



(Grund) Schule in Northeim

von Eltern für Eltern

Everything you should know
about School

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Preface

Dear Parents,

Your child will be going to school soon and many things will be different from what they were before. You want your child to be successful and to get a good job here.

For that, your child needs a good school leaving certificate. You can help your child to reach that goal.

Teachers are pleased when parents show an interest in the school and take part in parent evenings.

It isn't a problem if your German isn't very good.

But you can support your child in learning by getting involved as a parent.

This brochure is meant to help you accompany and guide your child through school in Germany. You can read it together!

Have fun!

The editing team

Important Data

The name of your child:

My child attends class: _____

The name of the class teacher: _____

The teacher's phone number: _____

The address of the school: _____

The school's website address: _____

The telephone number of the school: _____

The name of the headmistress or headmaster:

The names of the parents' representatives:

1. parents' representatives: _____

2. parents' representatives: _____

Other important information:

Information for Primary Schools



Martin-Luther-Schule

Headmistress: Frau Kamrowski,

Deputy Head: Frau Baak

Admin: Frau Hackbarth

Wilhelmstraße 11

37154 Northeim

Telefon: 05551-2561

sekretariat@martin-luther-schule.de

www.martin-luther-schule-northeim.de



Astrid-Lindgren-Schule

Headmistress: Frau Meyer

Admin: Herr Fahlbusch

Hans-Holbein-Str. 15

37154 Northeim

Telefon: 05551-66202

Astrid-Lindgren-Schule.NOM@t-online.de

www.als-northeim.de

After School Centres

There is an After School Centre in Martin Luther Schule and one next to Astrid Lindgren Schule. Children can have a cooked lunch there and do their homework under supervision. Then they can play with other children, paint, do handicrafts and so on. Many After School Centres are open during school holidays.

If you want your child to attend such a Centre, you will have to register him/her at the After School Centre and pay the fees.

Kinderhort Mitte

Head: Barbara Brüser-Becker

Wilhelmstraße 11, 37154 Northeim

Telefon: 05551-9084039

E-Mail: hort-mitte@verwaltung-Northeim.de

Kindertagesstätte/Hort Hans-Holbein-Straße

Head: Cornelia Heinrichs

Hans-Holbein-Straße 14, 37154 Northeim

Telefon: 05551-2537

E-Mail: hort-sued@verwaltung-Northeim.de

Information for Primary Schools



Schule am Sultmer

Headmistress: Frau Kulp-Wahmke
Admin: Frau Kolberg
Heinrich-Schütz-Str. 18
37154 Northeim
Telefon: 05551-52019

SultmerSchule@t-online.de
www.sultmerschule.de



Regenbogenschule Höckelheim

Headmistress: Frau Posner-Rehkopf
Admin: Frau Stannek
An der Schule 12
37154 Northeim, OT: Höckelheim
Telefon: 05551-67455

gshoeckelheim@t-online.de
www.grundschule-hoeckelheim.de



Kardinal-Bertram-Schule

Headmistress: Frau Wagner
Admin: Herr Fahlbusch
Holbornstraße 3
37154 Northeim, OT: Sudheim
Telefon: 05551-2741

info@kardinal-bertram-schule.de
www.kbs-northeim.de



Schule im Kirchtal

Headmaster: Herr Bader
Admin: Frau Leubner
Über dem Dorfe 9
37154 Northeim,
OT: Langenholtensen
Telefon: 05551-5674

sekretariat@schule-im-kirchtal.de
www.schule-im-kirchtal.de

„Reliable“ Primary School and All Day School

Reliable Primary School

All Primary Schools in Northeim are so-called “Reliable” Primary Schools. This means that children will be looked after in school for at least 5 hours every day,

For example:
from 7:45 to 12:45 or
from 8:15 to 13:15.

This applies from Monday to Friday, even if teachers are on sickleave. During those hours parents can work or go shopping without worrying that their child comes home early and finds nobody at home.

