



De Zonnewijzer

Openbare basisschool

GENERAL INFORMATION FOR FOUNDATION CLASSES (GROUPS 1-2)



DEAR PARENT / GUARDIAN,

Welcome to the Zonnewijzer!

We would like to thank you for choosing the Zonnewijzer team.

We have produced this booklet to cover the basic, practical information you may need and further details can be found on our website: www.zonnewijzerhaarlem.nl.

If you have any questions that are not covered in this booklet or on our website, please don't hesitate to contact your child's teacher.

We look forward to welcoming your child into our school community where he/she can explore and develop their particular talents and fulfil their educational potential.

See you at the Zonnewijzer!

Kind regards,

On behalf of the whole team:

Erna Heijnis, director
Arlette van der Veldt, adjunct director
Linda Schoorl, coordinator onderbouw (groups 1-2)
Monique van Deursen, administrator/overblijf (lunch break)

Zonnewijzer 1
Planetenlaan 9
2024 EN Haarlem
☎: 023-5255519

SCHOOL TIMES

School doors open daily at 8.20 am and classes start at 8.30 am. Please say goodbye to your child at the classroom door. The kindergarden has three separate entrances, so please choose the entrance closest to your child's classroom. The teacher will always aim to address brief questions you may have before class starts (between 8.20 and 8.30), but otherwise please make an appointment with them to allow sufficient time to discuss more in-depth questions or issues.

At 10.00 am there is a short break (het 10-uurtje). All the children at the Zonnewijzer have a fruit or vegetable snack, for example:

- Banana, apple, grapes, tangerine, peach, melon, strawberries, etc.
- Cucumber, tomatoes, carrots, bell pepper, etc.

Lunch break is between 12.00 and 12.45 pm. Children who stay at school during the lunch break (overblijf) will eat their packed lunch brought from home in their classroom before playtime outdoors. Please label your child's cup and lunch box with their name to avoid them getting lost. Lunch will be supervised by their teacher and the 'overblijf' assistant supervises lunch playtime while the teacher takes their lunch break.

A small fee is charged for children who stay at school during lunch break (overblijf) and further information can be found in our School Guide. Our Administrator Monique van Deursen co-ordinates the lunch breaks and she can be contacted at: monique.van.deursen@zonnewijzerhaarlem.nl.

At 14.15 pm, children not attending the after school program BSO (buitenschoolse opvang) can be picked up at the front of the school on the Planetenlaan side where the teacher and the children will be waiting for you in the yard. Please wait behind the gate to give the teacher a clear view of who has been picked up.

OUTSIDE PLAY TIME

Every day the children in groups 1 and 2 play outside for 45 minutes in the schoolyard on the Planetenlaan side, which is securely fenced. Please dress your child warmly in the winter months! On rainy days the teacher may decide to play indoors in the gymnastics room.

GYMNASTICS

At least twice a week the children will have a gym class in the gymnastics room. Please ensure your child brings gym shoes, labeled with their name, at the beginning of the year. The school provides gym bags, so the shoes can remain at school throughout the year. Gym attire is an undershirt and underwear for all children.

INDEPENDENCE

Our goal is to encourage the children to be independent. We use tasks to help them achieve this e.g. hanging up their own jackets, placing their snacks (10-uurtje) on the trolley, fastening their jackets and changing their clothes for gym class. Children need to be toilet trained before they can attend school.

LEERPLICHT

At the age of 4, your child is not yet "leerplichtig". As parents this gives you the option of keeping your child home for a day or an afternoon to let them adapt to their first school experiences and develop their stamina for school life. Please discuss this with the teacher, when needed as you know best what your child needs.

Until your child turns 5, you may take your child away outside the official vacation periods. Please fill out a "verlof" form (leave of absence) if you wish to request special leave.

From age 5 and upwards, children are of school age, and therefore legally obliged to attend school (leerplichtig). If your child is absent for any reason, other than illness, you will need to follow the official "leave of absence" procedure. A leave of absence form will need to be filled out and further details, including the form, can be found on our website. Absence forms can also be requested through the administrator.

WENNEN (GETTING USED TO SCHOOL)

You will receive a 'welcome card' before your child starts school. You will then need to make an appointment with the teacher for your child to attend school two mornings from 8.30 till 11.45 am. This introduces your child to their class and helps them familiarise with and adapt to the school environment. After this the teacher will invite you for an intake session. You will also be asked to fill out a questionnaire, which will be sent to your home. Children whose birthday falls 4 weeks before the end of the schoolyear will start after the summer holiday.



CONTACT OPPORTUNITIES

In addition to the intake session, the school organises a general information evening for new parents at the beginning of the school year. We will provide information about key issues, including teaching methods, working independently, group support, etc. In November there will be parent meetings for groups 1 and 2 and there are contact moments scheduled in January, February and June, which are opportunities to discuss your child's progress in class. In January/February the children in group 2 will receive their report cards. In June, the children in group 1 and 2 will receive their report cards. These results will be discussed with the teacher in the parent meeting.

