

**School Year
2026-2027**



**Information for Parents
Elementary School**

Dear Jules Verne Elementary School Parents,

Given the large number of different processes in our everyday Campus life and the resulting questions, this parent information with Learning House ABC is intended to give you a comprehensive overview of all relevant topics. We need your help to ensure that our learning house runs smoothly: Please read this brochure carefully and support the JVC by adhering to the processes and rules outlined here. **All contents changed or added since the previous school year are marked in green!**

The following points are particularly important:

1. **The learning house is open daily from 8:00 am - 5:35 pm. Due to the newly introduced legal right to full-day care for elementary school children in Bavaria, Elementary School lessons now start at 8:15 am with a "Smart Start to the Day," which includes mindfulness exercises, quiet weekly plan work, or movement activities. Classes and the full-day program will also end at 3:45 pm for all learning partners, with a closing session similar to the start of the day. Siblings of Grammar School learning partners may, upon registration, continue to remain in the learning house under supervision until 4:00 pm. All other children leave the learning house at 3:45 pm after lessons end. In connection to this, there will also be a minor adjustment for Hort children explained in the Hort & Kindergarten Parent Information.**
2. Campus is closed during the Christmas vacations and the last two full weeks of the summer vacation until the start of school, at which time we conduct team training and to prepare for the new school year.
3. Learning house communication takes place exclusively via the school administration program, SchulApp.
4. To promote the independence of the children, the parents stay in the outdoor area during drop-off and pick-up times.
5. There are sufficient parking spaces in the surrounding streets and bicycle parking spaces on the JVC grounds for dropping off and picking up learning partners. Kindergarten parents can use the underground parking garage in the designated parking area.
6. Our parents' evenings will also take place in the 2026/2027 school year either "live" on Campus or virtually on MS Teams. You will receive details of the schedule with the invitations posted on SchulApp.
7. **The learning house closes on January 15, 2027 due to New Year's JVC team dinner at 4.00 pm. There will be no Hort care on this day.**
8. **On the Day of Repentance and Prayer on November 18, 2026 and on May 7, 2027, Hort is closed due to team training.**
9. **Classes end on the last day before the Christmas vacations on December 23, 2026, on May 7, 2027 due to team training and on the last day before the summer vacations on July 30, 2027 at 12.00 noon. There will be no Hort care on these days. Also on these days, learning partners will get a lunch packet right before school ends and all buses will leave at 12:00 noon. If your bus child does not need the 12:00 bus on this day, please deregister your child's bus via SchulApp.**
10. On the days of the Jules Verne Festival and the Christmas Festival, all children are automatically deemed to be deregistered from bus transportation. Separate registration is required to use the bus on these days.

The most important points summarized as a reminder:

1. **Supervision in the learning group rooms begins daily at 8:00 in the Elementary School.**
2. Wearing the campus outfit is compulsory. After the third violation, you will be asked to pick up your child from school.
3. Bus transportation takes place at fixed stops. You can find our routes on our website under "[Downloads](#)."

We would like to thank you for your support and look forward to a successful and inspiring school year 2026/2027!

Your Jules Verne Campus Team

Contents

Ansprechpartner I Contacts____5

House Rules____7

Table of Contents Elementary School ABC for Parents____8

Elementary School ABC for Parents____10

Appendix: Information about placing your child in a secondary school____36

Checklist for parents ____39

Ansprechpartner | Contacts

Bayerwaldstraße 8 | 81737 München

Tel.: +49 (0)89 62 81 66 86 0

Fax: +49 (0) 89 62 81 66 86 99

www.jules-verne-campus.de

orga@jules-verne-campus.de

Administration & Empfang | Administration & Reception

Name Last name	Vorname First Name	Schwerpunkt Specialty	Kontakt Contact
Beck	Veronika	Storytelling & Öffentlichkeitsarbeit	orga@jules-verne-campus.de
Bell	Jeremy	HR & Admissions Assistant	
Scholz	Regina	IT & Print Media	
Sugiaman	Heidi	Photography, Kindergarten Support & In-house Projects	
von Heynitz	Sandra	HR & Admissions Expertin	
Zhou	Yuhan	Communications & IT Assistant	

Leitung Administration & Facility | Head of Administration & Facility

Name Last name	Vorname First Name	Funktion Role	Kontakt Contact
Agic	Antje	Leitung Administration & Facility Head of Administration & Facility	a.agic@jules-verne-campus.de

Leitung Buchhaltung | Head of Accounting

Name Last name	Vorname First Name	Funktion Role	Kontakt Contact
Ebner	Pilar	Leitung Buchhaltung Head of Accounting	p.ebner@jules-verne-campus.de

Leitung Küche | Head of Kitchen

Name Last name	Vorname First Name	Funktion Role	Kontakt Contact
Jüllich	Anja	Leitung Küche Head of Kitchen	a.juellich@jules-verne-campus.de

Leitung Schulen | Heads of School

Name Last name	Vorname First Name	Funktion Role	Kontakt Contact
Baggott	Tim	Leitung Grundschule Head of Elementary School	t.baggott@jules-verne-campus.de
Ratzinger	Markus	Leitung Grundschule Head of Elementary School	m.ratzinger@jules-verne-campus.de
Hill	Andrew	Leitung Gymnasium Head of Grammar School	a.hill@jules-verne-campus.de
Riedl	Christine	Leitung Gymnasium Head of Grammar School	c.riedl@jules-verne-campus.de

Leitung Hort & Kindergarten | Heads of Hort & Kindergarten

Name Last name	Vorname First Name	Funktion Role	Kontakt Contact
Becker	Karina	Leitung Hort & KiGa Head of Hort & KiGa	k.becker@jules-verne-campus.de
Becker	Simon	Leitung Hort & KiGa Head of Hort & KiGa	s.becker@jules-verne-campus.de

Lernhausleitung & Geschäftsleitung | Head Learning House & Management

Name Last name	Vorname First Name	Funktion Role	Kontakt Contact
Dr. Ebner	Christian	Geschäftsführer CEO	
Dr. Elston-Güttler	Kerrie	Lernhausleitung Head of Learning House Prokuristin Authorized Officer	k.elstonguettler@jules-verne-campus.de
Striegel	Anja	Prokuristin Authorized Officer	a.striegel@jules-verne-campus.de

Die Kontaktliste für Lernbegleiter in der Grundschule und im Gymnasium sowie der pädagogischen Begleiter im Hort & Kindergarten, finden Sie unter „**Ansprechpartner**“ unter „**Infos**“ auf der SchulApp.

*The contact list for learning guides in the Elementary and Grammar Schools or pedagogical guides in the Hort & Kindergarten may be found under “**Contacts**” under “**Infos**” on SchulApp.*

House Rules

Preamble

Mutually respectful interactions, integrity and consideration of others form an important foundation which underpins our cooperation on Campus. This foundation comprises the Code of Conduct or “Commitments” of Jules Verne Campus, created by our children and learning partners:

- We take turns talking and listen carefully.
- I arrive in good time and am prepared.
- I treat people and things with respect.
- I am attentive and helpful.
- We greet and say goodbye to one another.
- I follow through on agreements and take responsibility.
- We formally address each other by name and use appropriate language.

