 5 years, an absence of 2 days will be justified by a medical certificate to be submitted within 48 hours.
  - ❖ From the age of 5, after the 6th half-day of absence, parents will be called to take remedial measures and/or explain the rules relating to compulsory education.
  - ❖ Please consult the communication book and initial each new notification. Indicate any planned absence (medical appointments or other) and specify the reason for the absence, the day and the time.
  - ❖ Objects foreign to the lessons (various games, portable consoles, etc.) are prohibited in the school
  - ❖ For the psychomotricity course, please wear practical and comfortable clothing. We ask that you provide small white gymnastic shoes.
  - ❖ Personal effects (clothes, lunch box, school bag, gym shoes, water bottle, etc.): Your child's first and last name is ESSENTIAL on each personal item.
  - ❖ It is strongly advised not to put jewelery on children (bracelet, chain, etc.) which are dangerous and which can be lost. We accept no responsibility for any loss.
  - ❖ As in any community, it is important to learn to live well together, to respect each other and to keep work spaces and equipment in perfect condition.
  - ❖ Etiquette: By his language, his attitude, the student demonstrates his respect for the parents, his classmates, and the teaching staff.
  - ❖ All racist, vulgar or rude expressions towards anyone as well as any fights or blows are severely reprimanded; see exclusion after the 3rd reprimand.
  - ❖ In the event of conflicts between pupils, the parents of these cannot under any circumstances challenge or reprimand children other than their own in any place whatsoever.
- In case of concern, parents must notify the person in charge present who will take the necessary measures.
- ❖ Doors will close at 9 a.m. After this time, no one will enter the premises of the establishment. Children who arrive very late will be welcomed at the door of the establishment.

### 3) Schedules, daycares and terms of payment:

- ✓ The school will be open from 7:30 a.m. to 5:30 p.m. Daycare must be booked the week before.
- ✓ **Classes start at 8:30 a.m.** and end every day at 3:30 p.m. except Wednesday, classes end at noon.
- ✓ **Paid daycare is organized every morning from 7:30 a.m. to 8:30 a.m.** at the price of €0.50 / half hour.
- ✓ **The evening nursery** starts at 3:30 p.m. until 4:30 p.m. and is free
- ✓ The daycare is chargeable from 4:30 p.m. to 5:30 p.m. up to €0.5 per half hour.
- ✓ On Wednesday afternoons, daycare is free until 4:30 p.m. From 4:30 p.m. it is chargeable up to €0.50 / half hour.
- ✓ On Wednesday afternoons (from 12 p.m. to 4:30 p.m.) as well as on certain weekdays (from 3:30 p.m. to 5:30 p.m.), various extracurricular activities may be offered to you. (see annexes)

**After 5:30 p.m.** a financial compensation of 10€ will be requested.

**Parents are required to comply strictly with respect for everyone and especially for safety measures but also for the proper functioning of the class.**

- ✓ **The monthly lump sum** amounts to 300€ per month and **understand:**
  - Hot meals and soup
  - **All** school equipment.
  - Course services.
  - 10 a.m. and 3 p.m. snacks.
  - Annual insurance.
  - Part of extramural activities.
  - All afternoon nurseries until 4:30 p.m.
- ✓ **This amount does not include:**
  - nappies
  - Morning and evening childcare (from 4:30 p.m.)
  - Certain extramural activities for which a minimum participation could be requested. (theater, cinema, museum, etc.)

**The payment of the monthly plan is made before the 5th of the month**

on account No. Be76 0882 6617 8095.

- ✓ . If after a reminder, payment is not made, we will be obliged to increase your invoice by 7%. At the end of the 2nd reminder, the student will no longer be admitted until payment of the amount due.
- ✓ The closing days provided for in the calendar are not invoiced.

- ✓ The absence due to illness of the child is communicated no later than 9:00 am on the 1st day of illness. No certificate will be deducted from the monthly amount.

The fixed price was calculated on the number of working days of the school year (we deducted the school holidays) and distributed the sum due to the year in 10 months.

- ✓ For siblings 10% will be deducted from the total amount of the invoice.
- ✓ Lump sum advance:
  - The amount for your child's first month of school is paid within 5 days of registration.
  - In the event of cancellation of registration, this fixed advance will not be returned to you.
- ✓ Terms of notice in the event of premature departure:

In the event of departure during the school year, you will be invoiced for 3 months' notice (served or not).
- ✓ Modalities of revision of the financial participation: The monthly fixed prices can be revised each year, the increase will not exceed 10% of the initial amount.