KIJKMOMENTEN (‘VIEWING OPPORTUNITIES’)

Walk-in mornings are held regularly between 8.20 and 8.40 am in your child's classroom. Dates can be found on our annual calendar and website, as well as on a schedule on the classroom door. You can view your child's projects, read a book together or play a game. Once a year we organize a 'walk-in' evening: the children of groups 1 and 2 will show their projects by way of an exhibition.

BIRTHDAY CELEBRATIONS



The fifth birthday is the first we celebrate at school. Birthdays are celebrated in class first thing in the morning at 8.30. As parents of the birthday child you are welcome to join the celebration. The birthday child can bring a treat for each child, preferably a healthy one!

BRINGING TOYS TO SCHOOL

On a daily basis, the kids work and play with the toys and materials offered by the school. Toys from home can only be brought to school on designated 'toy days'. You will be informed about the upcoming 'toy days' in advance.

WORK-METHOD ‘KLEUTERBOUW’ (GROUPS 1-2)

- **Kleuterplein:**
In groups 1-2 the school uses the "kleuterplein" method. Each school year we choose four themes (besides standard themes like Christmas, Sinterklaas etc.) that will be clearly visible in the classroom. Each class has a 'theme corner' where the children can learn through discovery. Assignments will relate to the theme and sometimes we will ask the children to bring things from home for our 'theme table'. For more information please refer to the Malmberg website: www.malmberg.nl.
- **Kanjertraining:**
This is the social-emotional training all children at our school will follow. The goal of the training is to make children more resilient. We work by using white caps (which represent the tigers, the kanjers, the confident ones), red caps (which represent the monkeys, the followers), yellow caps (the rabbits, the scared/shy ones) and black caps (de pestvogels, the bullies). Every teacher will read and talk with the children about the stories. The teacher will also do related exercises.
- **De kunst van het lesgeven (the art of teaching):**
Our teachers follow "the art of teaching" method. Besides being a vocation, teaching is also an art form. The teacher combines didactic handling, class management, pedagogical climate and lesson programme choices, to create a purposeful lesson. Each teacher has their own teaching style, which will make every lesson unique. The aim of applying 'the art of teaching' principles is to purposefully integrate the structure of a lesson, using the right work tools, knowing how and when to use certain techniques and to integrate new observations. This will result in better and faster learning targets for all children.
- **Groove me:**
We use the "Groove me" method: English language will be introduced to children in groups 1-2 using the DIGI Board. This is a playful method of teaching through stories and songs, about the rabbit named BOBO.
- **Getal & Ruimte (numbers and space):**
We use the arithmetic method "getal en ruimte". This includes different (circle) activities in the field of arithmetic, which connects to the different levels and interests of the children.
- **KIJK!:**
We use the "KIJK!" observation method to follow the development of each child.



HELP FROM PARENTS

We welcome parents who would like to help during the many activities we organize throughout the year. The school will inform you when extra help is required and you can then write your name on the sign-up sheets hanging in your child's classroom. Each class has two class parents to help with organizing activities during Sinterklaas, Christmas, teacher day, excursions, etc.

We also need three parents per class, who can do "luizenpluis" (combing for head lice), once a month. If you are interested in carrying out any of these tasks, please inform the teacher.

U kunt zich bij de leerkracht opgeven als klassenouder of luizenouder.

For technical lessons the school uses techniektorens ("technical towers"). These towers contain 'ready to use' technical lessons, including experiments. The manual describes each lesson. We will need parents to guide small groups of children during these lessons, so please let the teacher know if you are interested.

REPORTING SICKNESS ABSENCE

The school uses a digital communication system called "Mijn Schoolinfo". Please use this system to report if your child is sick, late or absent for another reason (e.g. dentist/doctor's visit) that day. Please follow the steps below:

- go to the website "Mijn Schoolinfo"
- go to menu **'School > Mijn kinderen'**
- select **'absentiemelding'**
- fill out the form that appears on the screen
- click **'Opslaan'**: the form will automatically be sent to the school. You will then have officially reported your child sick/absent

VACATION DAYS AND "OTHER" DAYS OFF

You can find the school's annual calendar on <https://mijnschoolinfo.nl> where the Zonnewijzer will post all non-school days and study days. These dates are also listed on our annual calendar on the website



De Zonnewijzer
Openbare basisschool

Hoofdgebouw (Zonnewijzer 1)
Planetenlaan 9
2024 EN Haarlem
☎ 023-5255519

Zonnewijzer 2
Planetenlaan 168
2024 EN Haarlem
☎ 023-5258325



<https://www.zonnewijzerhaarlem.nl>