We consider Jules Verne Campus to be a place in which we can work, learn and interact calmly. We take care of all materials, other people’s belongings and input rooms made available to us and use materials and resources carefully. These values, principles, and commitments result in the following rules for us:

Accompanying our learning partners	Parents are welcome to accompany their child to the front entry gate, and they can also collect their child there. Hort and bus children should go to their respective meeting points when school has finished.
Alcohol	The consumption of alcohol by children and learning partners is not allowed on Campus or at school events.
Bicycles	Bicycles should be parked properly, and for safety reasons, not ridden on Campus grounds. The House of Learning is not liable for any consequential damage.
Campus Clothes	We display our membership of the Jules Verne Campus community by wearing at least one visible item of the appropriate Campus Dress collection. In Kindergarten, wearing Campus Dress is optional.
Garage	The garage is only to be used by employees and learning partners in the upper grades. The only exception are specially marked parking places for Kindergarten parents. In the garage all people should drive considerately.
Smoking, drugs and firearms	Bringing guns or dangerous objects to school, smoking or consuming drugs in any form are strictly forbidden on Campus. Toy weapons and masks covering the face are not permitted.
Sport and Movement	For the sake of our own safety, we take jewelry off before Sports lessons. The House of Learning is not liable for these items. Movement devices (e.g. pedalos or unicycles) may only be used with the permission of a learning or pedagogical guide and with a helmet.
Supervision	During lessons and breaks, children up to grade 10 are not permitted to leave the Campus on their own.
The rules of the school yard	We keep our school yard clean and put litter into the designated bins.
Visitors	Visitors are requested to report to reception. Please ensure that you always close external gates when entering and leaving Campus.

Table of Contents Elementary School ABC for Parents

Absences for learning partners__10	Hello, Please and Thank you __22
Absences from sports lessons__10	Homepage/Website __22
Accidents in school__10	Homework__22
Address changes__10	House rules__22
Annual schedule__11	Individualisation__22
Annual theme__11	Internet use by children and young people__22
Awards__11	iPads __23
Beginning of lessons__11	JVC Goals & Vision 2025-2028__23
Behaviour Policy__11	Learning groups__25
Bilingualism / Immersion__12	Learning outside school__25
Books and other materials__12	Learning Partner Portrait __25
Breaks and play time__13	Learning support__25
Bringing and collecting__13	Leave of absence__25
Bringing Treats & Festivals__13	Lesson times__25
Campus-Outfit __14	Library__26
Carpool World__14	Lice__26
Christmas market__14	Lost property__26
Climbing wall__14	Lounges__26
Cloakroom__14	Lunch__26
Cloakroom bags__14	Making learning visible__27
Code of conduct ('Commitments')__14	Materials / books __27
Communication platform__15	Media concept__27
Compass Talks__15	Mobile phones / other electronic devices__27
Compulsory measles vaccination__15	Movement__28
Contact for parents__16	Musical instruments__28
Contagious illnesses__16	News from Jules Verne Campus__28
créAktiva__16	Oasis Coffee for parents __28
Crisis Situations: Fire, AMOK, Injury __16	Official recognition as a state school__28
Curiosology®__17	Opening hours__28
Cycling test__17	Ordinary termination of school and service contracts (Kindergarten care contract)__29
Damage to property__17	Parent Cooperation and Parents' Association__29
Diamonds__17	Parental collaboration with learning guides__30
DNA__17	Parental collaboration with the House of Learning__30
Doctor's note__18	Parents' Consultation Hours__30
Doctors' appointments__18	Parents' evenings__30
Drop-off Zone__18	Parking in the Underground Carpark__30
Entry to the House of Learning__18	Religious festivals__30
Expedition statement on Campus__18	School buses __31
External sport facilities__19	School closure due to hot weather ('Hitzefrei')__31
Food Offers and Eating Culture in the JVC Oasis__19	School dog__31
Fractal__20	School fees__31
Frequently asked questions __20	School holidays__31
Fundraising at JVC__20	Scooters / rollerblades / bikes / waveboards__31
Future Skills™ __21	Slippers__32
Getting to school__21	Snacks__32
Gifts for JVC Staff__21	Snow__32
Gumpy room__22	Social media__32
Head of Learning House__22	

Sport attire__32
Sports room “The Core” in the 2nd level basement__32
Stop rule__32
Supervision after school__33
Supervision in the learning group__33
Swimming lessons__33
Talent Promotion__33
Tax Assessment__33
Timetable__34
Toys__34
Transition to secondary school__34
Trips __34
Underground car park__34
Wearing a helmet __34
Weather-appropriate clothing__34
Winter sports days__35
Written grade reports__35
Written school confirmation__35
Yearbook__35

Elementary School ABC for Parents

All informational leaflets can be found in the “Infos” section on the SchulApp.

Absences for learning partners

Short-term absences due to illness

Parents need to register children who are too unwell to attend school as ill via the SchulApp by 8:00 am. In exceptional cases, this may be done by telephone or e-mail to orga@jules-verne-campus.de. As of the fourth day of non-attendance at school, a ‘sick note’ is required from your child’s doctor attesting illness. In case of contagious illness required to be reported, the house of learning must be informed immediately by email to orga@jules-verne-campus.de (see leaflet “Contagious illnesses”).

All planned absences

All planned absences, e.g. doctor’s and dentist’s appointments, sporting events and requests for leave of absence must be requested from the Heads of School via the “Anträge” module in the SchulApp and must be submitted two working days (min. 48 hours) in advance.

Instructions on how to use the SchulApp “Anträge” module and our information sheet for absences can be found on SchulApp under “Infos” and on our website under “Downloads.”

Checks on absent children

All parents whose children are still unexpectedly absent at 9:00 am will be contacted by reception. If it is not possible to contact parents, if approved by the Head of School we reserve the right to inform the police.

Absences from sports lessons

Collaboration with parents is based on trust. Parents are therefore permitted to provide a written ‘sick note’, excusing their children from sports lessons if needs be, Doctor’s note from 4th day. An excused child will still be able to participate in the lesson as a helper or can work in the learning group input room.

Accidents in school

Parents are always informed about accidents that happen in the House of Learning, with the exception of minor incidents. If your child is injured while attending school or Hort, public insurance covers any medical costs. Therefore, parents are required to inform us of the name and address of the doctor treating any school injuries, by writing an email to orga@jules-verne-campus.de. If you receive a medical bill, please send the original to: Kommunale Unfallversicherung Bayern Bayerische Landesunfallkasse, Ungererstraße 71, 80805 München.

Address changes

Parents should inform us immediately about any changes in personal details such as address, telephone numbers or e-mail by notifying reception at orga@jules-verne-campus.de.

Annual schedule

We provide you with a collection of diary dates relevant for school at Jules Verne Campus. Please note that parents will not be reminded of many of these dates during the year, so it needs to be carefully noted.

Annual theme

An annual theme is determined by the leadership team with staff input before the beginning of each school year. The purpose of the annual theme is to frame the school year in a cohesive way for all departments on Campus and give a special, timely pedagogical focus to the year in a memorable way for learning partners of all ages.

