



---

# School Rules

of INTERNATIONAL COUNTRYSIDE SCHOOL in Prague

( hereinafter referred to as the “**School Rules**” ).

The School Rules define the mutual relations among the children attending the INTERNATIONAL COUNTRYSIDE SCHOOL ( hereinafter referred to as the “**school**” ), their legal representatives and the school employees.

---

**Operator: International Countryside school z.ú.**

with its registered office at Husovo nám. 468/16, 104 00 Prague 10 – Uhřetěves

ID No.: 051 95 802

**Principal: Ms. Tereza Dvořáková**

## Preamble

The school personnel/teachers duly and permanently cooperate/communicate with parent/s of the school children and by all means keep responsiveness and understanding for the parents/children’s acting, and also communicate tactfully and consider all information gained from the parents as highly confidential.

---

International Countryside school z.ú.

IČ: 051 95 802

Husovo náměstí 468/16

104 00 Praha 10 – Uhřetěves



Provozovna: International Countryside School

Na Džbánů 560, 161 00 Praha - Liboc

tel.: 773 017 757

e-mail: [tereza@countrysideschool.cz](mailto:tereza@countrysideschool.cz)

## School operation

- The regular week school operating hours ( including summer holidays ) are: 8:00 – 17:00.
- Any change/limitation of the above-referenced operating hours will be announced to the parent/s by the school principal min. 2 months in advance.
- The mutual agreement of the school and the parent/s may extend ( in full compliance with the parents requests ) the regular operating hours against the extra charge, which is:
  - 800,- CZK per each commenced hour and one kid after the 17:00 o'clock.

## Organization of the preschool education

- Solely the school principal and/or the school operator grant the right of education/acceptance in/to school.
  - The number of children accepted to the school attendance shall never exceed the school capacity of 45 children.
  - The claim for the child/children school attendance arises at the moment of due settling the mutually agreed school fee by the parent/s.
  - Unless the school capacity is exceeded and also the school fee is duly settled the school ensures that he children shall be accepted.
  - The school fee is determined, including, but not limited to, the school operating necessities.
  - The children may also be accepted throughout the school year or the summer holidays.
- 
- In compliance with the Czech law the school is also entitled to accept a child whose age is less than 3 years.

International Countryside school z.ú.  
IČ: 051 95 802  
Husovo náměstí 468/16  
104 00 Praha 10 – Uhřetěves



Provozovna: International Countryside School  
Na Džbánu 560, 161 00 Praha - Liboc  
tel.: 773 017 757  
e-mail: tereza@countrysideschool.cz

## Parent/s obligations

- Parent/s or another person/s authorized solely by the parent/s is obliged to hand the child/children over personally to the school personnel/teacher.
- The parent/s is obliged to announce in advance the child/children absence at school.
- The parent/s is obliged to keep the school informed about the child/children's health conditions/health problems or about other important facts that might be considered as important for the child/children school attendance or child/children stay at school facility with other children.
- The parent/s is obliged to inform the school about any contact changes ( e-mail address, cell phone number, fax number, address etc. ). This is also binding for the authorized person.
- Upon the mutual agreement of the school and the parent/s the parent/s may hand the child/children over to the school personnel/teacher at any time according to the needs of the child/children family; that all with full respect to the actual school day schedule/plan.

## The rights of the parent/s and the authorized person/s

- Parent/s or another person/s authorized solely by the parent/s is entitled to:
  - use the school entering adaptation program
  - inform him/herself and to be informed about the concrete school activities
  - inform him/herself and to be informed about the child/children progress
  - cooperate/co-work on the school plans/activities

- inform him/herself and to be informed about the consultancy service provided by the school relating to the all areas of education in the Czech Republic
- inform him/herself and to be informed about the child/children results within the school education.

### **The rights of the children**

- Each accepted child has a right for:
  - a quality preschool education that ensures the optimum growth of skills and the optimum growth of the child's personality
  - psychically and psychologically secure preschool environment
- Furthermore, each accepted child has rights stipulated in the Charter of Fundamental Rights and Freedoms as well as in the Convention on the Rights of the Child. Some other rights as stated in this School Rules.

### **Children's security**

- The school personnel/teacher is responsible for the children's safety from the moment of child handover from the parent/s or authorized person to the school personnel/teacher until the moment of child handover back from the school personnel/teacher to the parent/s or authorized person.
- It is allowed by the school to hand the child over to the another person/s authorized by the parent/s only having completed the school paper form including the written consent of the parent/s to do so, i.e. to hand the child over to the school personnel/teacher and to pick him up after school day is finished – *see School leaving rules*.
- Within all activities, including, but not limited to, the specific activities requiring increased child safety supervision, the school personnel/teachers strictly obey the following rules:

- 
- within the out of school stay/transfer/activities the school personnel follow the Traffic Code – traffic rules, mainly where there is no sidewalk or the sidewalk is impassable the

International Countryside school z.ú.

