



# State School Board

## for the Aichach-Friedberg borough



### Information on schooling in Bavaria

Aichach, September 2019

Dear parents,

below is important information for you:

#### Compulsory schooling

- All children from the age of 6 must attend school every day - even during Ramadan. Participation in mandatory school events is obligatory.
- If your **child** is **ill** and cannot attend school, please call the school by 8:00 at the latest to register them as ill.
- Your child is insured against accidents in school and on their way to and from school.
- If your child has an important appointment, e.g. with a doctor or government body, please register this with the school administration in good time. Please write a short letter to the school administration!  
Please try to arrange medical appointments outside lesson times.

#### School things

- The school lends schoolbooks to pupils. These should be bound, carefully handled and returned at the end of the school year or upon leaving the school.
- All other school things (writing materials, exercise books...) are to be provided by parents.
- Pupils must bring their things into school every day.

#### Homework

All pupils must do their homework.

#### Parental obligations

Parents take part in school life.

- Checking that homework is complete
- Carefully reading and signing parent information
- Reliably attending appointments (e.g. parents' evening)
- Accepting invitations to and reliably attending parent meetings

#### Sport and swimming lessons

- **Sport and swimming lessons** are mandatory for boys and girls. Please make sure that your child regularly takes part.
- **Jewellery and watches** are **taken off** before sport lessons so that your child cannot injure him/herself during the sport or swimming lesson.

#### Bans

- Mobile phones must be turned off and kept in your child's school bag. If your child uses their phone during school, the teachers will be allowed to confiscate their phone.
- Smoking is not permitted in school, on school grounds or on the way to and from school.

#### Conduct

Teachers expect:

- Polite behaviour
- Respect, especially towards teachers
- Peaceful treatment of pupils
- Interest in learning
- Punctuality

Please use the opportunity to **speak with teachers** regularly.

We hope your child enjoys and does well at school.

Best wishes,

Ingrid Hillenbrand (Education authority director)

Carola Zankl (Education authority director)

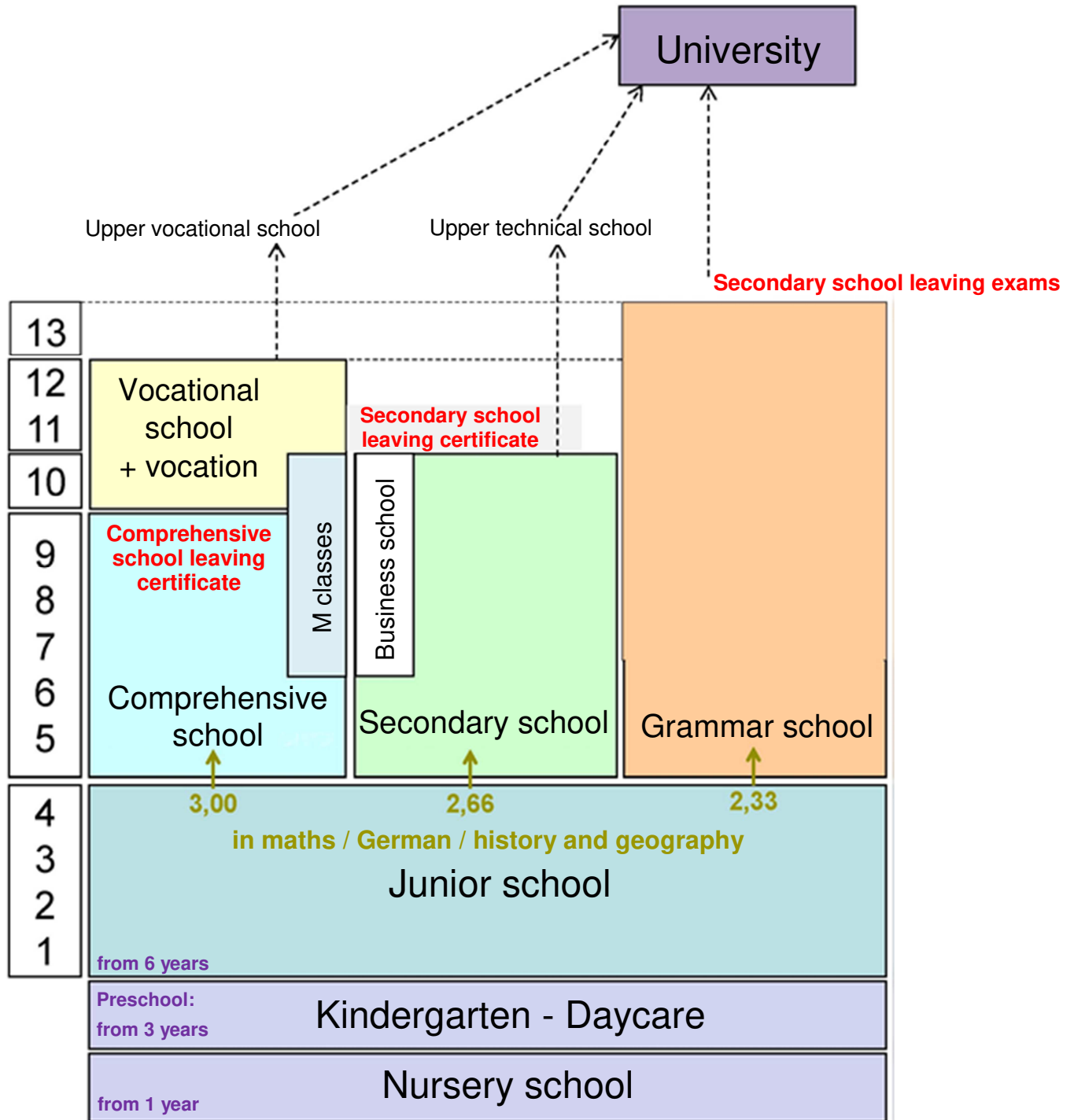
Claudia Genswürger (Education authority director)