#### **4) For the specific attention of parents:**

- ❖ Parents are periodically informed of their child's progress, of all elements relating to school life and of the calendar of parents' meetings.
- ❖ The school can organize several types of school-parent meetings.
  - Collective meetings: one of these meetings will be scheduled at the beginning of the school year, to allow us to communicate to you the general organization and the priority objectives of the school. There will be 3 over the year.
  - Individual meetings during the school year (generally organized by appointment). The purpose of these meetings is to allow parents to meet the class teacher individually and to take stock of the child's learning. Parent-teacher dialogue is essential!
- ❖ **Parents get involved** to work in partnership with the educational team of the establishment and to involve the children in the various educational actions carried out in the establishment.

## 5) health:

- ❖ Parents must notify the class teacher as soon as possible in the event of a contagious disease contracted by the child.
- ❖ Medicines can be administered by the person in charge but only on medical prescription.
- ❖ In the event of an accident, the teaching team calls the emergency services and accompanies the child until the parents can take over. The family is notified immediately. The child will be referred to the hospital of your choice!

## 6) insurance:

Axa insurance policy number

### **Documents to attach**

- A copy of your child's vaccination record.
- Separated or divorced parents, a divorce certificate or a judgment rendered by the court is requested for the sake of transparency.

### **List of equipment to provide**

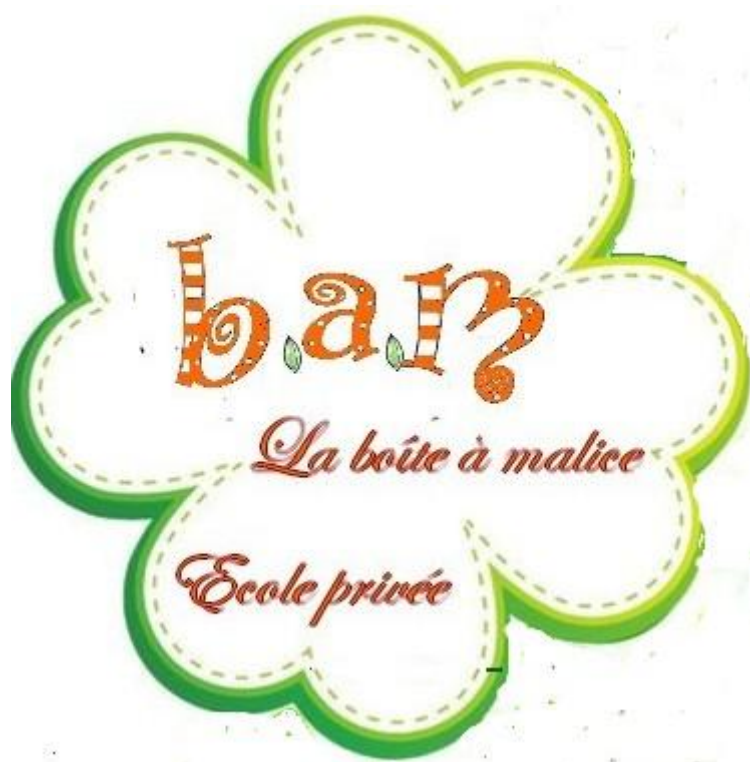
- A change of clothes
- nappies
- The blanket for the nap if you wish. We can provide it on site.
- Sport shoes.
- A pair of rubber boots
- Clothing adapted to the weather (rain clothes, hat or cap for the sun, etc.)

I, the undersigned, Mr/Mrs -----

Declare having received the rules of procedure as well as the project of reception of the school of the malice box

dated -----





# Appendices

**Parental authorization for**  
**Taking and/or distributing photographs and/or**  
**production and distribution of videos**

As part of the activities organized within the school, I, the undersigned,

Parent of .....(Child's first and last name)

mark my agreement – my disagreement (\*):

for taking photographs and making videos at school (for educational purposes, etc.).

for the display of photographs and presentation of videos within the school.

On the school's website. (pictures are blurred)

On social networks. (photos are blurred if children are seen)

For publications (school folders, ONE brochure, etc.). (photos are not blurred)

*(\*) Delete as appropriate*

*school guarantees that all the existing rules aimed at ensuring the protection of everyone's privacy, as set out in the law of 8 December 1992 on the protection of privacy with regard to the processing of personal data , will be respected.*

Factto

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Signature of parent(s):  
charge of the host environment:

Signature of the person in

## Extracurricular activities and holiday camps.

### Holiday courses:

- ✓ During the school holidays, themed holiday courses are organised. Prices vary depending on the topic covered.
- ✓ The students of our establishment have a reduction of 10% on the prices of the courses.
- ✓ Complete information will be given to you in the communication book before each holiday period.