Once determined, the theme is shared with the Parent's Associations and presented at the parent's evenings at the beginning of the school year. Projects, lessons and excursions are planned by the various schools and departments in connection with the theme. It is also present in our yearbook. Annual themes up until now:

2019/2020	Oh, the Places You'll Go!
2020/2021	Diversity in Motion
2021/2022	Take a Walk in My Shoes
2022/2023	Imagination flows everywhere
2023/2024	10/ZEHN!
2024/2025	Time and Space to Dream
2025/2026	Stay playful, be curious!

Awards

We're very proud that Jules Verne Campus has received the following excellence awards:

- Award for Innovation during the Corona Crisis in 2022
- Klimaschule Bronze Award for the 2022/2023 School year
- Good, Healthy School in Bavaria Award 2023
- Climate School Gold Award for 2023-2026
- Eco-School in Europe / International Sustainability School Award 2024
- School without racism, School with courage 2024
- Gut.gekocht.gewinnt award for sustainable catering (Oasis) 2024

Details about these awards can be found in the JVC yearbook, our website, and in social media blogs.

Beginning of lessons

It is the responsibility of the parents that their child arrives in school on time, or ideally 10-15 minutes before lessons begin, so they can get ready calmly. Every child who arrives late disturbs lessons and the activities taking place in the learning group.

Behaviour Policy

At Jules Verne Campus Elementary School, our approach to behaviour is rooted in creating a safe, re-

spectful and supportive environment in which all learning partners can thrive academically, socially and emotionally. We view behaviour as part of learning and development, and we work proactively to support children in understanding their choices, managing emotions and building positive relationships.

Learning guides implement our behaviour policy on a daily basis through clear expectations, consistency and strong relationships. Positive behaviour is actively taught, modelled and reinforced, and learning partners are supported to reflect on their actions and take responsibility in ageappropriate ways. Our shared expectations focus on being **ready, respectful and safe**, helping children understand how their behaviour impacts both themselves and others.

When behavioural challenges arise, learning guides respond calmly and constructively, using coaching, reflection and restorative conversations wherever possible. The aim is always to help learning partners learn from situations, repair relationships and make more positive choices in the future.

As part of this approach, we sometimes use **behaviour reflection sheets** to support learning partners in thinking about what happened, how they felt, how others were affected and what they can do differently next time. These reflection tools are **not used as a punishment**, but a way to encourage selfawareness, growth and responsibility. Where patterns of behaviour persist or further support is needed, parents may be invited to meet with the learning guides and school leadership to work together on strategies to support the child's wellbeing and development. We place great value on partnership with families.

Through this open communication, shared reflection and cooperation, we aim to provide consistent support for learning partners both at school and at home. By working together, we foster a school community built on empathy, mutual respect and shared responsibility, where every child feels safe, supported and able to grow.

Bilingualism / Immersion

In our elementary school, in addition to the German learning guide, the children are also supervised by a learning guide whose English is at the level of a native speaker. Both learning guides share the lessons in each learning group. We work according to the "immersion principle," a term from second language acquisition, meaning that the foreign language is acquired through contextual use rather than through pure instruction.

Books and other materials

Before the beginning of each academic year, parents receive a list of books and other materials necessary for the next school year via our website and on the SchulApp. Parents are responsible for ordering and purchasing materials for their child. To simplify the ordering process, parents may also place an order for material and workbooks with our partners at "schulstart.de" as they do for campus clothes.

The link is available on our website, so all necessary materials can be ordered in one package. For convenience, Jules Verne Campus has already prepared a list with chosen pedagogical materials in the appropriate quantities. It is also possible to deselect those materials which you already have with a "click" and choose to reuse accordingly.

Textbooks can as a rule be ordered via our partner at "schulengel." As an alternative to buying individually owned textbooks, in the Elementary School and in the Grammar School, they can also be borrowed from the learning house at the beginning of the year. There will be a non-refundable charge for this service. Borrowed textbooks do have to be returned undamaged to school at the end of the academic year. If a book is lost or returned damaged, then parents are responsible for refunding the full cost of the

book to our House of Learning.

One important goal of our work at Jules Verne Campus is that the learning partners learn to look after their own materials. For this reason:

- materials brought from home should have the child's name on them
- items which have been lost or damaged should be replaced by parents as soon as possible
- Books which have been scribbled in or on, should be cleaned up or newly covered.

The learning guides will check these points on a regular basis.

Breaks and play time

Breaks are generally spent outside, even if the weather is poor. Accordingly, we ask you to ensure your child is suitably dressed for the weather conditions. Should conditions be severe, then the children can stay in the indoor areas. Children dressed in weatherproof clothing may, provided there is no danger, still have their break in the playground. Learning partners in tenth grade and above may leave Campus grounds during breaks with written parental consent.

Additionally, in summer, children may bring and apply their own sunscreen. It should be clearly labelled with their name and kept, along with a sun hat, by the child in their backpack.

Bringing and collecting

Parents of grade 1 children are welcome to accompany children up to the input room during the first two weeks of the school year.

In order to promote the independence of the children and because this practice has had a positive effect on the hygiene standards during the corona-related restrictions, we ask parents after this period to say goodbye to their children in the morning in the outdoor area and to wait for them there in the afternoon. The reception area is available for important requests from parents.

All parents who come to the learning house for a planned appointment will be collected at reception.

Bringing Treats & Festivals

From breakfast in Kindergarten to morning snacks in Elementary and Grammar School, and during our Campus-wide lunch, we aim to avoid refined sugar. At lunchtime, learning partners are offered either fruit or a small dessert following the main course, and fruit is available during snack times. Therefore, bringing additional sweets into our House of Learning is not allowed. A birthday cake or muffins are the only exceptions.

For school celebrations, we offer a buffet of treats brought by various families that are not provided by our Oasis team. To ensure festivals are safe for all our learning partners, we ask for you to adhere to the following guidelines with regards to allergen and ingredient requirements (including "may contain" information):

- Please provide a small sign indicating **whether and which** of the following allergens are contained in the food: **wheat, seafood, milk, eggs, soy, celery, or mustard**
- **Peanuts, almonds, hazelnuts, walnuts, pistachios, and sesame seeds should NOT be used.**
- If allergens are used in a cake for a class celebration, it is thoughtful to provide an alternative option.
- Learning guides (or at festivals, parents) check ingredients and allergen labels before serving any item.

- Leftovers are not distributed to take home unless approved by the learning guide or parent.

Campus-Outfit

In accordance with your contract, we expect all learning partners to wear at least one visible item of school clothing from the appropriate collection for the duration of each school day. The first time a learning partner isn't wearing the Campus outfit, he/she will be asked to put on an item from the JVC stock (washed lost-and-found items). The second time this happens, the child will have to put on a JVC stock item again; Elementary School children also receive a written warning form to be signed by his/her parents. The third violation will result in the learning partner not being able to participate in lessons and the parents being called to collect them from school.

Carpool World

Starting from the 2023/2024 school year, JVC has offered a carpooling App called Carpool World. Details about registration will be made available on SchulApp. With the app, users can coordinate cycling trips, carpools, or group use of public transport to and from Campus with any other JVC user. Use of the app is entirely voluntary and supports our status as a Climate School.

Christmas market

In the run-up to Christmas, we organize a Christmas market. The children sell home-made presents or baked goods. The proceeds are donated to charity. Separate events may be held for the schools and Kindergarten. The dates can be found in the annual schedule.

