

# INTERNATIONAL BILINGUAL SCHOOL EIB NICE

*"Le Pain d'Épice"*

*A private education establishment certified by the National Education System since 1989*

**Directrice** : Madame Pascale ROSFELDER-ALHADEFF

**Directeur Adjoint** : Monsieur Thibault PAULIN

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Nice

*« L'école de la réussite »*

## WELCOME TO THE EIB, INTERNATIONAL BILINGUAL

**Our school welcomes students of all nationalities and uses an innovative teaching approach, offering a genuine bilingual education 50% English, 50% French from the age of 2 upwards.**

In a climate of open dialogue, of respect, and trust, each child grows scholastically and socially. We prepare each child to live and act responsibly in society by providing them with the fundamental tools and the freedom to explore and create. We respect each child's:

Dialogue

Respect

Trust

- Capabilities;
- Maturity;
- Biological rhythm;
- Expression;
- Family and social environment.

***We offer education for all levels of preschool (starting at age of 2), as well as primary school from kindergarten to grade five.***

**Our teaching team is composed of qualified and very motivated teachers from different nationalities.**

***It offers a stimulating educational program in a safe and secured environment focused on the following principles:***

***50% English // 50% French***

**- Bilingual and multidisciplinary curriculum in accordance with the French and the Anglophone national education systems**

- Individualised and active pedagogy tailored to the students' needs and based on his or her autonomy
- Validation of language skills by Cambridge English diplomas
- Gross Motor skills and sport activities (baby gym, gross motor skill development, swimming, tennis, etc.)
- Musical-percussion initiation and, from age four, piano
- ICT and use of interactive whiteboards
- Educational field trips, school outings
- Extracurricular activities (options: Chinese, chess club, choir in Italian, Italian, yoga, ...)
- Opening hours from 7:30am-6:30pm and on Wednesdays and during school holidays (baby-club/mini-club)

Engaging

Pedagogy

## EDUCATIONAL VALUES

The education taught at EIB is founded upon the following principles:

### DEVELOPING LEARNING SKILLS

#### Developing Critical Thinking

We encourage our students to think, to make decisions and to use all the means given to them to increase their knowledge.

- Conducting research in an intelligent and creative manner.
- Developing critical thinking skills. Learning to make decisions wisely after reflection, enabling students to solve complex problems.
- Communicating in more than one language and learning to respect the values and cultures of other students.
- Taking “risks” by tackling new situations without apprehension.

### DEVELOPING INTERPERSONAL SKILLS AND THE FOLLOWING QUALITIES :

#### Developing Collaboration and Responsability

- Tolerance
- Self-respect and respect for others
- Empathy
- Cooperation
- Integrity

And also:

- Responsibility
- Self-confidence
- Curiosity
- Enthusiasm
- Autonomy

## INTERNATIONAL SCHOOL BILINGUAL SCHOOL

**The success of our students also depends on their ability to communicate in both languages.**

Our role and mission at EIB is also to permit students to come into contact with and to respect other cultures.

- **The French academic program is enhanced** and the academic level of the school is high. The number of hours of instruction in French, mathematics and history are identical to those of French schools.

- **The English academic program** follows the curriculum proposed by Anglophone educational establishments and is based on the same instructional materials. All English classrooms, from Preschool (starting at age 2) to primary, are equipped with an interactive whiteboard.

In Primary school the following subjects are taught in English: History/Geography, Sciences, Art, and Computer Skills.

- **In a bilingual environment**, students learn English and French in a natural way, by way of immersion with certified Anglophone and French teachers.

The linguistic immersion program is organised for children as young as two years old. English is therefore practiced on a daily basis and groups of different levels the teaching to be adapted to each student.

### ANGLOPHONE CHILDREN / FRANCOPHONE CHILDREN

Children who do not speak French or English are accepted.

We offer individualised and academic upgrading courses, helping the integration of Anglophone students, and French students who have never studied French or English while respecting the natural pace of each child.

### CAMBRIDGE EXAMEN CENTER



EIB is a Cambridge ESOL exam centre and prepares for the following certificates: Starters – Movers – Flyers



**CAMBRIDGE ENGLISH**  
Language Assessment  
Part of the University of Cambridge

## SCHOOL LIFE

The school year is from September to the end of June.

