

PRACTICALITIES

Due to the large number of children, it is extremely helpful to label all clothes. Keep a small bag of clothes permanently in the child's locker/hook; as they will frequently need a change of underwear, socks or trousers. In the rainy season, a waterproof coat and rain boots are recommendable as well.

If a child forgets to check out, we will call the parents before locking up the SFO, in order to ensure that the child has made it safely home. We kindly ask you to help your children remember to check out when you pick them up, as it takes time and resources to follow up on those who forgot to check out before they leave.

INFORMATION

Every day, the SFO serves organic fruit and rye bread in the Café for grades 2 and 3 and in "Krea" for grades 0 and 1. When we open in the morning, it is also possible to have a piece of ryvita with butter as a little addition to breakfast.

We use the Tabulex system to sign in/sign out the students. The responsibility to inform us via Tabulex about the following scenarios lies with the parents: if an adult who is not a known is picking up the child, if you are away on holiday, if your child is ill, if your child joins activities (ISJ cultural association etc.) Other information regarding pick-up can also be communicated in person, via the parental intra or telephone.

We have a toy-day on the first Friday of every month, as well as the first Friday after a long break (autumn break, christmas break, winter break, easter break and summer break). On those days, children can bring toys from home, ideally labelled with their names on it. The responsibility for the toys lies solely with the owner. **Please ensure that any iPads brought to school have games that are age appropriate.**



The sfo forms part of Institut Sankt Joseph

Read more about the SFO and what we do on the school website. This is also the place to find the newest and most up-to-date practical information: www.sanktjoseph.dk/en

OPENING HOURS

7:00-8:00 and 12:55-17:00. When the SFO is open during school breaks, the hours are 7:00-17:00.

The sfo is closed during the Christmas and Easter holidays. The sfo is closed throughout the month of July. Other days where the sfo is closed: Store bededag, Kristi himmelfart, the day after Kristi himmelfart, 2. pinsedag, and grundlovsdag (all in the spring/early summer).

TELEPHONE

SFO-Krea: 40 58 96 35

The SFO-Café: 20 76 38 12

SFO-leader, Camilla Nawarecka Lerche: 20 52 67 08



Institut
Sankt Joseph *sfo*

Dag Hammarskjölds Allé 17 | 2100 København Ø
T 35 38 47 35 | www.sanktjoseph.dk

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sfo
Institut Sankt Joseph

ENGLISH



AFTER SCHOOL PROGRAM

Welcome to the After School Program (SFO) at Institut Sankt Joseph

Here you will find information about everyday life in the SFO and how to have a good start as a new student



New children in year 0



sfo intro

The SFO has approx. 320 children, 10 trained pedagogues, and 8 assistants employed. We share rooms with the school, and when the school day is over, the SFO begins. First, the children sign in and get information about which activities they can join. Then the children can choose which workshop to go to and sign in there as well.

In the SFO, we work from the same set of values as the school does, wherein the humanistic education forms the basis of the pedagogy. In the SFO, we also pay attention to the fact that social competencies are needed. This social interaction with many children can be a challenge for some and pure joy for others. We use the workshops to get close to the children and build these competencies up.

In the SFO, the children decide what they want to do and where they want to be, and we emphasise joint responsibility. The children have to learn to make their own choices and take responsibility for themselves and their fellow peers within this given framework. For the children who find it difficult, it is the task of the employees to help the children in order for them to feel safe in the every day activities. It is the responsibility of the pedagogical employees to offer exciting and educational activities and introduce these to the children.

We have a close collaboration with the lower primary section of the school, of which we form an important part. Each grade 0 class has a pedagogue connected to it. From years 1-3, a team pedagogue is associated to the a-line, b-line, c-line and i-line. The class pedagogue is available to answer questions from parents who want to know how their child is doing. Longer conversations should be scheduled in advance.

Workshops

The SFO offers various workshops every day and you can learn which workshops are available in a given month by reading the sfo monthly newsletter (available on Tabulex).



Starting in the SFO is a huge change for children as well as parents. The familiar and safe environment of the preschool is replaced by a new, big school and this includes the SFO-world. Now the grade 0 students find themselves as “the little ones”. They do not know many of the other children or grown-ups in advance and even the every day life and structure of the SFO is unfamiliar with its new framework.

Therefore, we use lots of resources in the beginning of the school year to create a good transition.

In the SFO, the student-faculty distribution is different than pre school. Children who can do things independently find it easier to go from pre-school to the SFO. Therefore, it is important that children already from the start are able to e.g.:

- put on their own jacket before going outside
- find their own packed lunch, when it is time to eat
- keep account of their own clothes
- go to the bathroom, etc. when on a trip.