

Hämeenlinna Comprehensive Schools Guide to Immigrant Families



HÄMEENLINNAN KAUPUNKI
Hyvä arki asuu Hämeenlinnassa

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KEHITTÄMISKESKUS
OY HÄME


Elinkeino-, liikenne- ja
ympäristökeskus

HÄMEENLINNA COMPREHENSIVE SCHOOLS GUIDE TO IMMIGRANT FAMILIES

Welcome to Hämeenlinna!

This guide tells briefly how you can enrol your child to a comprehensive school, what kind of education is given to immigrant children in comprehensive schools and what the services of Finnish comprehensive schools entail.

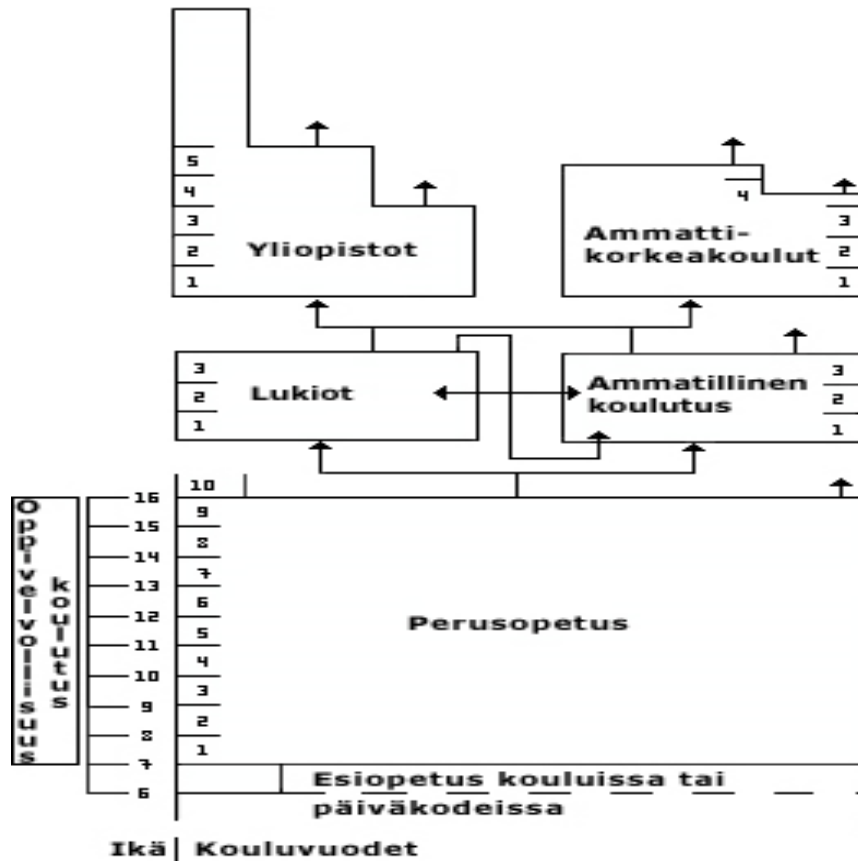


Images: Sonia Vaarakallio

NOTES

More information about the city's services as well as forms can be obtained from Kastelli, the city's service point, at Raatihuoneenkatu 11. You can also return forms to Kastelli.

11 THE FINNISH EDUCATION SYSTEM



1 BASIC INFORMATION ABOUT THE COMPREHENSIVE SCHOOL

The comprehensive school for a child in comprehensive school education is a nearby school that is designated by the city based on the home address. Comprehensive school education lasts nine years. Classes 1-6 are classed as primary education and classes 7-9 as secondary education. Compulsory education begins in the autumn term of the year when the child turns seven years old. Compulsory education takes ten years, unless comprehensive school education has been completed earlier. The pupils' annual school work begins in August and ends in May. The Christmas mid-term holiday divides the school year into autumn and spring terms.

The comprehensive school is free of charge for the pupils. Tuition, school events, learning materials and tools are free. The pupil gets a free daily meal. The pupils are insured during school days and school travel. The pupil has the right to free school health care and other student welfare services. School travel is free of charge, if the school journey exceeds five kilometres.

The pupil's class teacher and tutor co-operate with the pupil's parents. The pupil receives support in comprehensive school that is necessary to succeed in studies.

The pupil begins his or her first foreign language studies in the third grade (A1 language). The A1 language is English in Hämeenlinna. Some schools also offer an A2 language, which is another language, such as French or German. That can begin in the fourth grade. Where required, the pupil will receive remedial teaching.

2 SCHOOL ENROLMENT AND FAMILIARISATION

School enrolment is done by completing a form (applying for a study place in basic education). The form is available online on the homepage of the City of Hämeenlinna, at the school or the Office of Education Services. A completed form is returned to the address stated on the form or to the service point Kastelli. When the Administration of Education Services has allocated a school place for the child, the principal of the school will contact the parents and agree on a school visit for the child and the parents.