### OPENING HOURS

The school is open from Monday to Friday from 7.30 to 6.30pm. The Baby-club and Mini-club welcome children on Wednesdays and during the school holidays from September to June with the exception of a week at Christmas when the school is closed.

From the 1<sup>st</sup> to the 11th July you can enrol your child to our summer club for fun activities and outings.

#### Preschool classes:

Monday – Tuesday – Thursday – Friday

|           |                 |                            |
|-----------|-----------------|----------------------------|
| Chicks    | (2 years old)   | 9.00-11.15 and 2.00-4.00pm |
| Rabbits   | (2.5 years old) | 9.00-11.15 and 2.00-4.00pm |
| Squirrels | (3 years old)   | 9.00-11.15 and 2.00-4.00pm |
| Pandas    | (4 years old)   | 8.45-12.00 and 1.30-4.15pm |
| Koalas    | (5 years old)   | 8.45-12.00 and 1.30-4.15pm |

#### Primary classes:

Monday – Tuesday – Thursday – Friday

|                 |                            |
|-----------------|----------------------------|
| CP              | 8.30-12.00 and 1.15-4.40pm |
| CE1             | 8.30-12.00 and 1.30-4.40pm |
| CE2 – CM1 – CM2 | 8.30-12.30 and 2.00-4.50pm |

### SCHOOL MEALS

Four separate lunch periods are provided.

Snacks are provided by the school in the afternoon.

Menus are posted every week and are available on our website [www.eibnice.fr](http://www.eibnice.fr) and posted on the notice boards.

Our cook provides healthy and varied meals and we endeavour to integrate fresh local products.

Special diets are taken into consideration upon receipt of a doctor's note.

### STUDY HALL

CP : : from 4.50 to 5:20pm

CE1: from 5.00 to 5:45pm

CE2-CM1-CM2: from 5.10 to 6pm

### RECEPTION OUTSIDE OF CLASS TIMES

*Preschool/Kindergarten:* every day from 7.30-8.45 and from 4.00 to 6.30pm.

*Primary School:* every day from 7.30-8.30 and from 5.45pm (CP) and from 6.00pm (after school study) to 6.30pm.

## EXTRA ACTIVITIES

Various after class activities are proposed for the children's enjoyment. These activities are optional and not included in the school fees.  
Chess, Chinese, Yoga, Robotics, Karate, Judo,...

## NAPTIME

Respecting the child's sleeping cycle is very important. Until 4 years old, the majority of children need a sleeping time after lunch: a nap of 1.5 to 2 hours matches their sleeping cycle and helps them to feel rested. Respecting these needs allows them to be prepared for learning. Children who are not potty trained are accepted.

## BABY CLUB & MINI-CLUB

The Baby-Club and the Mini-Club organise activities and outings on Wednesdays and during the school holidays from September until the end of June...

Activities: computer workshop, arts and crafts, group games, and according to age: outings, theatre etc.

Different themes are proposed during all the school holidays with the exception to the Christmas holiday.

A summer club is proposed from the 1<sup>st</sup> to the 17<sup>th</sup> July. (Enrolment to do in May).

Various clubs offer extra activities during the Mini-Club: Robotics, chess, karate, These activities are not included in the Mini-Club fees.

## SCHOOL BUS

We provide a bus service to and from school for children who live in Cagnes, Villeneuve Loubet, St Laurent du Var, Promenade des Anglais and in the centre of Nice.

The school bus:

- enables the school to take the children to their sport activities (swimming pool, tennis...),
- enables the teachers to organise outings,
- enables the Mini-club to take the children to their various activities for free and to organise field trips.

## SECURITY

Security is a high priority at our school. All angles of the school are covered by video cameras.

No adult is allowed to enter the school without an appointment (or for a meeting or a celebration) and a badge. Every parent will be given a badge at the beginning of the school year.

## INFORMATIONS - COMMUNICATION

Our Parent/School relationships are based on trust and mutual respect. We welcome parents for celebrations, class projects.

All our information can be found on our site or on our notice boards or by e-mail or instagram.

**Our internet site:** [www.eibnice.fr](http://www.eibnice.fr) will enable you to find useful information about the school life: menus, Baby-Club/Mini-Club activities, photos of special events, the Preschool newsletter...

