



Information about the educational system:

- ❖ Registration period: from January to February of the previous school year. Exact dates are updated each year. Please, consult <https://bit.ly/2TC1O35>
- ❖ Exam period: The teaching year can be divided in two quarters or three trimesters. The two quarters are divided as follows: first quarters goes from September to February; the second one from March to June. While, the trimesters are divided as follows: the first trimesters goes from September to early December; the second from December to March; the third from April to June.
At the end of each quarters or trimester, an interim evaluation is provided to students according to the formative assessment done during the month.
In June, students of the last year of primary education and secondary education are involved in national exams to obtain the related diploma.
- ❖ School attendance policy
 - *Number of absences:* According to the Presidential decree 12/2009, in secondary education, attendance of at least three quarters of the annual timetable is required to proceed with the final assessment of each student. In exceptional cases, educational institutions may establish justified and exceptional derogations from the above limit, in the same way as for the first cycle. This derogation is provided for documented and continuous absences, if such absences do not prejudice, in the opinion of the class council, the possibility of assessing the pupils concerned. Failure to meet the minimum attendance limit, including the recognised exceptions, shall result in exclusion from the final ballot and non-admission to the next class or to the final cycle examination.
 - *Reporting procedure of absences:* Each absence should be justified by parents (or by students themselves when they turn 18) and by specifying the reason. Remember that if a student has been home due to illness for more than 5 days in a row, in many regions schools require a medical certificate stating that the student can return to class. The certificate must be presented together with the school justification.
- ❖ Frequency of parent visits: At the end of each quarters/trimester, meetings teachers-parents are organised. During the school year, parents can meet teachers and headmasters whenever they need to communicate with the school.
- ❖ Required documents for school enrolment & registration:
 - Self-certification of personal data (e.g., birth date, birthplace, etc.)
 - Birth certificate
 - Certificate of Vaccination
 - Certificate from the (last) school attended in the home country. The certificate must be accompanied by a translation into Italian and by a certificate of conformity issued by the Italian diplomatic or consular authority
 - A declaration, issued by the Italian diplomatic or consular authority, that the school attended (or at which the exams were taken) is legally recognised (the document should include the organisation of the studies, the total number of classes attended or, in the case of exams, the foreign class to which they give access)
- ❖ Public holidays:
 - Sundays
 - 1st of November, All Saints' Day
 - 8th of December, Feast of the Immaculate Conception
 - 2 weeks during Christmas time (usually from 23rd of December to 6th of January)
 - 2 days for Carnival, usually in February
 - Around 1 week during Easter time



- 25th of April, Liberation day
 - 1st of May, Workers' day
 - 2nd of June, Republic day
 - Summer break from mid-June to mid-September
 - The local patron saint, the date changes in each city
- ❖ **School hours:** In secondary education, usually school starts at 8.00 and finish at 13.30/14.00, but the timetable can vary from school to school. At the beginning of the school year, each school decides the timetable for the classes. Ask to the administrative office or teachers of your children the exact timetable.

Information on the school system:

School level	Grade	Age range	Country
Childhood education		3-6	Italy
Primary education	1-5	6-11	Italy
Lower Secondary education	1-3	11-14	Italy
Upper Secondary education	1-5	14-19	Italy
VET	1-3 Or 1-5	14-17 14-19	Italy
Higher education		19+	Italy

Supporting institutions:

- ❖ Name of supporting institution: Ministry of Education, University and Research
 - ❖ Address: Viale Trastevere, 76/a - 00153 ROME
 - ❖ Website: <http://www.miur.gov.it/>
 - ❖ Email: DPIT.segreteria@istruzione.it
 - ❖ Tel.: 06.5849.1
- ❖ Name of supporting institution: Regional School Department - Sicily
 - ❖ Address: Via G. Fattori, 60 - 90146 Palermo
 - ❖ Website: <https://www.usr.sicilia.it/>
 - ❖ Email: direzione-sicilia@istruzione.it
 - ❖ Tel.: 091 69 09 111

Emergency contact information:

- ❖ Name of organization: UNHCR Italy
- ❖ Website: <https://www.unhcr.it/>
- ❖ Emergency call: +39 06 802121



- ❖ Name of organization: Italian Council of Refugees
- ❖ Website: <http://www.cir-onlus.org/>
- ❖ Emergency call: +39 06 69200114

- ❖ Police tel. number: 112 or 113
- ❖ Fire department tel. number: 115
- ❖ Medical service tel. number: 118