The Administration of Education Services

Wetterhoffinkatu 2, 6th floor
13100 Hämeenlinna

[http://www.hameenlinna.fi/Opetus-ja-koulutus/
Opetuspalveluiden-hallinto/](http://www.hameenlinna.fi/Opetus-ja-koulutus/Opetuspalveluiden-hallinto/)

3 INSTRUCTION PREPARING FOR BASIC EDUCATION

The City of Hämeenlinna organises instruction preparing for the comprehensive school aimed at immigrant children between 7 and 16 years of age. Preparatory instruction provides the immigrant pupil with basic skills in the Finnish language, so that he or she can then transfer to mainstream education.

Familiarisation with the Finnish school, culture, language and learning methods is an important part of preparatory instruction. Core contents of other subjects are also covered in the studies.

Preparatory instruction lasts 1-2 years. Subsequently, the pupil will transfer to a class matching his or her skills level in a nearby school.

10 AFTER COMPREHENSIVE SCHOOL

During the upper classes in comprehensive school, the guidance counsellor in the school will go through different further education options. The common route from comprehensive school is an upper secondary school or a vocational institute. These are referred to as upper secondary education. Application takes place in the joint application system in February and March.

General upper secondary school education and vocational school education can be completed in 2-4 years. Upper secondary level education is free of charge, but the materials must be paid for. After the general upper secondary school or vocational school, it is possible to apply to a university, university of applied sciences, or higher education institution. Each has their own joint application system.

Contact details for the child's pupil counsellor:

Guidance counsellor: _____

Available at: _____

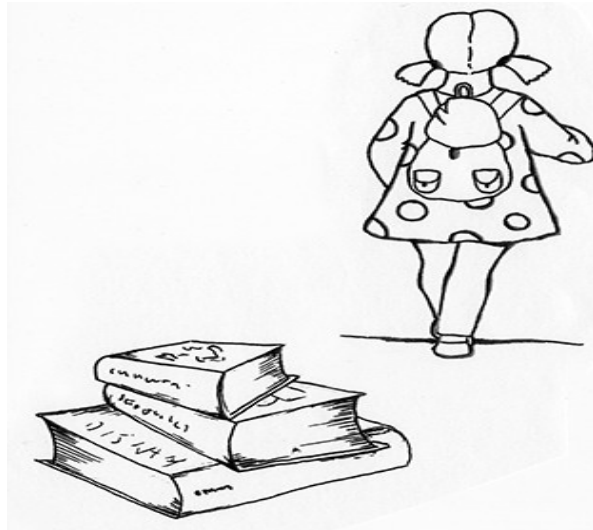
Telephone: _____

9 MORNING AND AFTERNOON ACTIVITIES

The city organises morning and afternoon activities for schoolchildren, available to pupils in first and second grades and those in special education. The morning and afternoon club activities involve play, games and doing homework. Activities are organised during school days in schools where at least 7 pupils sign up to attend the club regularly. The children will be given a snack.

Club attendance is subject to a charge. The morning and afternoon clubs are designated particularly to children whose parents are at work in the morning or afternoon, so that the child does not need to spend time at home alone.

In addition to the city, activities are organised by the Hämeenlinna-Vanaja Parish, the 4H Federation of Hämeenlinna, and the association Lasten Liikunnan Tuki.



During preparatory instruction, the child's educational history and potential special needs will be reviewed. The teacher, parents and the child will jointly compile a study programme for the child. Meetings will also be organised where needed. An interpreter will be on hand to assist.

There are three preparatory classes for immigrants in Hämeenlinna. Primary school pupils are placed in Jukola School and secondary school pupils in Lyseo School. In addition, the Lammi region has its own preparatory class.

Preparatory instruction

Jukola School
Liivuorentie 24
Tel. 03 621 3249

Lyseo School
Lukiokatu 8
Tel. 03 621 2795

Hakkala School
Lamminraitti 35
Tel. 03 621 4769

<http://www.hameenlinna.fi/Opetus-ja-koulutus/Perusopetus/>

4 FINNISH LANGUAGE STUDIES: FINNISH AS A SECOND LANGUAGE

An immigrant pupil will study Finnish as Finnish as a second language (S2) until the language skills are at the level of the mother tongue. He or she can also attend Finnish as the mother tongue classes, where the teacher will accommodate him or her in learning and assessment alike as an S2 pupil. All schools provide separate S2 education that is taught by a Finnish as a second language teacher. The S2 education normally takes place in a smaller group.

The pupil will continue to study Finnish as a second language throughout the entire basic education. When his or her language skills are demonstrated to have reached the level of the mother tongue, he or she will subsequently be assessed as a pupil with Finnish as the mother tongue. In that case, he or she will study the same contents and be assessed with the same criteria as pupils with Finnish as their original first language. The aim of the S2 education is that the pupil reaches the highest possible level of command of Finnish, so that he or she can apply for further education or enter working life after comprehensive school education.

Contact details for the Finnish as a second language teacher:

S2 teacher: _____
Telephone: _____

ACCIDENTS AT SCHOOL

If the pupil has an accident during school day, first aid will be administered at the school and the child taken for medical treatment if needed. The parents will always be notified.