All Day School

All Northeim primary schools are also “All Day” Primary Schools. This means that the children can stay at school until the afternoon, have lunch there and can do their homework. After homework many activities are on offer like sports, music, handicrafts etc. which the schools organize in co-operation with sports clubs, music schools and other partners.

If your child wants to participate in the afternoon activities, you have to register him or her.



All Day and Holiday Care offered by “Johanniter”

Together with “Johanniter” the city of Northeim offers All Day and Holiday Care at Schule am Sultmer.

Parents may register their child for the complete program or for individual units.

Children from other primary schools can be driven to Schule am Sultmer free of charge.

More holiday activities by the city of Northeim are organized by Kinder- und Jugendkulturzentrum Alte Brauerei (see page 31).

Monday to Thursday:
3:30 p.m. – 5 p.m.

Friday
1:00 p.m. to 4:30 p.m

on holiday:
8:00 a.m.- 4:00 p.m.

Contact:
Bernward Kellner
Tel. 05551-988610

www.johanniter.de/northeim/schuelerbetreuung

School System

Grundschule:

All children attend primary school for 4 years.
 In the fourth class teachers will speak with the parents about what type of secondary school will be the best for the child.
 On an Open House Day parents and children can get an impression of the new schools. The parents decide themselves and register their child.

The Secondary Schools are:

Haupt- und Realschule:

The Hauptschule runs from the 5th class to the 9th or 10th class.
 With a School Leaving Certificate from a Hauptschule one can apply for professional training. The Realschule ends after the 10th class.
 With a School Leaving Certificate from a Realschule students can apply for professional training or go on to a technical college.

Oberschule:

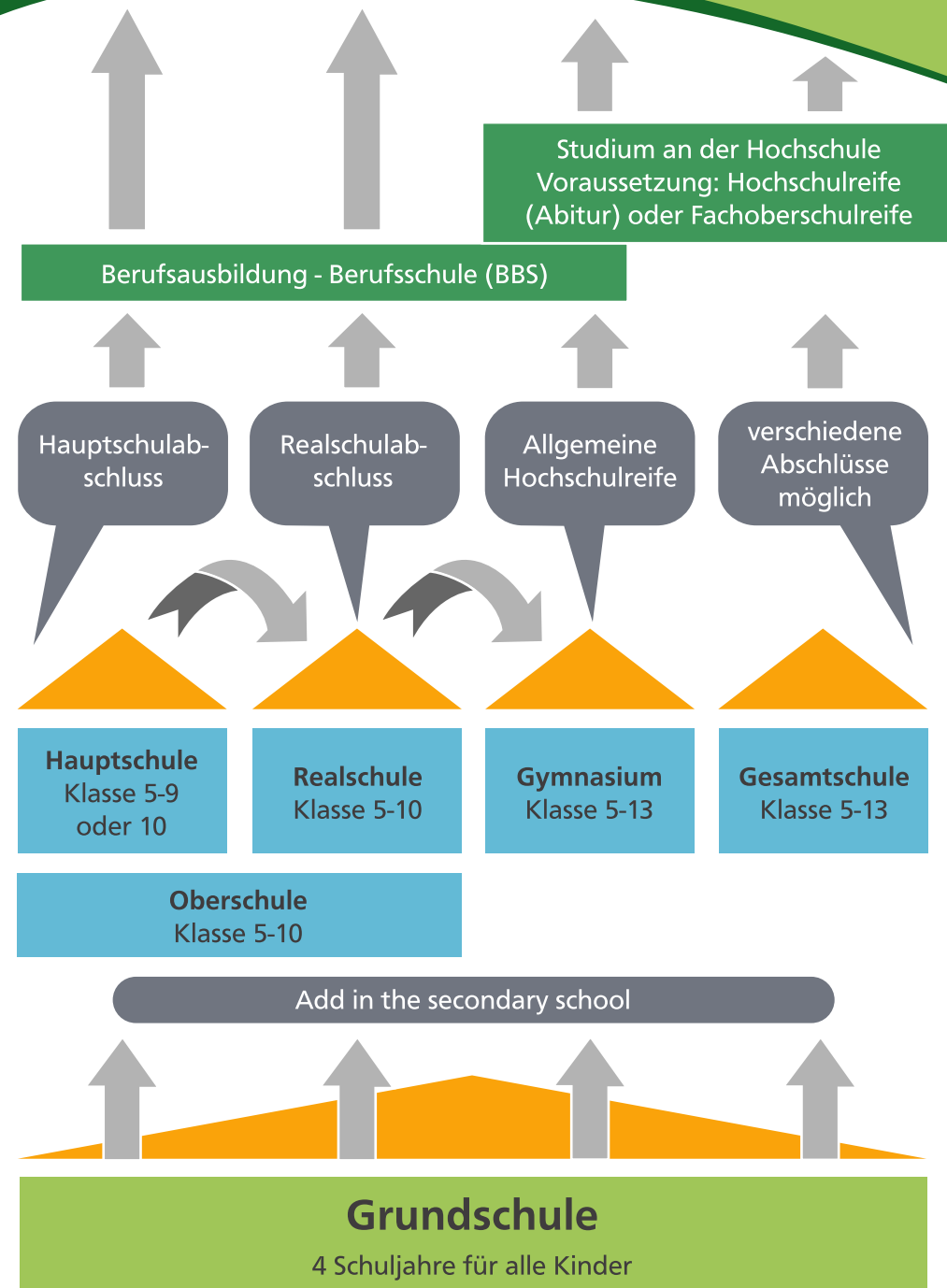
Oberschule combines the Hauptschule and Realschule and runs to the 10th class.