**On the notice boards:** you will find the weekly menus, general information of upcoming events

**On Instagram :** [eibschoools\\_](#)

### **In your child's school book or "cahier the liaison"**

Toddler and preschool children will each be given a school book, called "cahier de vie" which enables the school/teachers and the family to exchange/share information

The primary children will each be given a "cahier de liaison". It contains a code of good behaviour, slips to fill out in case of absences and general information.

Our team and the principal are available to meet with you on appointment (contact the secretary).

An information meeting takes place in September with the principal and the teachers to give you information about the organisation of the class, the methods, the project...



## PRESCHOOL CURRICULUM

We realise that starting in a new school is a challenging moment for parents and children alike. We pride ourselves in making the integration as smooth and successful for every child.

The teaching team is composed of certified and experienced teachers of different nationalities. The team enjoys an open and positive relationship with the families.

### TODDLER CLASSES

Each month the French and English teachers propose different language, musical, motor skill activities around a monthly theme. These activities are adapted for the very little ones, from the age of two. The children will discover the world of sharing, playing, and growing together in fun and colourful classrooms. Play centres and workshops are part of their daily routine. We respect each child's biological rhythm. We accept children who are not yet potty trained and of course dummies, soft toys.

### PRESCHOOL TO KINDERGARTEN

**We offer each student a warm welcome, in a positive environment that encourages the intellectual, sensory and emotional development of each child.**

The classrooms are cheerful and colourful with play corners and a variety of specialised materials (Montessori), adapted for an active pedagogy, permitting children to learn by playing.

**All the English classes have an interactive white board.**

The French and English teachers also provide the following activities through a monthly theme:

#### Preschool – 3-4 year olds

- Vocabulary, language
- Development of pre-writing skills
- Pre-mathematics – Logic
- Sensorial activities / discovering the world
- Art and music (percussion)
- Development of gross motor skills

#### Pre-Kindergarten (4-5 year olds) and Kindergarten (5-6 years old)

- Early stage reading and writing
- Mathematics
- Technology and science
- Art
- Music (taught in Italian)
- Sport (swimming, gymnastics etc.)

**As from age of 4 :  
Use of a phonetic methods  
For reading  
In French and English  
(Alpha and Jolly Phonics)**

The timetable is organised in the form of revolving workshops of 3-5 children, which allows the child to learn how to work independently.

#### Gross Motor skill activity

The Toddlers and Preschool classes have gross motor skill activities every day.

As from Pre-K level, physical education is taught by a qualified sports teacher once a week.

#### Musical activities

2/3 year olds: music and singing every day in English once a week.

4/5 year olds: singing and piano.

**Every year a new Cultural Project**

#### ASSESSMENT

Before each holiday, students take home their work folders. Assessments are available each trimester either on line for the French teachers from Squirrels to Koalas, or in a folder for the English teachers.



# PRIMARY CLASSES CURRICULUM

As in our Preschool classes, class sizes are limited in order to permit more in-class individualised support.

## Syllabus in French

Reading skills and comprehension  
(Phonetic and syllabic method)  
Writing  
Grammar, Conjugation  
Vocabulary  
Lexical spelling  
Grammatical spelling  
Written Expression  
Poetry



## Human studies

History  
Discovery of the world

## Mathematical Studies: Singapore Method

Reasoning  
Method of Calculation  
Geometry  
The Singapore method is an active method

**Music** / Piano

**Sport:** gymnastics, swimming, tennis etc.

## Syllabus in English

Reading  
Grammar  
Spelling  
Oral Expression  
Written Expression  
Civics / personal development



## Human studies

Geography  
Art

## Science studies

Earth and the Universe  
ICT (from CP)

EVERY YEAR

*A New  
Cultural  
Project*

**NEW**

*All English classes are equipped with an  
interactive whiteboard to enable fun  
and interactive lessons.*

## SPORT ACTIVITIES

We consider that sport is essential:

- to giving a child a good education, to taking responsibility and to becoming independent. Children learn to respect rules, each other and themselves through games. They acquire moral and social values.
- to learning about health issues by getting to know their bodies better, their strengths and weaknesses
- to understanding the importance of security, by taking controlled risks.