Climbing wall

The climbing wall is in one of our sports rooms in the basement and can be used as part of our daily offers for movement.

Cloakroom

The cloakrooms are neither input rooms nor play areas. Our learning guides check on children's use of the cloakrooms. However, we accept no responsibility for items which go missing in the cloakrooms.

Cloakroom bags

Each child has a cloakroom bag in which he/she can keep personal things such as gloves, hat and a scarf. Wet clothing such as jackets should be hung up on a peg and not be kept in this bag. Each child should also bring their own sports bag to keep their sports clothes and shoes in.

Code of conduct ('Commitments')

In order for all learning guides, learning partners and parents to interact with each other respectfully, we adhere to the following commitments:

1. We take turns talking and listen carefully
2. I arrive in good time and am prepared

3. I treat people and things with respect
4. I am attentive and helpful
5. We greet and say goodbye to one another
6. I follow through on agreements and take responsibility
7. We formally address each other by name and use appropriate language

Communication platform

Jules Verne Campus uses an administration program through which the learning house communicates internally and externally. From the 2020/2021 school year, this has been the SchulApp. The SchulApp enables us to post information or to send e-mails to individuals or to groups of parents. News concerning the learning group will be published here. This also applies to the course and holiday program in the Hort. We prefer to post news to all parents and see the parents in the role of proactively retrieving that information. For urgent information regarding your child, we may also send to e-mail through the SchulApp.

Parents have access to all leaflets and information concerning the learning house via the SchulApp. You can use the SchulApp to receive messages, view the timetable, report your child sick, request a leave of absence for your child (except for Kindergarten children) and deregister your child from Hort/ Bus. The SchulApp is activated for all parents and learning partners from the tenth grade onwards using a 6-digit code.

Compass Talks

In the elementary school two talks take place and further one developmental talk which serves as a replacement for the interim report for each Learning Partner. The purpose of these talks is for parents to have transparency regarding their child's progress. The learning partners take an active role in these and are always present for the talk. Learning partners will prepare their part of the talk in advance during school-time and may practise with other children. Only in exceptional circumstances such as transfer to another school do we make exceptions upon the request of parents and provide a report card instead. For those children joining school at other points in the year, a talk with the learning guides will be offered after approximately eight weeks in school.

In year 4, due to children leaving elementary school and moving on to a secondary school, the developmental talks will take place in November and optionally in April.

Compulsory measles vaccination

According to the measles protection law, all school and Kindergarten children in Germany are legally required to be vaccinated against measles. A copy or a scan of proof of vaccination must be presented when a child is admitted to Jules Verne Campus. In the case of measles, the Health Department is authorized to prohibit children temporarily who do not have appropriate vaccination or immunity from attending our Campus to prevent the spread of the disease. For other diseases that can be prevented by vaccination, children not vaccinated who could be may not be allowed to attend Campus for certain periods of time, determined by the Health Department. As an educational institution, Jules Verne Campus is legally obliged to inform the health authorities if proof of medical vaccination required is not presented to us.

Contact for parents

The class learning guides are generally the first point of contact for parents, as they pass on questions and comments to the Head of School. Occasionally, when regarding questions concerning the whole House of Learning, it may be appropriate to contact the Head of School directly. Please note that the Head of School is the contact for the Parents' Association with regard to general pedagogical questions. The school management team is the main contact for any questions parents might have on administrative and financial topics and services.

Contagious illnesses

When children are diagnosed with having a contagious illness, such as an infectious disease, lice, etc., please report this immediately to orga@jules-verne-campus.de, and they are required to stay at home. Should your child have such an illness, he/she may only come back to Jules Verne Campus after having received the appropriate treatment confirmed in writing by the parents. Should the child catch such an illness again, please provide a doctor's note confirming that your child is no longer infected (please see Information about contagious illnesses).

After an illness, a return to Campus is possible if the child has been symptom-free for 24 hours.

créAktiva

The word creation "créAktiva" consists of the words creativity and activity as valuable building blocks of pleasurable, effective learning and further development. Being "créAktive" is one of the teaching principles at Jules Verne Campus, which runs through all learning and activities.

Our many "créAktivas" are elective: children themselves can choose the sessions in which they would like to participate based on their interests and preferences. Certain sessions cover aspects of the curriculum, e.g. drawing, painting, sports, and natural science. However, we also offer sessions such as dancing, nature study, chess, soccer, theatre, photography, karate, etc., so children can become competent in fields that go far beyond the purely academic subjects. This helps children develop their personalities, broaden their horizons, and become "experts" in certain areas at a young age. In créAktivas, children have the opportunity to discover interests and talents.

In the Elementary School, elective offers take place on Monday afternoons, while in the Grammar School, créAktiva offers are optional for the learning partners. In our Hort, the afternoon créAktiva courses are varied and elective, and children can consult their Coach in the selection process. créAktiva courses are also offered in the Kindergarten, encouraging children to choose from offers, even at a young age.

Crisis Situations: Fire, AMOK, Injury

Crisis plans are in place at the Jules Verne Campus in the event of a fire or a violent threat. Our administrative and pedagogical staff also have exact procedures on how to respond in the very unfortunate case of injury, extreme illness, or even death of a member of our school family. We sincerely hope that these protocols are only put into practice during regular drills.

In the event of a fire, several announced and unannounced fire drills are conducted each school year. We share the results of the evacuation times with our JVC parents via SchulApp. Unfortunately, it is unavoidable that such drills also take place in winter. To ensure the drill is taken seriously in such cases, it is not possible to retrieve jackets and outdoor shoes. For this reason, the JVC provides sets of slippers and emergency blankets to keep the children warm.

Evacuation takes place via clearly marked escape routes that the children are familiar with, three outdoor assembly points supervised by staff, as well as clear procedures for checking safety measures before leaving the building and for attendance checks outdoors. **In the event of a fire alarm, all upper-level Gymnasium learning partners must proceed immediately to their designated assembly point and report to the supervisor there.**

In the event of a violent threat, we remain calm and barricade the doors in every room. Since our gate and entrance door are locked during school hours, we hope this remains an unlikely scenario. As we successfully demonstrated during the Covid-19 crisis, we promise to respond to crisis situations calmly, quickly, transparently, and in an age-appropriate manner.

Curiosology®

In our extra subject “Curiosology,”® we specifically cultivate and maintain childhood and adolescent curiosity as an important source of joy, creativity and success. Curiosity is turned into knowledge: **For up to two hours per week in projects or in talent workshops (Elementary School) and in a special program for talent development (Grammar School), learning partners have time to learn what interests them** - regardless of whether it is in the curriculum. For a newspaper article featuring our fostering of curiosity, please see:

<https://sz-magazin.sueddeutsche.de/wissen/was-gibt-s-denn-da-zu-gucken-81086>

Cycling test

Children in 4th grade learn about cycling safely as part of their Science/Social Studies curriculum (‘HSU’). Following theory exercises, a set of practical exercises have to be completed with a member of the traffic police present, culminating in a cycling test.

Damage to property

The school reserves the right to charge children and/or parents for damage to property.

Diamonds

Following their return from the autumn half-term holidays, the grade 4 children will be known as ‘diamonds’. Their new status will be declared in a “Diamond-Kickoff” celebration.