Gymnasium:

The Gymnasium runs to the 13th class.
 With a School Leaving Certificate from a Gymnasium you can study at a tertiary institution like a university or technical college.

Gesamtschule:

The Gesamtschule combines all three types of school under one roof. It offers all three types of School Leaving Certificates.



Written class test – marks – school report

Many subjects like German, maths etc. have regular class tests. The tests show whether your child has understood what has been taught.

From the third class each class test is marked. The best mark is 1, the worst is 6.

In the first and second classes children get a written evaluation. From the third class the students receive a school report twice a year with marks for each subject. The class teacher will get in touch with you in case your child has difficulties getting transferred to the next class.

Marks:

- 1 very good
- 2 good
- 3 satisfactory
- 4 passed
- 5 poor
- 6 unsatisfactory



Satchel and school breakfast



Your child should have a study satchel throughout his or her primary school years.

You will find a wide range of satchels in supermarkets, stationery shops or chemists.

You might also be able to find a used satchel with pencil case and sports gear at your school. Ask about this in the Administration Office.

Pack the satchel only with things needed for the following day to protect your child's back.

Important:

Don't forget to put a snack, bits of fruit or vegetables and a drink into the satchel for the break.

Sweets are not suitable!



Your child is ill?

If your child is sick, she or he should stay at home. But you must inform the school first thing in the morning by telephone.

If your child has an infectious illness like measles, rubella or lice, please inform the school immediately!

If your child has an accident at school or gets sick, the school will ring you. Therefore the school must always have your current telephone number.



The telephone conversation with the school:

Guten Morgen, mein Name ist _____.

Ich bin die Mutter/der Vater von _____.

Mein Kind geht in die Klasse _____.

Die Klassenlehrerin ist Frau _____.

Der Klassenlehrer ist Herr _____.

Mein Kind kann heute nicht zur Schule kommen, es ist krank.

Vielen Dank. Auf Wiederhören.

Letter of apology

When your child is healthy again and back at school, she or he has to bring a letter of apology, explaining why he/she was absent, for example like this:

Northeim, den _____

Sehr geehrte/r Frau/ Herr _____.

mein Kind _____

konnte am _____ / *vom* _____ *bis* _____

nicht zur Schule kommen, weil es krank war. _____

Bitte entschuldigen Sie sein/ihr Fehlen. _____

Mit freundlichen Grüßen, _____

Homework

The idea of homework is to repeat what the children have learned at school. For this many classes use special exercise books. Your child needs a quiet place for doing her/his homework without the TV or the computer running.

