

Absences

The reference document concerning absences is the General Rules of the European Schools, Art. 28 and 30 - Regular attendance of lessons.

1) General Remarks

According to the General Rules of the European Schools, a pupil's enrolment in nursery or primary implies the obligation to participate in all classes which are part of the curriculum and to do what is asked in terms of work.

Pupils should attend classes regularly and punctually according to the school calendar and the timetable given to them at the beginning of the school year.

Pupils who arrive late can ring the bell next to the gate (entrance) and will be picked up by the staff and brought to class.

2) Justification

If a pupil is prevented by ill-health from attending school, the head of the family should inform the school by telephone from the first day and in writing by the second day at the latest.

This notification is essential if an efficient check is to be kept on a child's attendance. After more than two consecutive days, a medical certificate must be provided.

3) Permission for absence on personal grounds

Permission for absence must be requested at least seven days in advance and in writing from the Deputy Director.

Except in cases of force majeure, permission for absence may not be granted for the week preceding or the week following school holiday periods or public holidays (Art. 30 3c) iv of the General Rules).