DNA

According to the SBW Haus des Lernens, educators in SBW schools should possess the so-called “DNA” shared by all SBW schools, including Jules Verne Campus:

- Bildung im Blut – When passion is lived and shared in a house of learning, people develop. “Education in your blood” reveals this passion and shows the relationship we have to teaching and learning.
- Haltung im Herzen – Having the right “attitude at heart” means having the courage to truly develop our teaching and learning dimensions.
- Kribbeln im Kopf – “Tingling in your head” describes our passion to rethink and redesign school. It stands for the curiosity with which we constantly question teaching and learning so we can develop new models and approaches; it includes our designed learning environments, the school subject

Curiosology®, the SBW Idea (pedagogical development department) and our neurobiological knowledge about learning.

Doctor's note

We work with families in a relationship of trust. Nevertheless, as of the fourth day of non-attendance at school and on the day of an announced big test (Gym), we do require a doctor's note (as an exception, see also [Absences for learning partners](#)).

Doctors' appointments

As a general rule, should children need to attend a doctor's or dentist's appointment, this needs to be arranged to take place outside of school time.

Drop-off Zone

Since 2025, a drop-off area is offered for school children every morning from **7:55 to 8:15 am**. Parents arriving by car can use the **entrance located next to the JVC garage** on the small side street around the learning house and enter the JVC grounds through the open rear entrance gate. From there, they follow the driveway on the JVC grounds to the front gate at Bayerwaldstraße. On the JVC grounds, just before the gate, there is a **blue-marked zone** where a very brief stop of 1-2 minutes is designated for dropping off children who then proceed across the JVC playground to the learning house. Parents then drive straight through the open exit gate (cautiously!) back to Bayerwaldstraße. Note that the side street next to the JVC garage also serves as the access road to the underground garage of our neighboring buildings. Please watch out for oncoming vehicles.

School parents should use the drop-off zone or park near Campus, never dropping off children directly on to Bayerwaldstraße. Even a brief stop in the second row on Bayerwaldstraße to drop off JVC children poses a safety risk and is not permitted. Only Kindergarten parents may use the underground car park.

Entry to the House of Learning

For safety reasons, access to our school is possible only with a special chip for the door. Entering the Campus is only allowed during bringing and collecting times. To foster a protected learning environment for both learning guides and children not interrupted by unannounced visits or private conversations, we ask that parental access to the Learning House be limited to the outside areas. Exceptions are school festivals or special events.

Parents who arrive on Campus for a learning development talk should wait to be collected in the foyer near reception.

Expedition statement on Campus

In a collaborative activity with the entire JVC team, a new "expedition statement" was created for Jules Verne Campus to capture Jules Verne's vision and our educational mission, valid at least until 2022:

Jules Verne Campus: **The journey into your future starts here.**

This statement replaces the previous statements "Münchens neue Schule" or "JVC – The place to be" and is prominent on our website, in our newsletter and yearbook, promotional materials, and at informational events for both JVC parents and interested parents.

External sport facilities

External Sports Hall

Starting in the third grade, physical education classes are held in the External Sports Hall (Sportpark des SV Neuperlach, Fritz-Erler-Straße 3). Transportation to the hall is provided by a school bus that starts directly from Jules Verne Campus and also brings the learning partners back to campus. The use of the hall is limited to the period from the start of school until the Easter vacations of a given school year.

District sports facility Max-Reinhardt-Weg

The district sports facility, which is within walking distance, is used for physical education classes in the JVC Elementary and Grammar School for the period after Easter break to the summer break. The curriculum content of athletics (running, jumping, throwing) is mainly taught there, but ball sports and trend sports are covered.

School Swimming Pool Max-Reinhardt-Weg / Heinrich-Heine Gymnasium

If the swimming pool at the Heinrich-Heine Gymnasium can be booked, a rotation procedure is used to try to provide swimming lessons for as many learning groups as possible. However, as a private school, unfortunately we are in last place in the allocation of swimming times.

Food Offers and Eating Culture in the JVC Oasis

At JVC, we value health and fitness, and we take pride in our award-winning kitchen team who prepares and serves fresh, organic food in our inviting dining hall called the Oasis every day. Our nutrition concept at JVC follows the DGE (deutsche Gesellschaft für Ernährung), and the Oasis team won the prestigious gut.gekocht.gewinnt Award in 2024 given to only eight institutions in Bavaria for sustainable, high-quality catering.

From breakfast in Kindergarten to morning snacks in Elementary and Grammar School, and during our Campus-wide lunch, we aim to avoid refined sugar. Along with the salad bar, we offer three lunch menu options daily: standard, vegetarian, and vegan. The specific menu choices for a given week are posted weekly under “Infos” on the SchulApp for your review. After lunch or during afternoon snack time, our Jules Verne children enjoy a little dessert every now and then.

Upon enrollment at JVC, you may indicate allergies or food preferences. To ensure that your allergies are taken into account, please submit a **medical certificate** via email to orga@jules-verne-campus.de. Only newly identified allergies, allergy changes, or allergies for new learning partners at JVC will need to be accompanied by a medical certificate starting from September 2026.

All previously known allergies from existing children or learning partners at JVC needn't be confirmed separately with a medical certificate.

Special eating requirements are accommodated as follows:

- Allergens contained in meals are listed on the weekly menu and in the Oasis. Our kitchen team and learning guides support the children and learning partners in an age-appropriate manner in taking these into account when choosing their meals. **Children with allergies receive their meals on separately labeled plates.**
- If there are religious restrictions on food, learning partners can opt for vegetarian or vegan alternatives. Please note that religious education is a private matter for families and can only be taken into account at JVC within the options specified above. Religious eating habits are not monitored specifically.

- If a dish contains beef or pork, this is clearly indicated. Vegetarian or vegan options are available as alternatives. Alternative meat dishes are not offered. Schnitzel at JVC is made exclusively from poultry. Older learning partners who wish to fast at their own request for religious reasons are welcome to sit at a different table during lunch if they wish, but it is not possible to be excused from lunch.
- Vegetarian and allergen-free alternatives are also available for the morning and afternoon snacks for the children and learning partners concerned, [these are provided in specially labelled boxes](#). With the exception of ham, non-vegetarian morning and afternoon snacks contain only poultry. Snacks with and without butter are always available.
- Please send any changes regarding allergies and health-related concerns about meals to orga@jules-verne-campus.de. If necessary, we will work with you, our children, and learning partners to find healthy and good eating habits.

At JVC, we offer children and learning partners fresh salads and a wide variety of vegetables. They learn about many different flavors and textures and eat together in a positive, open atmosphere. We *encourage* the children and learning partners to try different or new foods and live this principle as a casual but natural part of our food culture. We ask you as parents to support this educational approach at JVC. We thank you for your understanding that your child's individual needs will be met within the framework of the menu options described above and that separate meals cannot be prepared individually. [For information on our policies on food brought to Campus for birthdays and festivals, please see the section "Bringing Treats & Festivals."](#)

Fractal

Fractals are a special phenomenon in nature. In all forms of life certain basic patterns repeat themselves the further one penetrates into the respective structure as the structure of ferns, crystals or snowflakes illustrates. Principles of a fractal are a) self-similarity, b) self-organization and goal orientation and c) self-optimization and dynamics. There are seven fractal elements that are important in SBW schools: **Respectful interaction, Responsibility, Designed Environment, Trusting in Success, Coaching, Compacting, and Connecting.**

For more details on the elements of the SBW Fraktal, please see the SBW Booklet saved under "Infos" on SchulApp as well as on our website under "[downloads](#)." For details on application at Jules Verne Campus, please see the Campus News Autumn/Winter Edition from 2021/2022.

