

The Communication Notebook

(« Cahier de communication »)

This **Communication Notebook** is an information exchange tool between the school and the family.

Teachers can write in school information, in particular about classroom activities or announcements of special events. Parents are regularly provided with documents showing the pupil's work which they should look at (files, exercise books, etc.). They are identified in the section called « Documents en consultation jusqu'au __ » (Documents for your perusal until __).

Kindergarten pupils do not get homework.

Parents must sign the Communication Notebook each week to acknowledge that they have read it. There is a space for their comments. It can be used freely by the parents and the pupil, and is a way to pass on information to the teachers, to ask questions, to inform about an event in the family, etc.

Particular attention should be paid to the kind and nature of observations written in the Communication Notebook. Direct dialogue enables the most complete and precise communication regarding the pupil's school life. Parents and teachers may ask for a meeting at any time. The request can be made under the section called « Demande d'entretien » (Request for a meeting).

Other opportunities for the family to find out about what is happening at school also exist, in particular general information meetings.

Each class or school is entitled to set up their own rules for community life, in accordance with the Law on Mandatory Schooling and its Implementation Regulations. Those rules are found on pages 8 and 9 (« Les règles de vie »).

Justification of absence and request for time off school (« Justification d'absence et demande de congé »)

On page 98 and following, you will find the conditions governing absences and individual leaves of absence for pupils, together with the forms to be used to justify absences and request leave of absence.