Contact details for the child's school nurse:

School nurse: _____
School doctor: _____
Available at: _____
Telephone: _____

INOCULATIONS

The parents will provide proof of the child's previous inoculations to the school nurse. If the parents do not have any inoculation documentation, the school nurse will initiate the immunisation programme in use in Finland, with the permission of the parents. The immunisations to be administered are: tetanus, diphtheria, polio, measles, mumps and rubella.

OPHTHALMOLOGIST

The school health care may refer the pupil to an ophthalmologist or optician for the first eye examination. Those over 13 years of age will be referred to an optician for examination.

DENTAL CARE

The child will be invited to a dental check at the school dental surgery. In urgent cases, such as pains and accidents, you should contact the appointments at the main health care centre, tel. 03-621 9100 (weekdays) and Sat, Sun and bank holidays at 10:00-11:00.

PUPIL'S SPECIAL DIET

The parents will notify the school nurse of the child's dietary requirements and changes to it. A special diet refers to, for example, a vegetarian, blood- or pork-free diet. Any allergies must also be notified.

SICK PUPILS AND BEING TAKEN ILL AT SCHOOL

A sick child must not be sent to school. To receive advice for treatment, parents can contact the school nurse. If the pupil is taken ill at school, the school nurse or teacher will contact the parents. The parents must notify their home and work telephone numbers to the school nurse. To safeguard the child, it is recommended that the parents notify any long-term illness and medication to the nurse and the teacher.

5 STUDYING YOUR OWN MOTHER TONGUE

Preserving the pupil's own culture strengthens his or her own identity, mental balance and adjusting to society, and it also helps to appreciate other cultures. The development of the pupil's own mother tongue helps to learn the Finnish language: development must take place in both languages at the same time. Mother tongue is also everyone's basic right: anyone living in Finland has the right to develop and maintain his or her own mother tongue (Constitution of Finland, Section 17).

Finnish schools provide the immigrant child with the opportunity to study his or her own mother tongue. A group must have a minimum of four students to qualify for tuition. Tuition is given in two weekly lessons.

Own language learning has been provided in Hämeenlinna in the following languages: Dari, Arabic, Persian, Chechen, Russian, Estonian, French, Albanian, Lingala, Thai, Kurdish and Bosnian.

Signing up for studies in own mother tongue during the next school year takes place in the spring. Forms are available at your own school. Further enquiries about tuition in one's own language can be addressed to the school principal.

Contact details of own mother tongue teacher:

Teacher: _____

Telephone: _____

6 RELIGION EDUCATION

The pupil has the right to receive education in his or her own religious denomination, if there is a minimum of three pupils and parents request this. Hämeenlinna provides education in Islamic and Buddhist faiths, in addition to Evangelic-Lutheran and Orthodox faith education. If the pupil does not belong to any religious denomination, he or she can participate in education in ethics.

Contact details for the child's religion teacher:

Religion teacher: _____

Telephone: _____

7 SCHOOL TRAVEL AND TRANSPORT

School transport is granted by the Administration of Children's and Young People's Services. The parent applying for pupil school transport must fill in a school transport application. Application forms are available online on the homepage of the City of Hämeenlinna, at the school or the Office of Education Services. The form can be returned to the Administration of Children's and Young People's Services, at the address stated on the form, to the child's school or service point Kastelli.

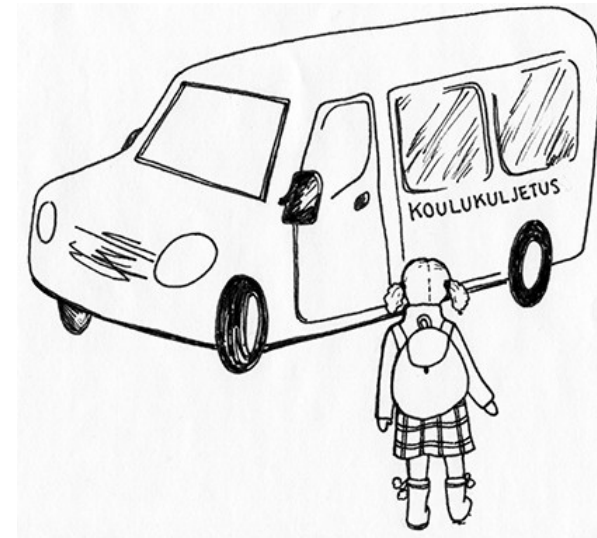
As an appendix, the application form includes the grounds for granting school transport. The common criterion is that the school journey must be over 3 kilometres for 1st and 2nd grade pupils and over 5 kilometres for 3rd-to-9th grade pupils to warrant subsidised transport. Journey length is measured by the city. If school transport is applied based on grounds relating to pupil welfare, such as health, a doctor's or psychologist's statement must be attached.

Administration of Children's and Young People's Services

Wetterhoffinkatu 2, 6th floor

13100 Hämeenlinna

Tel. 03- 621 2219



8 SCHOOL NURSE

The school nurse works at the school. The school nurse monitors the child's growth and development jointly with the parents and the school doctor. The school nurse and the school doctor carry out health checks that monitor the child's physical (growth, weight, eyesight and hearing), mental and social growth and development. The school nurse is available during the school day, if the pupil has taken ill or sustained an injury. The doctor is available as required.