

Information Booklet

School year 2020/2021

Welcome to Marienlyst Activity School, MAKS

We at Maks are looking forward to you joining us! We probably think you are a little tense, and maybe it is tickling in your stomach? We are also a little excited to get to know you, but most of all we are looking forward to it! We will have fun and learning activities, but most important you will make many new friends.

At MAKS you will meet children from 1st - 4th grade. MAKS is divided into four bases distributed in stages. You should start at first class.

Start-up for our new first rankings

MAKS opens Monday, August 3rd. Experience shows that many children want to start this day. To ensure that everyone gets off to a good start, we have set a maximum of 16 students on the different start-up days.

The activity school is a little differently organized than the kindergarten. Suddenly you are a school child, and you get a little more responsibility. For some, the transition can be a bit much, even for mom and dad! At Maks we have more children, slightly fewer adults and possibly a larger outdoor and indoor area than you are used to from kindergarten. This we know may be a little unfamiliar at first. The adults at Maks have a long experience of starting up and will help you feel safe. We will get to know each other, get to know the immediate area and the building Marienlyst school. We will practice on some rules and routines, but we will also have lots of fun. We are absolutely sure that together we will make sure that the startup will go very well!

When we first meet we will divide all the children into smaller groups. We do this so that we get some peace and quiet to get to know each other.

On the first day, the different groups get a start time, for example at 09:00. Then we will meet you on the stairs at the main entrance. You will be welcomed by the adult in charge of your group; you will be assigned a group, such as a blue group. Together we find wardrobe space and name tag.

We spend this day getting to know each other and the other kids in the group. We do a little sightseeing on the school area and have quiet activities inside the base or in the classrooms. We eat a packed lunch and have some outside time afterwards.

We encourage mum and dad to stay close, if they have the opportunity - but preferably not in the school area. We want to make sure we have the phone number so we can call if there is anything we want to tell or if we have any questions. From experience we know that it makes it a little easier for us to get to know you when we can be a little alone together. We recommend that you have slightly shorter days in the first week. Possibly only 2-3 hours on the first day? Then you can gradually increase the time throughout the week. If you need extra time with mom or dad, or need a customized startup, it is important that you first contact Mette, the base manager at Step 1. Together we will find a way to ensure a good start. You can also call or send an e-mail to Aks leader, Nina Hansen Løvaas. Contact information can be found on the school's website.

MAKS is open every day, both before and after school. During school holidays we stay open all day, and have lots of exciting arrangements and many nice trips.

We always create our own holiday program that we send out before the holidays. Here's what we need to do and what you need and bring with you. On "regular days" we also have many different activities you can participate in. Some activities you need to sign up for, while others you can join just when it suits you. Each week we send out a weekly schedule so you can see what activities we should do next week. Weekly plans from the school and Maks will be posted in the portal.

We hope you will enjoy your stay with us and we look forward to getting to know you.

What is the Activity School?

You may be wondering what the Activity School really is? And why don't we call it SFO as in the rest of the country?

The biggest difference between SFO and AKS is the Framework Plan. There is a plan drawn up by the Ministry of Education that says something about what each school should offer of learning-supporting activities in different subject areas. This is possible to read more about on the school's website. Here you can also download the Framework Plan in its entirety.

In addition to the Framework Plan, we also have the "Oslo Standard". This is a clarification of expectations between the Activity School and the parents. It is the same for the whole of Oslo and says something about what one can expect from the Activity School with regard to activities, information and follow-up. It also has a section on what the Activity School can expect from the parents.

Practical information and routines

Organization:

The activity school is organized by the education department, and principal Knut Erik Brændvang has overall responsibility. Monica Dagstad is Teaching Inspector for 1st - 3rd Stage, and the head of the Activity School is named Nina Hansen Løvaas.

Opening hours:

07.30 - school start and end of school - 16.45

(During school holidays: 07.30 - 16.45)**Morning opening 07.30 - school start:**

During the start-up period, the morning opening takes place in the various classrooms. We do this mainly to shield our new students. There is a lot that is new and needs to be learned. Once we become safe and familiar, we move to a common morning opening with the other bases. We are committed to a quiet and safe start to the day. The parents are responsible for ensuring that the children are signed into our lists. This is done by going to the reception at Maks and saying that now the child has arrived. Several children choose to play in the school yard before school starts, the adults at Aks only have an overview of children who are signed in. In the morning opening, some people enjoy eating breakfast, while others like to draw, play games, pearl or build lego. 15 minutes before school starts we will go out to the school yard and play a little before we have to set up class to wait for your teacher.

At the end of school:

An adult from Max comes into the classroom. The teacher ends the day and lets the adult on Aks sign in on the kids who are going to be at Max. We then have lunch/dinner time and many different fun learning supportive activities.

Meal:

We eat at 2pm every day - except for the days we are open all day. Then we create a separate joint weekly schedule for the entire AKS.

Five days a week we serve food at AKS. The meal is just meant to be a snack. The menu will be presented on our weekly schedules. If there are special food considerations, such as allergies, it is important that this is entered into the *Maks agreement* that you are given.

Weekly schedules and Maks mail.

Every week we send the weekly schedule in the portal. It is important to keep up to date with plans and messages. We also regularly send out Maks mail. Here you can read a little about what we do, and maybe also see some pictures from everyday life. We need permission from you guardians before we can take pictures of your children. Consent may be given by you in the Maks agreement.

Clothes:

It is important that the children always have sufficient change of clothes and clothing adapted to the season in their wardrobe. We love being outside, almost regardless of the weather. The wardrobe space should be checked before you go home for the day, so you have an overview of what you might need for the next day. Remember to label clothing and equipment with child's name.

Whole and half place:

The children who have full place at AKS are free to dispose of AKS throughout the opening hours, and all days during the school holidays and holidays, when AKS is open.

Free core time (half place)

- The student can be at AKS every day after school.
- Up to 12 hours per week. Two hours is a morning opening reservation regardless of whether you use the morning opening or not. So 10 hours per week in the afternoon.
- 2 days per week during school holidays (except July when AKS is closed)
- On planning days / cramped holidays during the school year, the student may be on AKS ½ day

You must apply for place even if you only use free part-time after school.

Change / cancellation of the place:

When changing or cancelling a place, this must be done in writing in the forms of "Application for place" and "Termination of place". These forms can be found on the website of Marienlyst school. Amendments and cancellations must be made in writing with one month's notice from the 1st of the month through the website: <https://osloskolen.ist-asp.com/NO00302-pub/login>. Or to annefredrikke.haugen@ude.oslo.kommune.no

If you have any questions, send us an email. Contact information can be found on the school's website.

Pickup / signing out:

AKS operates lists for crossing and crossing children. It is very important that the guardians sign out the child of the crossbook manager at pickup. On the Max Agreement you fill out on the first day, you can specify more people who can pick up your child. We will not send any children home unless this is registered in our lists. In case of regular home delivery / pickup agreements, we must be notified in writing, and we will update our lists. Written messages are given by:

SMS MAKS, send MLY AKS «Your Message» to 417 16 112

Contact and information:

All information will mainly be communicated via e-mail and the Portal. It is important to keep up to date with plans and important messages. If you have other important messages or questions you can of course contact us by mail or phone:

Mette Iversen, base manager 1st stage:

meiva002@osloskolen.no / 22 93 24 55 directly to AKS (Office hours from 08.00 to 12.00)

Nina Hansen Løvaas, Activity School Leader

nina.hansen@ude.oslo.kommune.no / 22 93 24 50 (08.00-16.00)