IČ: 051 95 802

Husovo náměstí 468/16

104 00 Praha 10 – Uhřetěves



Provozovna: International Countryside School

Na Džbánu 560, 161 00 Praha - Liboc

tel.: 773 017 757

e-mail: tereza@countrysideschool.cz

children walk solely on the left side of the road/road verge. Children walk in a row and solely in a group of two, not more. By reduced visibility or in the heavy traffic areas the children walk solely one after another in a row, not more,

- within the outdoors stay/activities the school personnel/teachers use/select solely the appropriate, safe and in advance known areas that shall not allow the child/children to leave the premises, which are also being controlled/checked by the school personnel before the real start of the activity and all potential dangerous objects ( such as shards, nails, cans, big sharp stones etc. ) are removed,
  - before and within the sport/physical activities that take place indoors ( in a school building ) or outdoors ( other school premises ) the school personnel/teachers control/check the safety preparedness of these premises ( yards, courts, fields, classes etc. ) to remove all potential dangerous objects and barriers to avoid any child/children injury as well as the school personnel control/check the condition of all gym equipment. The school personnel/teachers also heed to the child/children age & physical and health conditions & individual skills within the sport or any physical activities not to assign a disproportionate exercise/task to the child/children as well as the school personnel/teachers always adjust the sport exercise intensity and difficulty to the child/children age & physical and health conditions & individual skills,
  - within the art & skill activities where there it is necessary to use the appropriate tools such as: scissors, knives, mallets/small hammers etc. the child/children are under heightened surveillance of the school personnel/teachers and all the above-referenced tools are specifically modified ( i.e. the scissors, knives have no blade, sharp edges/prongs etc. ).
- 
- In all school facilities/premises it is strictly forbidden to:
    - consume any alcohol beverages
    - use unauthorized electrical devices
    - placing the personal stuff of the school personnel to unspecified site.

### School entry rules

---

International Countryside school z.ú.  
IČ: 051 95 802  
Husovo náměstí 468/16  
104 00 Praha 10 – Uhřetěves



Provozovna: International Countryside School  
Na Džbánu 560, 161 00 Praha - Liboc  
tel.: 773 017 757  
e-mail: tereza@countrysideschool.cz

- The school personnel/teachers keep the daily records of the health conditions of the child/children.
- The school personnel is entitled to reject the entry to the child/children who has/have/evidence/s obvious symptoms of any disease or actual worse health condition ( e.g. fever, infection disease, cold, running nose etc. )
- The child/children have to arrive to the school accompanied by their parent/s or authorized person/s between 8:00 and 9:00 o'clock. In case of a late arrival the parent/s is obliged to announce this fact immediately to the school principal. The parent/s expressly agree/s that in the case of a late entry to the school on the day of a planned outdoor activity, which is due to start at 9:00 o'clock, this late arrival will cause an absence of the child/children in this outdoor activity.

### School leaving rules

- The child/children leave the school:
  - after lunch at 13:00 o'clock
  - after resting regime and an afternoon snack at 15:00 o'clock
  - after regular whole day regime between 16:00 and 17:00 o'clock

### Alimentation

- The accepted child/children are provided with the daily morning snack, lunch and the afternoon snack.
- The alimentation is included in the school fee and is obliged. The school fee is stipulated in the actual school price list and includes all provided services, above-referenced alimentation and VAT.

### Necessary children's equipment

- Child/children are obliged to bring along to the school personal stuff as follows:
  - slippers ( no sandals/mules, no slippers with lace ) without the lace only
  - pyjamas
  - class clothes
  - spare clothes
  - underwear
  - long & short sleeve T-shirt
  - outdoor clothes
- All the above-referenced clothes have to be tagged/labeled with the child/children's Given name and Family name.

### School property use/manipulation

- Within the school day/the stay of the children at school/in the class the school personnel ensure that the children use/handle with the school property/tools/textbooks etc. carefully not to damage the school property/equipment.
- The school personnel together with the children settle in advance the concrete rules of each exercise/assignment/activity or game as well as the required behavior of the children within the concrete exercise/assignment/activity or game or throughout the school day.

- The school personnel leads the program – each exercise/assignment/activity or game with respect to the children’s age as well as to the actual safety conditions at manipulation of the didactic tools, toys, sport equipment etc.
- The school states that every exercise/assignment/activity or game that the children are involved in contains safety procedures.

School Rules are effective as of August 11th, 2018.

In Prague, Czech Republic.

-----

International Countryside School –Mateřská škola s.r.o.

---

International Countryside school z.ú.  
IČ: 051 95 802  
Husovo náměstí 468/16  
104 00 Praha 10 – Uhřetěves



Provozovna: International Countryside School  
Na Džbánu 560, 161 00 Praha - Liboc  
tel.: 773 017 757  
e-mail: tereza@countrysideschool.cz