# State School Board for the Aichach-Friedberg borough



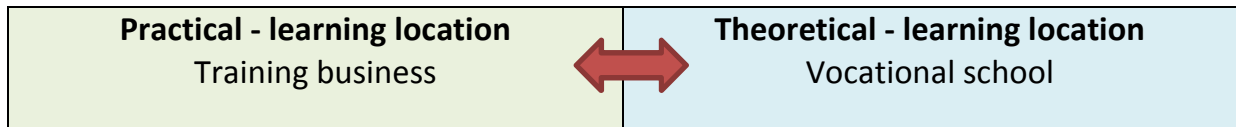
## Information on schooling in Bavaria



## Information on vocational training

### Dual education

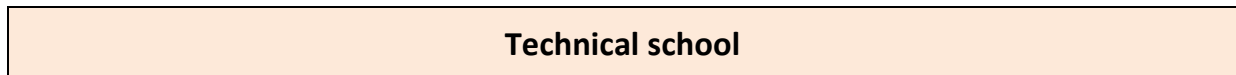
Training is split up into two categories. It takes place in business as well as vocational school.




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### Vocational education

Education takes place at a vocational school, i.e. pupils have full-time lessons.



 Training takes 2-3.5 years.

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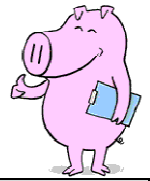
### Secondary school leaving certificate

Requirements:

- Vocational school certificate with an average of 3.00 or above
- Completed vocational training
- Proof of English skills to the standard of at least five years of English lessons - grade 4 or better



## Tips for a successful start at the Wittelsbacher Land vocational school



### Illness

- Tell the secretary from 7:45am.  
(Tel: 08251 / 87560)
- Who is ill? Which class? Which teacher for 1st period?
- **Submit note within 7 days**  
→ Use the form on the website!
- Anyone absent due to illness for longer than 2 days needs a doctor's note!

### Private appointments

- In general: **no** private appointments during school hours!
- **A leave of absence can be offered on request in exceptional cases on important grounds.** This request must be submitted to the school in writing at least 7 days before the requested dates.

### Holiday approval

- 1 day: holiday can be approved by class teacher.
- More than 1 day: holiday must be approved by school administration.

### Absence

- In the case of three unexplained absences, the responsible public order office for the district administration will begin a fine process.
- In the case of more than 25 absences, explained or unexplained, BiK classes will only result in an attendance certificate and not an annual school report.

### Lateness

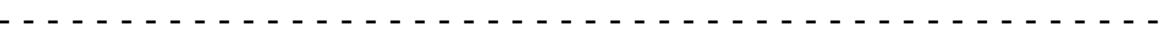
- Punctuality is very important to us: our lessons begin at **8:15am**.
- If you are late, you will have to repeat the missed lesson time at the end of the week. Sml / 2019

## Entschuldigung wegen Krankheit

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Hiermit möchte ich das Fernbleiben meiner Tochter/meines Sohnes, .....  
..... am ..... entschuldigen, da sie/er krank war und daher die Schule nicht  
besuchen konnte.

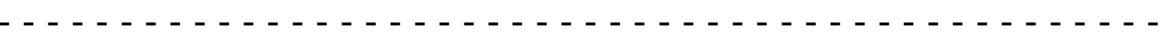
**Datum:** \_\_\_\_\_ **Unterschrift:** \_\_\_\_\_



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## Language and culture mediators

### Language and culture mediators:

- Accompany recently arrived migrants to appointments free of charge
- Provide respectful, culturally sensitive and neutral translations
- If required, reflect on different cultural perspectives
- Create understanding and trust
- Are obliged to confidentiality and are regularly trained

### Language and culture mediators are active in various areas:

- Municipal facilities
- The authorities
- Information centres
- Schools and daycare
- Healthcare

Example: Schools and daycare

- Support at parents' evenings
- Help at parent meetings e.g. about development, grades, social behaviour and language
- Interpreting in problems and conflicts

### We offer these languages:

Persian, Farsi, Dari, Arabic, Turkish, Russian, Romanian, Kurdish, English, French, Italian, Spanish, Hausa and Suaheli

### If you need culturally sensitive translations:

If any situation arises where a language and culture mediator could support you, please contact us

Contact:

Katharina Blazejewski

Language and culture mediation project manager

Telephone: 08251 92 - 4889

Email: [katharina.blazejewski@lra-aic-fdb.de](mailto:katharina.blazejewski@lra-aic-fdb.de)

Internet: [www.lra-aic-fdb.de](http://www.lra-aic-fdb.de)

**POSTANSCHRIFT**  
Münchener Straße 9 | 86551 Aichach

**DIENSTGEBÄUDE**  
Steubstraße 6 | 86551 Aichach

**Öffnungszeiten (Wir empfehlen Ihnen, Termine zu vereinbaren)**

|                 |                                       |
|-----------------|---------------------------------------|
| <b>MO DI MI</b> | 07:30 - 12:30 Uhr   14:00 - 16:00 Uhr |
| <b>DO</b>       | 07:30 - 12:30 Uhr   14:00 - 16:00 Uhr |
| <b>FR</b>       | 07:30 - 12:30 Uhr                     |