



Information about the educational system:

- ❖ **Registration period:** Registration is normally done between March and May, and exceptionally at the beginning of September, but the schools have the obligation to admit all those students who join during the course.
 - ❖ **Exam period:** Exam periods in Secondary Education are usual at the end of each trimester, and there may be more exams during this period. In addition, final exams are also carried out at the end of the course. It should be noted that the LOMCE establishes that a final evaluation be carried out at the end of the 4th year of ESO, but this does not have academic effects, nor is it a requirement to approve it in order to obtain the degree.
 - ❖ **School attendance policy**
 - *number of absences:* The number of absences varies according to each center, so it is the competence of the center to establish those absences that may occur throughout the course.
 - *reporting procedure of absences:* Regarding the aforementioned procedure, it is also the responsibility of each center, since different tools are used to communicate the absences of the students.
 - ❖ **Frequency of parent visits:** It is usual for families to meet with the tutor once per trimester, but it always depends on the center, since they can meet more often.
 - ❖ **Required documents for school enrolment & registration:** Photocopy of ID or passport of the father and mother, Family Book or document that shows the child's data (names, date of birth, parents' information, nationality, etc.), document the studies carried out (bulletin, certificates of studies, etc.), vaccination record and registration in the place of residence.
 - ❖ **Public holidays:**
 - Saturdays and Sundays
 - 12th October – National Day
 - 1st November - All Saints Day
 - 6th December - Spanish Constitution Day
 - 8th December - The Immaculate Conception
 - Christmas time – From 22th of December to 7th of January
 - Easter time – approximately one week
 - 1st May – Workers' day
 - Summer break - From the end of June to the beginning of September

*Christmas holidays and Easter, vary from one Autonomous Community to another, since they are responsible for annually set the school calendar, although they must meet, as set by the LOMCE, a minimum of 175 teaching days for teaching obligatory. In addition, each Autonomous Community has its feasts days.
 - ❖ **School hours:** The schedule of entry and exit of Secondary Education varies according to the school, although the most usual time of entry is at 8:30 in the morning, while the departure is at 14:30, and may have some afternoon of classes. The students attend 1,054 hours of class for each school year, which are spread over 30 hours per week, which means 6 hours a day.
- * Due to the decentralization of the competences that occur in the Spanish educational system, each center has different characteristics.



Information on the school system:

School level	Grade	Age range	Country
Early Childhood Education		0 - 6	Spain
Primary Education	1 - 6	6 - 12	Spain
Secondary Education	1 - 4	12 - 16	Spain
Bachelor	1 - 2	16 - 18	Spain

Supporting institutions:

<ul style="list-style-type: none"> ❖ Name of supporting institution: Secretary of State for Immigration and Emigration. Ministry of labor and social affairs ❖ Address: José Abascal, 39. 28071. Madrid. ❖ Website: http://www.mitramiss.gob.es/es/sec_emi/index.htm ❖ Tel.: 91 363 70 22
<ul style="list-style-type: none"> ❖ Name of supporting institution: Regional Office for Immigration (OFRIM) ❖ Address: Los Mesejos, 9. 28007, Madrid. ❖ Email: ofrim@comadrid.es ❖ Tel.: 91 551 47 54
<ul style="list-style-type: none"> ❖ Name of supporting institution: Centers for Participation and Immigrant Integration (CEPI) ❖ Address: Offices by district in Madrid, consult on the web page ❖ Website: http://www.comunidad.madrid/sites/default/files/directorio_cepi_0.pdf
<ul style="list-style-type: none"> ❖ Name of supporting institution: Immigrant Student Traveling Support Service (SAI) ❖ Website: https://www.educa2.madrid.org/web/direcciones-de-area/alumnado-inmigrante-sai-y-seti- ❖ Email: sai.moralzarzal@educa.madrid.org
<ul style="list-style-type: none"> ❖ Name of supporting institution: Asylum and Refugee Office (OAR) ❖ Address: Pradillo, 40. 28002, Madrid. ❖ Website: https://www.madrid.es/portales/munimadrid/es/Inicio/Servicios-sociales-y-salud/Direcciones-y-telefonos/Oficina-de-Asilo-y-Refugio-OAR-/?vgnnextfmt=default&vgnnextoid=f863e7510551c010VgnVCM2000000c205a0aRCRD&vgnnextchannel=2bc2c8eb248fe410VgnVCM1000000b205a0aRCRD ❖ Tel.: 915 372 170 / 060
<ul style="list-style-type: none"> ❖ Name of supporting institution: Shelter center for refugees (CAR) ❖ Address: Consult according to the center that best suits (Vallecas or Alcobendas) ❖ Website: http://extranjeros.mitramiss.gob.es/es/ProteccionAsilo/car/index.html http://extranjeros.mitramiss.gob.es/es/ProteccionAsilo/car/docs/Carta_de_Servicios_2018_2021_es.pdf