IMPORTANT:

- Let your child work independently.
- Help only when needed.
- It's a good idea to set fixed times for homework.
- Ask your child to show you the written homework.



Homework assistance

If your child often finds homework difficult, talk to the class teacher. There are many ways of supporting your child.

All Day Schools supervise homework after lunch.



The CVJM Northeim offers Tuesday and Thursday free lunch and homework assistance:

Hagenstr. 12 • Tel. 05551-4271
www.cvjm-northeim.de

The Cafe Dialog

also offers homework assistance.

Von-Menzel-Str. 2 • Tel. 05551-5894690
www.cafedialognortheim.de

Also being offered by Werk-statt-Schule

is individual coaching and homework assistance

Friedrich-Ebert-Wall 1 • Tel. 05551-97880
www.werk-statt-schule.de

Several institutions in Northeim offer private lessons for school children. If you receive social benefits from Jobcenter or Sozialamt, you can apply for support.

Talk with a teacher

If your child has a problem, it's always a good idea to talk to his or her teacher. Problems might include the following:

- My child cannot see/hear well.
- My child finds his/her homework difficult.
- My child gets bad marks.
- My child doesn't get along with other students/children.

How can I contact the teacher?

You can write a note into your child's exercise book and ask for an appointment.

You can ring the school admin or the teacher.



You can say this:

Hallo, Frau/Herr _____

Hier ist Frau/ Herr _____

Ich bin die Mutter/der Vater von

Ich möchte mit Ihnen über mein Kind sprechen.

Wann haben Sie Zeit?

... what if you don't understand what the teacher is saying?

Entschuldigung, ich kann nicht so gut Deutsch.

Bitte sprechen Sie ein bisschen langsamer.



Parents' evening

Parents' Evenings are organized at least twice a year for each class. The class teacher and sometimes other teachers are present to talk about important issues with the parents.

For example:

- How do the kids learn how to read in the first class?
- How long should homework last?
- Do we want to organize a class party together?
- Which school can the kids go to after the fourth class?

At a parents' evening you will get to know the other parents of your child's class. It is very important that you go to these meetings, even if your German is not very good.



Parents' Day

In Germany it is normal for parents and teachers to talk about school matters. At least once a year there is a Parents' Day. Parents can talk about their child with the teachers on a one-to-one basis. In the parents' folder you will find a letter to make an appointment. You will then be given an appointment. The meeting takes about 10-15 Minutes. In the meeting you can ask the teacher questions about your child.

For example:

- „Is my child active in class?“
- „How does she/he do in maths?“
- „How can I help my son/daughter?“

If you are unable to come to the appointment, please let the teacher know.



Mother Tongue

Which language should we speak at home? Our mother tongue? German?

Young children have to learn one language correctly first. At home you should speak your own language with your child. He or she needs to feel secure in his or her own language.

Young children learn a new language very quickly. So you should send your child to Kindergarten early, so he or she can learn German well. It will help them being successful at school! That will make things at school much easier. Let your children be your teachers! Ask them "What does this or that mean in German?" Your interest will motivate your kids. For children, who don't speak German well, there are special classes called „German as a Second Language“. There, teachers practise the language with children in small groups.

Religious instruction and religious holidays

Religious instruction

As well as catholic and protestant religious instruction, some schools also offer islamic religious instruction.

Please ask at your primary school.



Dezember

S	M	D	M	D	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

Religious holidays

Children from non-Christian families are allowed to stay away from school for one day of important religious holidays, for example the first day of Eid al-Fitr (end of Ramadan fasting) or the first day of Eid al-Adha (the Sacrifice Feast).

If you want your child to be absent from school, you must ask permission from the school beforehand.