A physical education instructor provides a weekly sport lesson. Children benefit from a wide range of activities: athletics, basketball, hockey, swimming lessons and tennis lessons given by state instructors, gymnastics...

## **INFORMATION COMMUNICATION TECHNOLOGY**

At EIB ICT is used as a teaching tool, which permits students to conduct research and do exercises related to the curriculum.

In primary school, laptop computers are used in English class. Students prepare for the B2i with their teacher.

All English classes, from preschool (starting at age 2) to primary, are equipped with an interactive white board.

## **ASSESSMENT**

*A report card is available on line before each school break.*

*-Pedestrian licence*

*-A "citizen booklet" enables each child to develop:*

- *Their sense of rights, duties and responsibilities*
- *As well as assess their behaviour.*

**-International tasting day**

**-International sports day**

## **AFTER SCHOOL STUDY**

CP : from 4.50pm - 5.20pm

CE1: from 5.10pm - 5.45pm

CE2 to CM2 from 5.10pm - 6.ppm

After school study takes place every evening except Wednesdays and the last day before school holidays.

**A parent-teacher information meeting is organised at the beginning of each school year.**

**The principal, Mrs. ROSFELDER-ALHADEFF, is available for any additional questions.**

## **ENROLLMENT PROCEDURE**

We realise that starting in a new school is a challenging moment for parents and children alike. Once the enrollment is completed we pride ourselves in making the integration a success for each child.

For any enrollment request you need to make an appointment with the Principal of the School 04 93 44 75 44 or by email at [nice@eibschools.fr](mailto:nice@eibschools.fr)

The attached enrollment file must be completed accompanied by the requested documents and returned to the Principal.

After a examination of the file and an interview with the family and the child, and depending on the places available, your enrollment will be validated.

If there is a change of information (address, family situation, telephone, etc.), parents must immediately inform us and provide us with the supporting documents.

Enrollments during the school year are possible depending on the places available.

Enrollments for the following school year are admissible from November of the previous year for the toddlers and the preschool section. For the other levels, enrollments will be open from January 15th.

#### Toddlers classes

Children can join toddler class from the age of two, on their birthday and depending on the places available.

#### Primary classes

After examination of the school record or/and assessment, the principal will inform the parents of the decision concerning the child's admission

Documents to provide for any registration request :

- The registration form duly completed, dated and signed by both parents
- Family book or passport
- Health record booklet (vaccinations)
- School record** (for primary classes)
- 1 Photo (passport size)
- Payment of registration fees
- Bank RIB and direct debit authorisation
- Sepa authorisation
- Justification of guardianship or joint custody of child
- Civil liability + physical damage insurance
- Medical certificate certifying pupil's fitness to take part in Sport activities (primary)

## ENROLLMENT FORM

2026 /2027 School Year

- ☐ Chicks    ☐ Rabbits    ☐ Squirrels    ☐ Pandas    ☐ Koalas  
☐ CP    ☐ CE1    ☐ CE2    ☐ CM1    ☐ CM2

Surname and first name of student: .....

I, the undersigned : .....

Acting as legal guardian of,.....

Chosen rate: .....

Mini Club : ☐ Wednesdays& school holidays    ☐ or Wednesdays    ☐ or holidays

Deposit paid : .....

I declare that I have read and agree with school rules and regulations.

Signed in Nice, on (date).....

*Signatures of both parents*

| FRANCE | UK     | USA     | AGE |
|--------|--------|---------|-----|
| CP     | Year 2 | Grade 1 | 6   |
| CE1    | Year 3 | Grade 2 | 7   |
| CE2    | Year 4 | Grade 3 | 8   |
| CM1    | Year 5 | Grade 4 | 9   |
| CM2    | Year 6 | Grade 5 | 10  |

Along with the enrolment form, *please submit the following*

|   | OUI                      | NON                      |
|---|--------------------------|--------------------------|
| Family book or passport                                     | <input type="checkbox"/> | <input type="checkbox"/> |
| Health record booklet (vaccinations)                        | <input type="checkbox"/> | <input type="checkbox"/> |
| School record (for primary classes)                         | <input type="checkbox"/> | <input type="checkbox"/> |
| 1 Photo (passport size)                                     | <input type="checkbox"/> | <input type="checkbox"/> |
| Copies of the IDs of people authorised to pick up the child | <input type="checkbox"/> | <input type="checkbox"/> |
| Payment of registration fees                                | <input type="checkbox"/> | <input type="checkbox"/> |
| Bank RIB and direct debit authorisation                     | <input type="checkbox"/> | <input type="checkbox"/> |
| Sepa authorisation  | <input type="checkbox"/> | <input type="checkbox"/> |
| Justification of guardianship or joint custody of child     | <input type="checkbox"/> | <input type="checkbox"/> |