### Extracurricular activities:

- ✓ Extracurricular activities will be offered to students each year.
- ✓ a detailed calendar will be available at the end of June (topics offered, schedule and price). You can request it by email before the start of the school year in September. These workshops are often offered on Wednesday afternoons. However, some could be offered on other days of the week from 3:30 p.m. to 5:30 p.m.
- ✓ These workshops all have a program established by year.
- ✓ The workshops offered are very varied: culinary workshop, body percussion, discovery of inventions, modern dance....
- ✓ Payment for activity workshops is made quarterly and is non-refundable.

# OUR CALENDAR school

School calendar – School year 2022-2023	
Back to School	Monday, August 29, 2022
French Community Day	Tuesday, September 27, 2022
Toussaint	From Monday 24 October to Friday 4 November 2022
November 11 commemoration	From Friday, November 11, 2022
Christmas vacation	From December 26, 2022 to January 06, 2023
carnival leave	From Monday February 20 to March 3, 2023
Easter Monday	From Monday, April 10, 2023
Spring Break	Monday May 1 to May 12, 2023
May Day (Sunday)	Pick up Friday, June 3
Ascent	From Thursday 18 May to Friday 19 May 2023
Open house preparation	Friday, May 26, 2023
Pentecost Monday	Monday, May 29, 2023
Blanket Monday	Monday, June 5, 2023
Summer vacation	From July 10 to August 26, 2023

3 pedagogical days will be added to this calendar.



## I have a few questions:



### ❖ How is my child's safety ensured?

- By suitable premises and equipment.
- The premises and facilities are brought up to the standards imposed by the one, the fire brigade and the fasca.
- Internal rules and regulations have been established to guarantee total safety for your children. Children and anyone entering the establishment are required to respect it.
- Parents are required to specify the persons likely to take the child back. We can, for security reasons, ask the person who picks up the child to show us his identity card.
- The outdoor gate is closed during recess or during outdoor activities
- Everyone is required to ring the bell to enter the establishment.

### ❖ How is communication ensured within the management team? and the parents ?

- An internal communication log is to be filled in on time by the staff.
- Each child has a communication book.
- A notice board will also be made available to inform parents.

### ❖ From the perspective of health promotion, we will ensure a healthy life for children:

- Regarding food: a varied menu will be offered each week. These menus will be adapted according to the specific needs of the children (allergies, religious beliefs, health problems, etc.). We make the meals ourselves to ensure that the food comes from and that it is handled in compliance with all hygiene rules.
- The games and the premises are maintained on a very regular basis: cleaning of the premises every day and cleaning of the games every week.
- In order to ensure a healthy life for the child, it is imperative to respect his rhythms: meals, naps, activities, rest, games, etc.
- Treatments: washing and disinfection of staff hands after changing, before handling food, after each treatment..... these are ubiquitous gestures. Teach children to wash their hands (before meals, after going to the toilet, after playing outside, etc.). In the community, respect for hygiene on all points is an imperative! Each child has his locker with his personal effects.

### ❖ How will the transition to primary school take place? compulsory education from 5 years old?

- We attach the documents useful for the passage from the private school to an establishment of your choice. As well as information that will enlighten you on the legality of following an education in a private establishment.
- If your child has reached the age of 6, he goes to the first year in the school of your choice.
- If your child is not yet 6 years old, we ask the PMS center to take the necessary assessment test and we ask for the derogation documents from the French community. In these documents, the parents submit their request for their child to be able to go to primary school and the head of the class fills in a specific section in which she relates the child's achievements and gives an assessment of the child's ability to pass. in primary school.







## Registration form

### Private school "ASBL The box of malice"

#### the child

Child's name: .....

Child's first name: .....

Date and place of birth: .....

#### Parents or guardians

Last name and first name:

..... Father – mother –  
guardian

Address : .....

Telephones: - GSM: .....

- Professional : .....

E-mail : .....

Last name and first name: ..... Father –  
mother – guardian

Address : .....

Telephones: - GSM: .....

- Professional : .....

E-mail : .....

- Other numbers in case of emergency: .....

:.....

People likely to pick up the child:

name	First name	address	phone

Special remarks:

.....  
.....

Daycares:

	Monday	Tuesday	Wednesday	Thursday	Friday
Morning					
Evening					

**Health questionnaire:**

Doctor in charge of the child:

Last name and first name : .....

Telephone number: .....

Address : .....

Does your child have allergies? Yes No

If yes, which allergies? What are the treatments?

.....  
.....

Does your child have another health concern? Yes No

If so, what is it and how is it treated?

.....  
.....

Does your child follow a special diet? Yes – no If yes which one?

.....  
.....

Other remarks:

.....  
.....

In case of emergency which hospital do you want us to go to?

.....

**A copy of the vaccinations will be appended.**

Date and signature(s):