Frequently asked questions

Please have a look at our website for answers to frequently asked questions: <https://www.jules-verne-campus.de/en/admissions/>

Fundraising at JVC

For many years, JVC has supported fundraising for selected **charity organizations**. Our JVC children and learning partners make and sell holiday crafts at annual **Christmas Markets** in winter, and they participate in **charity runs** every summer.

Organizations we donate proceeds to from our Christmas Markets are the following (three are chosen per year):

Münchner Kältebus <https://kaeltebus-muenchen.de/> (Oasis team)

SOS Kinderdorf <https://www.sos-kinderdorf.de>

World Wide Fund for Nature (WWF) <https://www.wwf.de>

Still I Rise <https://stillirise.org/>

ConCultures <https://www.concultures.de>

Proceeds from our charity runs are donated to these two organizations in alternation:

Centro Cultural del Perú e. V. (CC Peru) <https://ccperu.de/de/>

Steppenkind (<https://steppenkind.de>)

JVC maintains personal relationships with both CC Peru and Steppenkind, allowing the JVC learning partners, with pen pal exchanges, regular updates, and participation in JVC festivals, to feel the tangible effects of their fundraising efforts. Our fundraising efforts are linked pedagogically to the SBW Fraktal *Respect* and the Future Skill *Global Identity*.

In addition, as part of Ethics lessons, the JVC Grammar School partners with United World Schools (<https://uwsglobal.net/about-uws/>) through a volunteering program. Learning partners in the middle grades use their volunteering time to raise awareness about the lack of educational opportunities in developing countries and raise money to build schools.

Future Skills™

At JVC, we foster the Future Skills™ concept at all age levels as defined by the SBW House of Learning. Here, the assumption is that our world is changing faster than the structures of school can adjust to, and the focus is on future-oriented competency areas that we strive to develop in our learning partners. To be a self-empowered person, we need passion & resilience. To be change makers, we need global identity and sustainability. To be game changers, we need entrepreneurship & acting out of the box. These qualities, as well as digital literacy, are fostered in Coaching, creative offers such as créAktiva and Curiosology, in talent promotion, in professional orientation, and in our media concept. Most importantly, Future Skills represent a forward-thinking mentality embraced at JVC to prepare children for future structures in work and society not yet known. We have a designated learning guide in Grammar School who is dedicated to developing and implementing Future Skills at JVC. For more information, please see the Future Skills Booklet on the JVC Website under "[Downloads](#)."

Getting to school

Parents are responsible for how their child gets to school. Should any accidents happen to children on their way to school, this will be covered by the Bavarian 'community accident insurance'.

Gifts for JVC Staff

It's not uncommon for parents to give JVC staff members gifts of goods or money as a token of appreciation for their work. Our team may accept these gifts at Christmas and at the end of the school year, subject to the following restrictions:

Group gifts from a group's parents may not exceed a total value of 100 EUR per staff member per school year. Whenever possible, we ask parents to contribute to a group gift or to make a direct thank-you contribution to the class fund or the Parent Associations' support account.

If there is a strong desire to give an individual gift, the following principle applies: **Individual gifts** of goods or money from individual families may not exceed a total value of 50 EUR per staff member per school year. Any amounts exceeding this limit are deposited into the respective learning group fund and benefit the children and learning partners for special projects.

Gumpy room

This soft play area in the basement floor has been designed such that children should not be able to injure themselves whilst playing. We have rules to ensure this is the case.

Head of Learning House

The Head of Learning House is responsible for general operations and also the leadership team for the Grammar School, Elementary School, Hort & Kindergarten, and Administration.

Hello, Please and Thank you

Courtesy and respectful interaction with one another form the basis for an appreciative learning culture. This also means that parents, children, and educational staff are available to one another during encounters such as drop-off and pick-up times. Telephone calls should be made outside of the house of learning.

Homepage/Website

www.jules-verne-campus.de/en/

Homework

Since completing work during lessons is integrated into our daily routines at elementary level, homework is generally not set. However, as children's development is neither linear nor are any two children the same, it may be necessary to deviate from this guideline, meaning it may be necessary i.e. for tests to have tasks to complete at home. Moreover, some children enjoy looking over the day's activities either at home or in the Hort. We do not wish to dictate when children should learn and when they shouldn't. We also strongly recommend additionally that parents supervise their children's reading at home and encourage them to put what they have learnt in class into practise outside school in all areas they can.

House rules

Our house rules ('Hausordnung') lay down the way we interact, how we behave, and how we treat things in our House of Learning.

Individualisation

Diversity and difference are at the heart of human beings. Who wants to be just like everybody else? We view this diversity as an opportunity and as an exciting challenge. At Jules Verne Campus it is not about viewing all children as the same, but rather quite the opposite. We promote individual strengths of individual children and take their weaknesses out of the spotlight. The challenge for our learning guides is to see how this diversity is managed and it is what guides our professional learning and actions.

Internet use by children and young people

Children are only allowed to access the internet with the permission of the learning guides. Learning guides ensure that children are only accessing areas that they are allowed to use.

iPads

Each Elementary School class has their own iPads which are used to offer variety in the children's learning e.g. recording events in writing and photography, for research purposes, and for using learning programs. The Grammar School has a set of iPads that can be used in grades 5-8 (laptops are used from grade 9). iPads are also available for Hort and Kindergarten children. Our iPads use a filter which enables only child-appropriate websites to be used.

JVC Goals & Vision 2025-2028

We at JVC create an extensive goals and vision paper along with a visualization for a period of three years. This document redefines and clarifies our values and pedagogical focus, frames all the innovative pedagogical projects the leadership team plans within their teams, and creates a unifying vision that staff, learning partners, and parents can identify with, forming the inspiration for our unique Campus culture.

On the next page, we are pleased to share the visualization for 2025-2028, which has a similar structure to our last one for 2022-2025, but updated with different areas of focus and additions. Here, the child is at the center, embarking on a journey in a hot air balloon that represents Jules Verne Campus, with our claims written on the balloon. All elements of the visualization are essential to keep the balloon in the air and flying toward a bright future.

The balloon ride is fueled by the flame of passion from our dedicated JVC team, while the four corners of the basket are formed by the four areas on Campus, each with carefully defined goals catering to children and young people of different ages. Core concept aspects such as the SBW Fraktal and Communication are needed to hold the basket together. Lastly, the so-called maintenance goals around the balloon represent concept elements that we have established Campus-wide and would like to keep alive, refine, or take to the next level. These elements in the air around the balloon – including two new ones, SBW Future Skills and Storytelling – give the flight buoyancy.

We look forward to continuing our journey together as one learning house at Bayerwaldstr. 8, with the Gymnasium returning for the next school year.