*At the beginning of the school year:*

- Civil liability + physical damage insurance    ☐    ☐  
 Medical certificate certifying pupil's fitness to take part in Sport activities (primary)    ☐    ☐

## MONTHLY FEES 2026-2027

Tuition fees are annual and fixed. They may nevertheless be paid in ten monthly payments before the third of each month. A 5% discount will apply to annual school tuition paid in full before the 15<sup>th</sup> of September. Being an annual and flat rate there will be no discount during the school year for any reason.

In addition, no discount can be made to compensate for a student's absence. Only school lunch fees can be reimbursed (4 euros per meal) in the case of an absence that lasts more than a week and is justified by a doctor's note. All enrollments made by families living outside the region must be accompanied by a non-refundable deposit equivalent to three months of tuition.

### PRIMARY CLASSES : MONTHLY COST

| PRIMARY<br>MONTHLY PRICE   | TUITION<br>FEES |
|--|-----------------|
| <b>Full Time per Month Includes :</b>  | <b>1005€</b>    |
| • Before/After school care from 07:30 am to 08:30 pm and from 4:00 pm to 6:30 pm | ✓               |
| • General Education  | ✓               |
| • Educational Material   | ✓               |
| • Sports and Motors Activities   | ✓               |
| • Musicals Activities  | ✓               |
| • Study Club   | ✓               |
| • Meals and Snacks   | ✓               |

- Mini-club Wednesday 80 €/month
- Mini-club Holidays 80 €/ month

For this fixed price Wednesday or Holidays , payment must be made each month. Changes can only be made on a quarterly basis.

### OPTION: OCCASIONAL BABY-CLUB / MINI-CLUB:

Day + meal 70 €

### OTHER OPTIONS

Occasional meal 10 €

|   |                   |
|---|-------------------|
| Meal refund                               | 4 €               |
| School transportation morning and evening | 100 € per month   |
| School transportation morning or evening  | 80 € per month    |
| Penalty for picking up child after 6:30pm | 10€ per 5 minutes |
| FLE/ESL                                   | 80 € per month    |

### DISCOUNT ON TUITION FEES ONLY

2 children: -5% off the first child's tuition fees -10% off the second child's tuition fees  
3 children: -15% off the third child's tuition fees.

### ENROLLMENT FEES

The enrollment fees, administrative fees and school supplies fees, which are indicated below, cannot be refunded in any case (except the school supplies fees if there is a cancellation before 15<sup>th</sup> April)

|                |                    |
|----------------|--------------------|
| Enrollment fee | 800 € per children |
|----------------|--------------------|

|                                 |                    |
|---------------------------------|--------------------|
| Re- Enrollment fee first child  | 500 € per children |
| Re- Enrollment fee second child | 450 € per children |

Smock or Uniform fees : please make your order and pay the fees directly to Sofrenchschool. [www.sofrenchschool.com](http://www.sofrenchschool.com).

☐ I declare to have read and to accept all of the conditions mentioned

Signature of both parents, preceded by « Read and Accepted »

At Nice, (date) .....



## INFORMATION FILE 2026 - 2027

PICTURE

### STUDENT

Last and first name .....  
Date and place of birth .....  
Sex: F\_\_ M\_\_ .Nationality .....  
Mother tongue: French English Other .....  
Other languages spoken at home.....  
Address .....  
Last school attended .....  
Brothers and sister (number).....

### FATHER/GUARDIAN ☐ Father ☐ Guardian

Last and first name .....  
Nationality.....  
Address.....  
Mobile tel.....  
Profession .....  
Work address .....  
Work phone number .....  
Email address .....

### MOTHER/GUARDIAN ☐ Mother ☐ Guardian

Last and first name .....  
Nationality.....  
Address .....  
Mobile tel.....  
Profession .....  
Work address .....  
Phone numbers .....  
Email address .....