Financial support through the BuT programme

If you receive social benefits or benefits for asylum seekers you are eligible for refund of the following costs:

- school excursions, class trips
- books, exercise books
- extra lessons, support with homework
- grant for school lunches
- fees for sports clubs, music instruction etc.
- transport to school

In order to receive such grants, you have to apply in writing. Forms are available from schools, the Jobcenter or the Landkreis. You can ask for help with completing the form.



Social work at schools

Some schools have a special social worker who parents can turn to

- ▶ for questions, suggestions or ideas related to everyday school life
- ▶ for educational questions regarding their child
- ▶ for help with applying for the BuT programme of the Jobcenter
- ▶ for suggestions regarding school projects or courses for parents



The social worker will offer

- counselling
- making contact with relevant institutions, German classes etc.
- assistance with official formalities
- visits at your home

Your children may also turn to the social worker for help. Ask the class teacher or the school administration whether the school has a social worker.

Parental involvement in the school

Parents should get involved in school affairs.
School can be successful only when parents co-operate.
Only together can the school succeed.
Think about whether you would like to take on an activity!

Parents' Representation

On the first parents' evening in the first class parents choose representatives. They represent the interests of the parents.
All parents of the class can turn to those representatives with questions, ideas or problems. After two years (if not earlier) parent representatives will be chosen again, i.e. on the first parents' evening of the third class.

School Parents' Council

All parents representatives together form the Parents' Council.
The School Parents' Council discusses all the important issues of school life with the headmaster/head mistress. Here, too, questions, problems, ideas can be put forward.

The School Board

The role of the Board is to improve the performance of the school.
It consists of parents, teachers and the headmaster/headmistress.
The Board makes decisions about important things, such as where the school's money should be spent.
The Board can also make suggestions about the school programme.

The Migrant Parents' Network of Niedersachsen offers a lot of information about school and child guidance on their homepage:
www.men-nds.de

Playing and Learning

Children can learn a lot and have fun while playing. They gather valuable experience. The Website www.spielen-macht-schule.de informs you about recommendable certified games.

Too much time in front of the TV or computer makes your child nervous and unconcentrated. But you should not completely ban these media.

This is important:

- Do not leave the TV on in the background
- The TV should be switched off before school, before bedtime and during meals.
- Clear rules are helpful: Put down clearly, what and how long your child is allowed to watch.

Recommended TV and computer time per day:

Kids from 6 to 9
...60 minutes max.

Kids from 10 to 13
...90 minutes max.



Reading

Reading aloud helps...

When Mum and Dad, Grandpa or Grandma read out stories or fairy tales to your child – in your mother tongue or in German - it will improve their learning.

...reading on your own helps, too

Reading is extremely important for school kids. They learn how to spell words correctly and how a story is built up. So they learn how to write themselves.

Borrowing books

Where can we get books?

- In the class room or the school library
- In the Media Center



Media Centre

First Mum or Dad have to register their child. They need to bring their passport.

The Media Center has lots of books, films and games.

You can also borrow music or audio books. They also have books in languages other than German.

If you are looking for something special, you can always ask. The media librarian likes to help.



Opening hours

Monday:	8:30 - 1pm and 2pm – 4:30 pm
Tuesday:	8:30 - 1pm and 2pm – 4:30 pm Closed on Wednesdays
Thursday:	8:30 am – 1 pm and 2 pm – 6 pm (4:30 pm during school holidays)
Friday:	8:30 - 1pm and 2pm – 4:30 pm

Medenheimer Straße 15 • Telefon: 05551-986 660
Internet: www.medienzentrum-northeim.de

Leisure time and family

Being in the fresh air is the best pastime. Spend time together with your family.

Places to go in Northeim – parents' suggestions

You can go swimming, windsurfing, sailing and fishing on the Northeim Kiessee.

