

## ORGANIZATION

Istituto Comprensivo "A. Gramsci"- Lodi Vecchio

### Kindergarten "M. Montessori"

School hours:

- 7:30 / 8:00 pre-school time
- 8:00 / 9:15 admission
- 15:45 / 16:00 home-time

Classes run five days per week from Monday to Friday (40 hours weekly).

At the moment Kindergarten has 146 pupils divided into 6 classes.

### Primary school "A. Negri"

School hours:

- 7:30 / 8:30 pre-school time
- 8:25 / 8:30 admission
- 16:30 home-time
- 16:30 / 18:00 extra-school time

Classes run five days per week from Monday to Friday (40 hours weekly).

At the moment Primary school has 399 pupils divided into 19 classes.

### Secondary school "A. Gramsci"

School hours:

- Standard time: 8.00 / 13:30
- Sections: A - B - C - D

At the moment Secondary school has got 210 pupils divided into 10 classes.

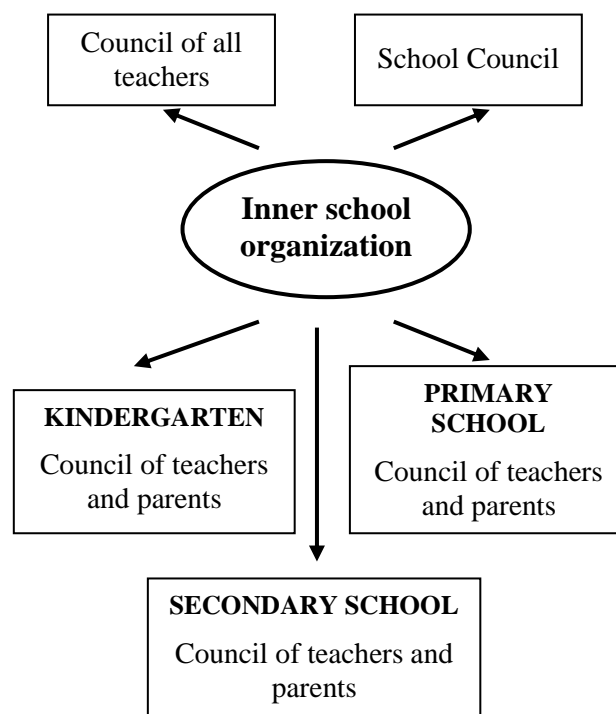
## LUNCH SERVICE

Lunch service is provided in the school canteen.

## INSURANCE POLICY

All pupils are covered by insurance policy during all activities from the first day of school.

## INNER SCHOOL ORGANIZATION



A refectory committee supervises the lunch service.

## MEETINGS

Meetings parents-teachers are scheduled during all the school year with different aims:

- first days of september → the school organization and the teachers of first classes are presented to the families.
- end of october → the school planning of each subject is presented to the families and the representative parents is elected by the assembly in each class.
- february and june → school report to the families.

There are also:

- class meetings with parents when required
- scheduled class meetings with teachers and the representative parents (2/3 a year)
- scheduled individual meeting teachers-parents

## ADMINISTRATION OFFICE OPENING TIME

From Monday to Friday: 8.30 - 10.30;  
15.00 - 16.00.

## HEADMASTER'S CONSULTING HOURS

Only by appointment.

## TELEPHONE NUMBERS

Administration office: ☎ tel. 0371 752792

☎ fax 0371 752796

Kindergarten "M. Montessori" ☎ 0371 460573

Primary school "A. Negri" ☎ 0371 752506

Secondary school "A. Gramsci" ☎ 0371 752792

## PIANO DELL'OFFERTA FORMATIVA (P.O.F)

The P.O.F (Piano dell'offerta formativa) is what the school is and offers to the students and the families.

School programmes and activities are based on the National School Programmes aim. The P.O.F is revised and approved by the Council of teachers and by the School Council every year.

Collaboration between families, teachers and all the "educational agencies" on the territory is promoted for a successful teaching learning process.

### SCHOOL PLANNING

School plannings specify aims, contents competences and evaluation in each of school level.

They are elaborated by the teachers and presented to the families at the beginning of the school year.

### SCHOOL PROJECTS

School projects integrate and improve the school offer.

They increase the children skills and motivation to learn by offering different contest of work and communication.

## ISTITUTO COMPRENSIVO "A. GRAMSCI" LODI VECCHIO

P.zza San Giovanni da Lodi Antica, 4  
26855 Lodi Vecchio (LO)  
tel. 0371 752792 - fax 0371 752796

# SINTESI P.O.F.

*(in lingua inglese)*

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