

## Parents as educational partners

You can be involved in your child's school life by supporting your child's teachers with various activities as part of school projects.

You are also welcome to join the class on educational visits, participate in school trips, help organise school events and celebrations as well as oversee extracurricular activities.

Make use of parent meetings and contribute to decisions about your child's class. Other ways to participate at primary school are to serve as the parent class representative, on the parent committee or as an elected member of the school committee.

## How to support your child



### Practice the journey to school

Choose the safest way, even if it's not the shortest route..



### Pay attention to bedtime

Your child shouldn't go to bed too late. Children need enough sleep to learn new things. Wake them up on time so that they arrive at school punctually.



### Pack them a healthy meal

Make sure to include enough unsweetened drinks.



### Look at their schoolbag together

Help your child to keep it organised and ensure that they have all their school supplies.



### Talk to your child about the school day

Show that you are interested in what your child is learning and keep up with what's happening.



### Stay in touch

Participate in parents' evenings and school events. Discuss your concerns with your child's class teacher.

## Information

You can find more information on the homepage of the Ministry of Education, Youth and Sport (MBJS)  
[mbjs.brandenburg.de](http://mbjs.brandenburg.de)

## Points of contact

### Primary schools

You can find out the relevant primary school in your area from your local municipal administration. If you have any questions, the first points of contact are the teachers or head teachers of the relevant schools.

### State school authorities

The schools inspectors of the state school authorities are also available for enquiries.

■ Staatliches Schulamt Brandenburg an der Havel  
Magdeburger Str. 45 • 14770 Brandenburg an der Havel  
Phone: 03381 397400

Email: [poststelle.bb@schulaemter.brandenburg.de](mailto:poststelle.bb@schulaemter.brandenburg.de)

■ Staatliches Schulamt Cottbus

Bleichenstraße1 • 03046 Cottbus

Phone: 0355 4866-0

Email: [poststelle.cb@schulaemter.brandenburg.de](mailto:poststelle.cb@schulaemter.brandenburg.de)

■ Staatliches Schulamt Frankfurt (Oder)

Gerhard-Neumann-Str.3 • 15236 Frankfurt (Oder)

Phone: 0335 5210 400

Email: [poststelle.ff@schulaemter.brandenburg.de](mailto:poststelle.ff@schulaemter.brandenburg.de)

■ Staatliches Schulamt Neuruppin

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## Information for parents

**for a successful start  
to school life**

## Dear parents,

The time has finally come: your child is starting school; the pre-school days are over. I'm sure that you are as excited for the start of school as your son or daughter. Your child is now one of the "big kids" and will be keen to find out what school will now bring. You're sure to have lots of expectations too. Because starting school is a special time that leaves a lasting impression.

Family life changes with the everyday school routine. Your day-to-day life has to be restructured and lots of things reorganised. Reading, writing, maths, the class community, the journey to school – your child faces a lot of new challenges. Of course, they will want to explore their new world independently. However, they need support from familiar people who will motivate, encourage and also comfort them.

This is the time that your child needs attention and appreciation. They need an environment in which they can focus on learning. Every child learns differently. The best support for your child only occurs if there is a strong relationship between teachers and parents. So stay in contact with the teaching staff; discuss your expectation and wishes. Schools take this educational partnership very seriously.

Brandenburg's schools are set up to provide every child with the best educational opportunities and to also support personalised learning. School is both a place of learning and living. At school, children are taught skills and values, they learn respect and tolerance. Every child develops their own learning path, and discovers their interests, abilities and talents. The school encourages this development as much as possible.

Dear parents, you have been through the pre-school years with your child. I encourage you to continue to support them in this next stage of their life and, together with the school, to give your child the best possible education. This flyer provides you with valuable tips for the start of school. Exciting times are ahead. I wish you every success and a happy time at school for your child!



Britta Ernst  
Minister for Education, Youth and Sport  
of the Federal State of Brandenburg

## From pre-school to primary school



Many children have the opportunity to visit their future primary school in the last year of pre-school. This gives them security and makes starting school easier. This wonderful tradition is based on a cooperation between pre-schools and primary schools in Brandenburg.

In the year before enrolment, a school medical examination is performed by the child and adolescent health services of the local public health department. You will receive information about the appointment and location from the relevant primary school or public health department. During the time before enrolment, pre-schools are authorised or required to determine the speech level of the children they look after and to help arrange assistance with speech and language development, if necessary.

## School registration

Any child who turns six by 30 September must be registered for school. Children who will turn six by 31 December can also be accepted at the parents' request. Register your child with the relevant local school before the announced deadline. You must attend registration in person with your child.

### What you need for registration:

-  Your child's birth certificate
-  Confirmation of participation in a speech assessment prior to enrolment

### Private schools (Schulen in freier Trägerschaft)

If parents want their child to attend a private school, the child must first be registered at the relevant primary school. Once a child has been allocated a place at private school, the parents should inform the relevant primary school as soon as possible.

## Enrolment

Before school starts, schools hold the first parents' evening with the parents of the children starting school. This is when you get all the important information necessary for a successful start to school for your child. A school enrolment ceremony is generally arranged for the Saturday before the first day of school, information will be provided by the relevant primary school.

## The start of teaching

The start of teaching is a very special, formative time for the children, full of expectation and curiosity. Pupils not only learn new daily routines and timings, but also get to know their classmates and form new friendships, while the class teaching staff become important people in the child's life.

### Initial individual learning assessment (ILeA /ILeA plus)

So that all children are in a position to learn according to their performance, ability and inclination, teaching staff generally carry out an initial individual learning assessment during the first six weeks. The teachers use the results to identify the skills and existing knowledge that the child has when starting school. This helps teachers plan lessons more effectively and to develop individual support areas in coordination with parents.

### Flexible initial phase (FLEX)

Some schools offer a special form of individual support with the flexible initial phase (FLEX) system. In the FLEX classes, pupils in Years 1 and 2 are taught together and at their own working pace at different levels. Depending on their individual learning development, pupils can spend one to three years in the FLEX class.

### Performance assessment

Pupils do not receive any grades in the first year of school. Their efforts and learning progress are assessed in written form. A learning development discussion takes place with parents and children at the end of the first half of the school year. At the end of the first school year, pupils receive a report with written information on learning development, the level of skills developed as well as an overview of their level of knowledge in all subjects and learning areas.