*Nationalities represented by the family*.....

*Family status:* ☐Married ☐Divorced ☐Separated ☐Cohabiting ☐Widow ☐Single  
Parent ☐PACS

*Child's Guardian (other than parent):* join written proof

Address .....  
Telephone number .....

*Custody arrangement:* ☐YES ☐NO

Details: .....

*People to contact in case parents are not available:*

| Name         | Name         | Name         |
|--------------|--------------|--------------|
| Phone number | Phone number | Phone number |

*People authorised to pick up the child, other than the parents, please specify any restrictions:* (provide a copy of their ID)

.....  
.....  
Civil Liability: .....

Signed in Nice, the .....(date)

*Signature of both parents preceded by "Read and approved"*

## MEDICAL FILE

Last and first name of child: .....

Doctor's name: .....

Health conditions:.....

Specific diet (Provide a medical certificate ) : .....

## AUTHORISATION IN CASE OF ILLNESS OR ACCIDENT

I, the undersigned, .....

Declare :

☐ to authorise Mrs Pascale ROSFELDER-ALHADEFF, or the person in charge, to take all emergency measures including hospitalisation after a doctor's consultation, in case of illness or accident.

☐ to be aware of the following: in case of illness, the fees necessary for treatment of the child are the family's responsibility, the relevant documents pertaining to the fees and the medical file will be addressed to the family.

Signed at Nice, the .....(date)

*Signature of both parents preceded by "Read and approved"*

## FIELD TRIP AUTHORISATION

I, the undersigned, .....

☐ authorise the participation of my child in all field trips organised by the school in the framework of school and extracurricular activities.

I declare to also be aware of the fact that the transportation of children via the school's minibus is offered by the school and that a fee may be required for transportation provided by a third party.

Signed at Nice, the .....

*Signature of both parents, preceded by "Read and approved"*

## PHOTO RELEASE

I the undersigned .....

parent of : .....

☐ Authorise the publication of photos or videos to illustrate pedagogical activities, school outings on the class blog, the school's secured website, the children's portfolios and the class photos.

*Signature of both parents, preceded by "Read and approved."*

# SCHOOL RULES AND REGULATIONS

Student's name .....

*The following regulations must be accepted and signed by the parents.*

## 1- ENROLLMENT – ADMISSION

**IMPORTANT:** *Each enrollment is for the entire school year.*

### 1.1 Preschool classes

The enrollment application, along with the required accompanying documents, are to be returned to the secretary.

After examination of the application, and based on vacancies, the child will be registered.

### 1.2 Primary classes

The child's school record is required, and the certificate of removal from the registry of the previous school attended should be given to the secretary's office. After examination of the school record or/and assessment, the principal will inform the parents of the decision concerning the child's admission. For all changes (address, family situation, telephone number, etc.), parents should immediately inform the school and provide the substantiating documents.

## 2- ENROLLMENT FEES

The enrollment fees, administrative fees, deposit fees and school supplies fees, which are indicated in the annexed table, cannot be refunded, with the exception of the school supplies fees in case of an enrollment cancellation made before the 15 April.

## 3- SCHOOL FEES

Fees for the school year are fixed. A 5% discount is offered if the annual fees are paid before the 15 September. The fees can nevertheless be paid in ten monthly payments before the 3rd day of each month. Being an annual and flat rate, there will be no discount during the school year for any reason.

The fees for the smocks and uniforms must be paid on enrolment, directly to the supplier Sofrenchschools.

In addition, no discount can be made to compensate for a student's absences. Only school lunch fees can be reimbursed (4 euros per meal) in the case of an absence that lasts more than a week and is justified by a medical certificate.

## 4- TERMINATION AND SUSPENSION OF SCHOOL ATTENDANCE

The tuition fees are an annual and flat rate, except in the case of an event that is compelling and unavoidable : death or long-term illness of the child, preventing him or her to attend school, work transfer of parents, forcing them to move to another area. In the event of an epidemic period preventing the child from attending school but with the support of distant learning provided by the teachers, all the tuition fees must be paid, with the exception of canteen and baby-club and mini-club fees. Failure to pay one monthly payment will lead to the cancellation of the contract fifteen days after a formal notice sent by registered mail with acknowledgement of receipt is left unanswered.

