**PROSPECTUS FOR NEW STUDENTS’ PARENTS[[1]](#footnote-1)**

* **CLASSES**

The class lists will be provided during the first day of school, Monday11 September, in the Conference Hall by the teachers.

* **TEACHERS’ NAMES AND CLASSES**

The teachers’ names and their classes will be provided on Monday 11 September.

* **SCHEDULING INFORMATION**

The school timetable for the first day is available on the website <https://www.istitutogiulio.edu.it/>

* **SCHOOL HOURS**

Lessons are from Monday to Friday:

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| --- |
| **PRESERALE SOCIO SANITARIO**  |
| 1^ hour | 16:00 - 16:50 |
| 2^ hour | 16:50 - 17:40 |
| school **break** | **17:40 - 18:00** |
| 3^ hour | 18:00 - 18:50 |
| 4^ hour | 18:50 - 19:40 |
| 5^ hour | 19:40 - 20:30 |

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| **SERALE SOCIO SANITARIO TURISTICO COMMERCIALE**  |
| 1^ hour | 18:00 - 18:50 |
| 2^ hour | 18:50 - 19:40 |
| 3^ hour | 19:40 - 20:30 |
| school **break** | **20:30 - 20:45** |
| 4^ hour | 20:45 - 21:35 |
| 5^ hour | 21:35 - 22:25 |

Every lesson lasts 50 minutes.

The school year is divided into 2 terms: the first one from 11 th September to 31 st January r and the second one from 1st February January to 7 th June. Lessons finish on Friday 7 th June.

* **OTHER CIRCUMSTANCES**

In case of delays and absences, the students must fill in the template available on the register (accounts and passwords will be soon provided) the same day as his/her access to school. The student can access his/her class after 8:50 providing medical documents or with a parent/tutor. (10 late arrivals and 10 early leaves at most)

**Regular attendance is essential, according to DPR 122/2009 attendance policies, absences cannot overcome 35%. The student must attend 65% of the lessons otherwise, by failing to meet this minimum standard, the year can be seriously compromised.**

* **EARLY LEAVES**

Early leaves can be scheduled **AT MOST 1 HOUR BEFORE THE TIMETABLE; STUDENTS MUST INFORM THE TEACHER IN CLASS WITHIN THE FIRST HOUR.** Students under 18 can leave the school only with a parent or a tutor. Students under 18 can autonomously leave the school by filling a document provided by the school. Early leaves for more hours in a day require medical documents/appointments.

In case of early leaves provided by the school, students under 18 must show the parents/tutor signatures on the register otherwise they cannot leave the building.

* **NEWS- STUDENTS’ EMAILS**

On the online register parents/tutors can find all the information and news that must be electronically signed by them. Every student in the school will have a personal email address with the following account @didalabgiulio in order to get in contact with teachers and possible online activities. (for teachers and students the addresses are: nome.cognome@didalabgiulio.it IE: mario.rossi@didalabgiulio.it)

The school highly recommends to daily double-check the register for news and events.

* **HEADMASTER**

Prof. A. Atanasio receives by appointment: **giulio@istitutogiulio.it**

* **HEADMASTER STAFF**

 Prof. Cannatà

Monday to Friday: 17:00-20:00

Phone: 011.658702; email: vicepresidenza@didalabgiulio.it.

* **PUBLIC HOLIDAYS**

1 November 2023

8-10 December 2023

From 23 December 2023 to 06 January 2024 (Christmas Holiday)

10-13 February 2024 (Carnival Holidays)

From 06 April to 11 April 2024 (Easter Holiday)

28 March -2 April 2024

1 May 2024

**SCHOOL SECRETARY’S OFFICE**

|  |  |
| --- | --- |
| Monday to Friday | 10:30-12:30 |

The office hours will be updated after the start of the school year

1. [↑](#footnote-ref-1)