- ❖ Email: car.alcobendas@meyss.es / car.vallecas@meyss.es
- ❖ Tel.: 91 653 41 00 (Alcobendas) / 91 777 78 14 / 98 (Vallecas)

Emergency contact information:

- ❖ Name of organization: CEAR
Website: <https://www.cear.es/>
- ❖ Emergency call: 91 555 06 98
- ❖ Name of organization: Cruz Roja
Website: <http://www.cruzroja.es/principal/web/madrid/inmigrantes>
- ❖ Emergency call: 902 222 292
- ❖ Emergency telephone number: 112

• Non-governmental organizations

- ❖ Name of organization: Red Acoge
❖ Website: <https://www.redacoge.org/es/>
- ❖ Name of organization: SOS Racismo Madrid
❖ Website: <http://www.sosracismomadrid.es/web/>
- ❖ Name of organization: Asociación Comisión Católica Española de Migraciones (ACCEM)
❖ Website: <https://www.accem.es/>
- ❖ Name of organization: CEPAIM
❖ Website: <http://cepaim.org/>
- ❖ Name of organization: Caminando fronteras
❖ Website: <https://caminandofronteras.wordpress.com/>
- ❖ Name of organization: ACNUR
❖ Website: <https://eacnur.org/es>
- ❖ Name of organization: Red española de inmigración y ayuda al refugiado
❖ Website: <http://www.redinmigracion.org/>
- ❖ Name of organization: Amigos de las personas inmigrantes (APLA)
❖ Website: <http://www.apla.org.es/>
- ❖ List migrants' associations in Madrid
❖ Website: <https://www.madrid.es/portales/munimadrid/es/Teatro/Asociaciones-de-inmigrantes?vgnextfmt=default&vgnextoid=ae767aaa4c111110VgnVCM2000000c205a0aRCRD&vgnnextchannel=f7a5f2c360d8a310VgnVCM2000000c205a0aRCRD>

• Different resources that contribute to the integration of migrants



<ul style="list-style-type: none"> ❖ Name: Detailed information for the arrival of migrants to Spain ❖ Website: https://www.fundacionlengua.com/canal-desarrollo/es/guia-primeros-pasos-inmigrantes-comunidad-madrid/art/2144/
<ul style="list-style-type: none"> ❖ Name: Guide for migrants: Resources and labor orientation ❖ Website: http://aculco.org/wp-content/uploads/2014/10/GUIA-Futuros-compartidos-Il1.pdf
<ul style="list-style-type: none"> ❖ Name: Social Resources Guide ❖ Website: https://www.madrid.es/UnidadesDescentralizadas/ServSocialesYAtencionDependencia/ContGenericos/guia_recursos_interactivo_web.pdf
<ul style="list-style-type: none"> ❖ Name: Manual of integration in the city of Madrid ❖ Website: https://www.madrid.es/UnidadesDescentralizadas/Inmigracion/EspInformativos/MadridConvive/Observatorio/Publicaciones/Gu%C3%ADa%20de%20recursos/MICM.pdf
<ul style="list-style-type: none"> ❖ Name: Map of residential resources of the Madrid network for the fight against poverty EAPN Madrid ❖ Website: https://docplayer.es/18128292-Mapa-de-recursos-residenciales-de-la-red-madrilena-de-lucha-contra-la-pobreza-eapn-madrid.html
<ul style="list-style-type: none"> ❖ Name: Resources for refugees in the Community of Madrid ❖ Website: https://www.ucm.es/data/cont/media/www/pag-91718/2-2%20Recursos%20para%20Personas%20Refugiadas%20en%20la%20Comunidad%20de%20Madrid.pdf