Any serious misconduct or disruption of the proper functioning of the school could lead to a temporary suspension or definitive expulsion from the school.

In the case of suspension from class during the school year due to a unilateral decision taken by the school, the school will not be responsible for reimbursing enrolment fees and school fees.

A two-month notice is required in case of departure from the school.

Parents' signatures, preceded by the words "read and approved"

# SCHOOL REGULATION/ SCHOOL LIFE

## ARRIVALS – DEPARTURES TIMES

The school is open from Monday to Friday from 7.30am to 6.30pm.

Lessons begin at 8.30 for primary classes and 8:45 for preschool classes.

**No late arrivals are accepted.**

**Parents cannot enter the school without authorisation and a badge.**

**School hours must be respected.**

## ARRIVAL TIMES

Preschool : 7:30-8.45am

Primary : 7:30-8.30am

## LEAVING MORNING TIMES

Chicks/Rabbits without meal: 11.15

Chicks/Rabbits/Squirrels with meal: 11.45

Pandas/Koalas without meal: 12.00

Primary without meal: 12.30

**Come back : 1.30pm (PK) / CP 1.15pm and CE1 1.25pm**

**CE2-CM1-CM2 1.55pm**

## DEPARTURE

Children cannot leave the school unless they are accompanied by people who regularly pick them up and who have justified their identity.

*No student can remain at school after*

*6.30pm. Excessive lateness will be fined.*

## EVENING LEAVING TIMES

Preschool: from 4.00 to 6.30pm

Primary: from **4.50pm to 5.10pm** or from **5.45pm** after study CP/CE1 // **6.00pm** after study CE2/CM1/CM2

## BABY-CLUB / MINI-CLUB TIMES

**Morning arrival time:** from 7.30 to 9am

Morning leaving time:

**2-3 year olds without lunch:** 11.20 / with lunch 12.00 (return time 2pm)

**4/5 year olds and primary without lunch:** 12.00

*Evening leaving time: from 4.30 to 6.30pm*

## RECEPTION OF STUDENTS - HEALTH - HYGIENE

Children should arrive dressed suitably and in good health.

If a child is ill during the school day, the parents will be notified and he or she will be removed from class until the arrival of the parents.

No child will be accepted at school if he or she has fever.

The doctor could be called if necessary.

In the case of a serious lack of hygiene, the child may face being sent home.

## SCHOOL MEALS

Mealtimes should be a friendly moment. Students are expected to enter the lunchroom calmly and speak at a low volume.

We provide meals and snacks. The menus are posted each week on our site [www.eibnice.fr](http://www.eibnice.fr).

Our cook prepares daily healthy and well balanced meals.

Special diets can be catered for but on doctors' orders so you need to provide a medical certificate.

Children are not allowed to bring sweets or snacks to school.

## PERSONAL BELONGINGS

The school is not responsible for loss or damage of personal belongings. We highly recommend you keep **all objects** of value at home and to mark all clothes with your child's name.

Toys, sweets, mobile phones are not allowed at school, in order to avoid conflict.

## AFTER SCHOOL STUDY

Places are limited and parents should enroll their child at the beginning of the school year. Students must attend regularly or they will lose their place. After School Study should take place in a calm environment; students must not bother their classmates.

*Parents must wait until the end of study period before picking up their children.*

## SCHOOL RULES / PRESCHOOL CLASSES

### SUPPLIES – PERSONAL ITEMS

The school provides a little bag marked with the child's name. This allows each child to organise their belongings on the coat rack.

**No dungarees, leotards or shoes with laces are allowed.**

For each child, please provide:

- ✓ 1 blanket or duvet for naptime (2-3 years)
- ✓ Cleansing wipes ( to renew each month )
- ✓ A smock

All items should be marked with the student's name.

Sheets for naptime and napkins will be provided and cleaned by the school.

### SMOCKS

Smocks are obligatory: each child should arrive in the morning with their smock on.

CHICKS yellow - RABBITS orange - SQUIRRELS red - PANDAS green - KOALAS blue

Smocks must be ordered before April, the 15<sup>th</sup> : [www.sofrenchschool.com](http://www.sofrenchschool.com).