The restaurant „Seeterrassen“ hire out pedalling boats. Seeterrassen Northeim, Am Nordhafen 1, Tel. 05551-54555

<http://www.northeim.de/wohnen-freizeit/northeimer-seenplatte.html>



Northeim offers a number of public playgrounds. The one at “Brunkelskamp” is one of the largest playgrounds in Northeim with a great variety of equipment like a big climbing frame, several swings, seesaws and slides, as well as table tennis equipment and a football

field. The playground and the toilets are clean and well kept. There is enough seating for parents as well as a car park. Vogts Teich in Südstadt is another playground area.

<http://www.northeim.de/wohnen-freizeit.html>

has information on hiking, bike riding, swimming etc.

... or Northeim Touristik in Reddersen Haus offers maps free of charge.

Reddersen-Haus

Am Münster 6
37154 Northeim
Telefon: 05551-913066
Telefax: 05551-913067
info@northeim-touristik.de



Opening hours

Monday, Tuesday, Thursday, Friday:

10 am to 12 noon, 2:30 pm to 4:30 pm

Wednesday: 10 am to 1 pm

Saturday: 10 am to 1 pm

Activities offered by the Kinder- und Jugendkulturzentrum „Alte Brauerei“

Holiday's fun

Every year during the summer holidays Alte Brauerei offers a huge range of activities. Up to 200 kids between 6 and 13 can take part in a holiday programme full of games and fun. Over 80 events in co-operation with various institutions and clubs keep kids occupied during the holidays.

The pre-sales for the Holiday Pass start well before the summer holidays. It costs € 30,00 per child and € 25,00 for every sibling. Concession prices are available.

Among other activities, the Holiday Pass offers

gliding, sailing, handicraft, archery, cooking, day trips, Judo, football, karate, snorkeling, handball, horse riding, flea market, and lots more

Holiday childcare

During all school holidays Alte Brauerei offers one week of childcare for children at the age of 6 – to 12 years. It begins with mutual breakfast at 8 o'clock and lasts till 4 pm. The week costs between € 50 and € 70. 22 kids can be admitted.

Kids' afternoons

During school time Alte Brauerei offers kids' afternoons on Wednesdays and Thursdays from 3 to 6:30 pm. It comprises handicraft, cooking and lots more and costs between € 2 and € 5. Children have to be registered.

This is where you can find more information:

Kinder- und Jugendkulturzentrum „Alte Brauerei“

Schaupenstiel 20 • 37154 Northeim • Telefon: 05551-2610

<http://www.northeim.de/familie-bildung/kinder-und-jugendkulturzentrum>



Activities for kids

„Die Stadtmacher - Wir für euch in Northeim“ offer lots of leisure activities.

Since 2014 more than 50 clubs and institutions in Northeim have been co-operating in a network called „Die Stadtmacher“.

On the homepage of „Stadtmacher“ you will discover lots of activities offered by clubs, societies etc. as to how children in Northeim can spend their leisure time, do sports, play music etc.



For more information: On the internet: www.stadtmacher-nom.de as well as in their brochure which is available at the Alte Brauerei (s. 31).

How can I ask:

- Mein Kind möchte schwimmen / turnen / Trampolin springen / tanzen
- Es ist ____ Jahre alt.
- Wann findet das statt?
- Was kostet das?

Migration Council in Northeim

Since November 2016 the City of Northeim has a Migration Council. It deals with all issues regarding migration. As a link between all citizens of Northeim, it aims at strengthening social cohesion and ensuring everybody's fair participation in social life.

The Council represents the interests of migrant citizens living in Northeim. It advises political institutions and develops integration projects with the relevant authorities.



The Council represents the interests of migrant citizens living in Northeim. It advises political institutions and develops integration projects with the relevant authorities.

The meetings of Migration Council are public.