Goals and Vision Jules Verne Campus 2025 - 2028

Excellence in Service

Learning House
Oasis
Sustainability

Campus Culture

commitments, annual themes,
fundraising, diversity

JVC, the Place to Be

professional onboarding,
supportive team culture,
competitive compensation,
collaborative leadership

Excellence in Pedagogy

Bilingualism
Curiosology
Sport & Movement

Feedback Culture

parent and staff surveys,
parent collaboration, reflection

Agility & Transitions

creative solutions,
internal admissions

Advancing IT

smart, responsible
developments in AI, robotics,
learning platforms

Future Skills

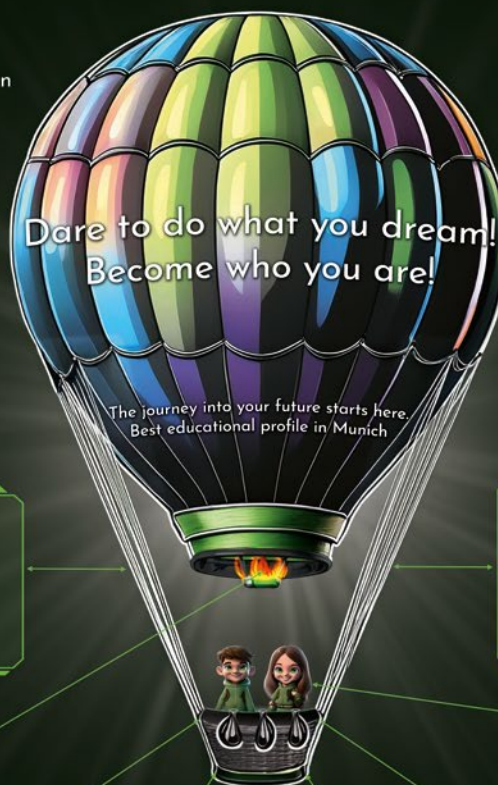
Self-empowered person:
passion & resilience
Change maker: global identity &
sustainability
Game changer: entrepreneurship
& acting out of the box

Synergies

fruitful cooperations,
projects, studies

Storytelling

website, social media,
yearbook



SBW Fraktal

Respectful Interaction,
Prepared Environment,
Responsibility, Trusting in
Success, Coaching,
Compacting, Connecting

Communication

Respectful & cooperative
Regular & multi-channel
Positive & dynamic



Gymnasium

- Continued Educational Excellence
- Achieve State Anerkennung
- Optimization LehrplanPlus + G9
- Ongoing Abitur Success
- Improved Career Orientation
- Increased Bilingual Opportunities

Elementary School

- Continued Excellence in Teaching & Learning
- Fostering Growth & Wellbeing
- Focus on Professional Development
- Developing Journey & Story for Learning Partners

Kindergarten & Hort

- Expansion to Full Capacity
- Focus on Fraktal: Respect, Responsibility & Connecting
- Focus on Future Skills: Resilience, Passion & Global Identity

Learning House

- Excellence in Organization & Frameworks
- Oasis Wellbeing
- Place of Wonder: new spaces, outdoors, foyer, cleaning, facility

Learning groups

Decisions pertaining to which learning partners will attend which learning group are made by the Head of School. The learning groups in the Elementary School are named after gemstones.

Learning outside school

Within the framework of the timetable, there may be different pedagogical offers for individual learning groups outside the classroom.

Learning Partner Portrait

An example of living the fractal element RESPECT at Jules Verne Campus is our very own learning partner portrait, a compilation of values we foster to achieve respectful interaction and to support us in becoming well-rounded people and learners. Different values are addressed each week in our Elementary School. In the 2021/2022 school year, the learning guides and partners designed the balloon displayed in our learning house containing puzzle pieces describing the following values: brave, curious, fair, persevering, helpful, organised, active, empathic, open-minded, and creative.

Learning support

At Jules Verne Campus, the learning guides have the opportunity to ask, in agreement with the Head of School and the parents, for in-depth observation to determine suspected learning difficulties and appropriate measures can be taken in the classroom to support the children in their education. Parents will be informed about this. These supportive measures do not replace any necessary options such as therapies outside of school. Parents are responsible for organising and continuing any necessary therapies outside of school.

Everyone is an individual and everyone has the right to the chance to be successful, but we all need support at times on our journey. This is, of course, also the case in the classroom.

Those children who experience barriers to their learning, whether academic, social or emotional, receive support within their classrooms. This extra support can come in many different forms such as individualised learning goals, adapted learning materials or special teaching strategies. These measures are developed through cooperation between our learning guides and our learning support specialist, who work together to assess the needs of the learning partners and create individualised strategies to meet their needs.

Naturally, transparency and cooperation with parents is critical to the success any such support. When more formal support measures are being put into place, goals are openly discussed, developed and agreed upon with the parents. When we all work together, we can trust that every learning partner at Jules Verne Campus experience success.

Leave of absence

Please see [Absences for learning partners](#)

Lesson times

Lessons begin at 8:15 am

Lessons end at 3:45 pm

On the last day before the Christmas and summer holidays, the school management allows lessons will finish at 12:00 noon.

Library

The library for the Elementary School is integrated into the Learning Studio Tree on the first floor.

Lice

In regular visits, typically after school holidays, our lice expert examines the Kindergarten children and learning partners for lice. For more information please refer to our document 'Information about head lice' on our website (www.jules-verne-campus.de/en/downloads/). The dates are also available in our annual schedule.

Lost property

We would like to remind parents to label all items of clothing children bring to school. Please visit the general Lost&Found Area in the Oasis during opening hours to collect missing items. There is a separate Kindergarten Lost&Found in the Kindergarten entrance area and a Grammar School Lost&Found in the Learning Studio Air. In regular intervals after being announced on the SchulApp, items not claimed will be donated to charity and Campus outfit items used for the 'JVC stock' for children who have forgotten wear an item from the Campus outfit.

Lounges

On the first floor with our small Tree Lounge adjacent to the coffee bar, on the second floor with our Air Lounge, and on the third floor with our Moon Lounge, well-designed co-working spaces on Campus may be used by learning partners. **The Moon Lounge is limited to use by the upper grades and is equipped with a water dispenser. The Air Lounge may be used by both Elementary and Grammar School learning partners and is also equipped with a water dispenser.** The outdoor terrace on the second floor called Fresh Air and the third floor terrace called Lunar Landing may also be used as co-working spaces by Grammar School learning partners.

The Sea Lounge in the first floor basement foyer may be used by Grammar School learning partners during breaks or by Kindergarten parents while waiting for their child during the settling in phase. The pool table and kicker table in the Sea Lounge may be used only when registered at reception.

The lounges can only be used by learning partners if there is supervision during the breaks or the presence of a learning guide.

Lunch

Lunch is a key pedagogical element in our House of Learning. The learning guides and pedagogical guides have the opportunity to see the children and learning partners from a new perspective and can have varied conversations with them. This experience underpins the development of our relationships with the children. We strive to model good manners and socially integrate everyone.

Lunch in the Kindergarten takes place separately in the children's restaurant in the Learning Studio Island.