For your child's nap, do not forget to provide a dummy/pacifier and/or a stuffed toy (if your child needs one to sleep). Dummies/Pacifiers should be stored in a plastic box.

**All items should be marked with the child's name.**

### TIMETABLES

Class timetables will be handed out in September.

### GROSS MOTOR SKILL ACTIVITY/ PHYSICAL EDUCATION

The Toddlers and Preschool classes have gross motor skill activities every day.

As from Pre-K level (age 4), physical education is taught by a qualified sports teacher and an adequate outfit is required. A timetable will be handed out.

### PARENT-TEACHER CONTACT BOOK (Cahier de vie)

A parent-teacher contact book (cahier de vie) will be taken home each Friday and returned to school on Monday morning.

### ASSESSMENT

Your child's work will be handed out before each school holidays. The student's assessment will be given to you each trimester on line for the French teacher and in a folder for the English teachers.

## SCHOOL RULES / PRIMARY CLASSES

At the EIB Nice, we make sure that our students are happy and respectful of each other.

We provide a code of good conduct, which lists the student's responsibilities and their rights so that students can apply the rules of courtesy and respect in order to "live together peacefully".

Before each school holiday, primary students fill in a self-assessment of their behaviour.

The lack of good behaviour or work habits will result in a verbal or written warning noted in the Communication book. Following three written warnings, the child will be suspended from school for a certain length of time or expelled.

This decision is taken by the Principal.

### PRIMAIRY UNIFORM

The school Uniform is obligatory and students must follow the dress code, blue and white.

The Uniform Pack must be ordered to [www.sofrenchschool.com](http://www.sofrenchschool.com).

All clothes must be marked with the child's name. Jewellery are not allowed.



## SCHOOL SUPPLIES

A list of stationery will be provided at the beginning of the school year; all books are provided by the school. Books are to be covered at home. Parents will be fined for books that are damaged or lost.

## SPORT

A medical certificate stating aptitude to practise all sports is OBLIGATORY.

A timetable will be provided at the beginning of the school year to inform you when the sport classes will take place so that your child can come suitably dressed for sports.

## ASSESSMENT – SCHOOL WORK

Parents are invited to frequently consult their child's work and to sign all notebooks at the end of the week. The assessment report card will be posted on line before each school holiday.

## INFORMATION – COMMUNICATION

**An information meeting is held at the beginning of each school year.**

Parents are informed of methods, projects, as well as the organisation of work in each class.

Parents can keep regular contact with teachers by requesting a meeting via email or using the parent-teacher contact book.

The parent-teacher contact book assures a constant contact between the family and the school.

It should be checked and signed by parents. Students must always have it in their possession.

All important information will be communicated by email.

## DEPARTURE

Children cannot leave the school unless they are accompanied by people who regularly pick them up and who can justify their identity.

*No student can remain at school after 18.30. Excessive lateness will be fined.*

## RECEPTION OF PARENTS

The principal, Mrs. Pascale ROSFELDER-ALHADEFF, is available and receives parents by appointment only.

Signed in Nice on .....

*Signature of both parents preceded by "Read and approved"*



### PROTECTION OF PERSONAL DATA RGPD :

In the context of respect for private life and protection of personal data, the information concerning you and your child are subject to a treatment of confidentiality, for:

- opening an email account
- a work platform or storage
- the placing of photos or videos online
- a register
- an audit trail
- the publication of sensitive data concerning the school canteen or health issues
- the establishment of assessments (Livreval)

The school has the obligation to transfer certain information to bodies of guardianship, by decree n°2018047.

The personal information that you give the school is subject to a treatment of confidentiality by Mrs Rosfelder and her assistant Mrs Girardot as mentioned above.

The recipients of this data are: The limited liability company EIB, and the limited liability company Nice PE Gambetta. The length of data retention is of 5 years. You benefit of a right of access, and correction, and to give a time limit to block/erase data. You can oppose the processing of your personal data and you have the right to withdraw your consent at any given time by contacting Mrs Rosfelder- Principal of the International bilingual school "Pain d'Epice". You have the possibility of submitting a complaint to a control authority.

Signed in Nice on .....

*Signature of both parents preceded by "Read and approved"*

### HOW DID YOU HEAR ABOUT US ?

- ☐ Social Media
- ☐ Word to mouth
- ☐ Internet