Contact in the Town Hall:

Anja Lustig • Scharnhorstplatz 1 • 37154 Northeim
Tel. 05551-966-331 • E-Mail: Lustig@Northeim.de

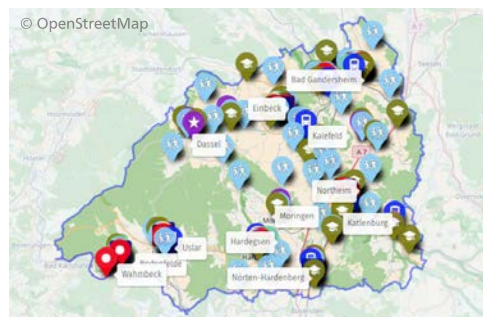
For more information:

<https://northeim.more-rubin1.de/gremien.php>
<http://www.northeim.de/familie-bildung/migrationsrat.html>

Counselling centres

Map of migrant centres throughout the Landkreis Northeim.

Internet Map of Northeim with supporting institutions for migrants and refugees. You can click on the various spots to get information.



http://umap.openstreetmap.fr/de/map/integrationskarte-landkreis-northeim_74595#13/51.7466/10.0200

Café Dialog

(der Werk-statt-Schule)
Von-Menzel-Str. 2
Tel. 05551-5894690
www.cafedialognortheim.de

integration counselling
women's meeting point

Werk-statt-Schule e.V.

Friedrich-Ebert-Wall 1
Tel. 05551-97880
www.werk-statt-schule.de

integration counselling

Diakonisches Werk

Teichstr. 18
Tel. 05551-2439
www.diakonie-leine-solling.de

debt and social counselling

Caritas-Familienbüro

Breiter Weg 2
Tel. 05551-911770
www.caritasverband-northeim.de

social counselling
debt counselling
pregnancy counselling
second hand textiles

Anlaufstelle Frühe Hilfen

Entenmarkt 3-4
Tel. 05551-9082642
www.kinderschutzbund-northeim.de

pregnancy counselling
parenthood counselling

Pro Familia

Entenmarkt 3
Tel. 05551-9082190
<http://www.profamilia.de>

pregnancy counselling
social and family law

Erziehungsberatungsstelle

Wallstr. 40
Tel. 05551-62008
www.landkreis-northeim.de

child guidance

AWO Northeim

Am Entenmarkt 3-4
Tel. 05551-8072
www.awo-northeim.de

social counselling
debt counselling
second hand shop

Also you will find valuable information on:
www.sozialadressbuch.de, on the Internet sites of the administrative district Northeim: www.landkreis-northeim.de and the city of Northeim: www.northeim.de/familie-bildung/fluechtlinge-northeim-hilft.html

German language classes in Northeim

DAA

Scharnhorstplatz 7
Tel. 05551-9080300
www.daa-suedniedersachsen.de

Kreisvolkshochschule

Wallstr. 40
Tel. 05551-919525
www.kvhs-northeim.de

Werk-statt-Schule e.V.

Friedrich-Ebert-Wall 1
Tel. 05551-97880
www.werk-statt-schule.de

Deutsch für Alle e.V.

Mauerstr. 42
Tel. 0152-010 458 56
www.dfa-mentor-northeim.de

LEB Northeim e.V.

Göttinger Str. 31
Tel. 05551-908050
www.goettingen.leb-niedersachsen.de

Caritas

Breiter Weg 2
Tel. 05551-911770
www.caritasverband-northeim.de

A&A

Am Ützenbrook 2
Tel. 05551-9952309
www.aundaplus.de

Please enquire with the language providers about their range of classes!

Checklist for Parents

Important Data:

Telephone number of school: _____

Class teacher

Name: _____

Telephone: _____

This I should check regularly:



Is there a drink in the satchel?

Is there a breakfast in the satchel?

Does the parents' file contain important information from school?

Have I perused the exercise books for homework?

Is the pencil case complete?

(pens, ruler, eraser..)

Are the books for the various subjects in the satchel?

Do we have the current class timetable?

Is the gym bag complete?

Does the school have our current phone numbers?

Checklist for Parents (please remove and place well visible)



Gefördert vom



Bundesministerium
für Familie, Senioren, Frauen
und Jugend

im Rahmen des Bundesprogramms

Demokratie **leben!**



Klosterkammer
Hannover



Niedersächsische
LOTTO-SPORT-STIFTUNG
Bewegen · Integrieren · Fördern