Making learning visible

Parents want to know which topics their children have been learning about at school and how they are progressing. At state schools, these needs are generally met by simply looking in on set homework. We try to communicate as transparently as possible what your child is learning about in general terms using the following:

- Mail folder with work completed during the week, which is given to the learning partner to take home on Friday
- Weekly plan
- Test and written assessments
- Learning Compass and Learning Compass Talks about your child's progress
- Parents' evenings
- Expert presentations and subsequent discussion forum
- Mails from the learning group with specific learning content for upcoming tests, Seesaw to get impressions from lessons and excursions

Materials / books

Please see [Books and other materials](#)

Media concept

Jules Verne Campus is multimedia-oriented and uses digital media to convey academic and social-emotional content.

All input rooms in the schools are equipped with the latest 86-inch CTouch RIVA 2 screens, which revolutionize the way our learning partners and learning guides collaborate and learn thanks to interactive pen input.

Our online learning journal, Seesaw, is an important tool for learning partners to post and receive feedback on pieces of work such as presentation videos, audio recordings of reading, documents and photographs. Parents who have signed up to Seesaw Family can see their child's posts in real time either in an internet browser or in the app on their mobile devices.

In Elementary School, networked iPads mean that each learning partner has a login code and their own personalized home screen that is displayed on each device in use. In the Tech Eck, kids can explore 3D design and printing with the online app Tinkercad. They can also work with Lego WeDo and Mindstorms robots, as well as mBot robots, and learn programming through play with a variety of iPad apps. The CTouch displays in the input rooms allow for wireless iPad/PC screen transfers and interactive learning activities.

Learning partners and children receive an MS Teams account for educational use when they enroll at Jules Verne Campus and are assigned to their learning group team. In the event of a school closure, our learning partners can attend online lessons using the MS Teams platform.

Further details are provided in our JVC media concept as well as in our concept on the responsible use of Artificial Intelligence (AI).

Mobile phones / other electronic devices

Mobile phones may only be brought into school in exceptional cases which have been approved by our

learning guides in advance, for instance by children who come to school on public transport, by bike or scooter; exceptional circumstances in the family, etc.

Our House of Learning cannot accept any responsibility for these devices if lost or damaged.

Movement

Children have a far greater need to move than adults. Movement is part of our school's pedagogical concept for learning. This means that we deliberately design lessons to include regular components of movement. Breaks from learning whilst moving around and setting tasks to complete whilst moving around are just as much part of our daily learning as are dedicated 'movement lessons'. At the discretion of the learning guides, these activities may also be planned across the day rather than in chunks.

Musical instruments

After class, instrumental lessons can be booked at the music school "Musikstudio" next door. For this purpose, we make our premises available.

The required instruments of the children may be deposited in the input rooms at Jules Verne Campus. We would like to point out, however, that the Jules Verne Campus accepts no liability for loss or damage to private musical instruments arising from such a private booking.

News from Jules Verne Campus

Information, reports and other news will be communicated via the SchulApp.

Oasis Coffee for parents

We offer Oasis Coffee from 8:00 – 9:30 am twice a year. Here, parents can join in an informal setting to chat with the Head of Learning House and other members of the leadership team over a cup of coffee. We can address questions and clarify any important developments. The dates are listed in the annual calendar. With this format, we aim to foster an open and constructive atmosphere, and parents have the opportunity to have a regular, direct and informal exchange.

Official recognition as a state school

Jules Verne Campus encompasses an approved state Elementary School and Grammar School. The state recognition for Elementary School is not ruled out for the future, and it is actively pursued for the Grammar School.

Opening hours

Our House of Learning is open from 8:00 am until 5:35 pm. Reception is reachable by telephone from 9:30 until 10:30 am and again from 4:30 until 5:30 pm. During times in which the telephones are not manned, you may leave a message on our answering machine or send an email to orga@jules-verne-campus.de. We will call you back in cases of emergency.

Elementary school children may be in our house of learning from 8:00 am until the end of lessons at 3:45 pm. Siblings of Grammar School learning partners may, upon registration, remain in the learning house under supervision until 4:00 pm. Grammar school children have lessons until 4:00 pm, but they may stay

N

O

in the Grammar School learning studio for quiet study until 4:30 pm.

During the school holidays, lessons do not take place.

During the Bavarian school holidays, independent of Kindergarten and Hort care, the reception desk is staffed from 8:00 am to 5:00 pm. The telephone availability of the reception is limited, i.e. between 8:00 am and 9:30 am and between 2:00 and 3:00 pm.

Ordinary termination of school and service contracts (Kindergarten care contract)

Ordinary termination of the school and service contract, also e.g. due to relocation, is possible with a notice period of 12 weeks to January 31 and July 31 of each year by post to Jules Verne Campus or by email to orga@jules-verne-campus.de. A verbal or written message to learning guides (pedagogical guides in the Kindergarten) or other team members is not sufficient.

Example: If you wish to leave on January 31, the notice of termination must be received by Jules Verne Campus by November 15. If the notice is received later, the school and service fees must be paid until July 31 of the school year, even if the learning partner leaves earlier.

This regulation is necessary for reasons of planning security, as Jules Verne Campus itself is bound by its contracts with cooperation partners, meaning costs such as rent, personnel and administration costs continue to be incurred even if a learning partner leaves.

If you join or book by October 15 of a given school year, the contract is deemed to have been concluded on August 1 of the respective school year and the service booked from August 1 of the respective school year. Fees will be waived for the period of absence between the start of the school year and actual entry.

The monthly contributions relate to the school year from August 1 to July 31 and are averaged figures as the result of a mixed calculation (i.e. the sum of all costs incurred by the learning partner in the relevant school year divided by 12). They must therefore also be paid over 12 months of the year, so also during non-school periods (vacations, public holidays, and in Grammar Schools, after the Abitur examinations until the end of the school year).

Parent Cooperation and Parents' Association

In the schools, there are Parents' Associations developed to better channel parental input. Our concept was created in collaboration with parent representatives and has been drafted into an ordered plan provided to representatives.

Parents' Association: For each school, all school parents elect the Parent Association members in an online election held in mid-October each school year after candidates submit a profile and photo to orga@jules-verne-campus.de by the end of September each year. The term time for a member of the Parents' Association in the schools is two school years. If the number of members does not exceed the minimum number of 12 for the respective Parents Associations, then an election is not required. Volunteers then become members automatically, announced via SchulApp in October. There are not specific parent representatives per learning group in the Parents' Association, though ideally, parents from a variety of learning groups are represented in the Parent's Associations. Parent Association Members receive the contact data for class parent representatives to ease communication, and there is an email account in place for the Parent's Association.

Group Parent Representatives: In addition to the overall Parents' association, each learning group in the schools has two elected parent representatives with a term time of one school year. These parent

speakers are elected live at the respective parents' evenings listed on our annual calendar for the given learning group. The group parent representatives receive the contact data of families in the relevant learning group so they can create mailing lists, but it's essential that only families with children presently in the group are included. Contact data should never be shared with third parties. Group parent representatives sign a data protection form outlining these guidelines.

Parental collaboration with learning guides

Principles:

- ✓ No brief, spontaneous conversations about academic progress or issues whilst dropping off children.
- ✓ Talks between parents and learning guides are recorded such that it is clear which measures need to be taken and what exactly the next steps are.
- ✓ Communication is to be clear, positive and solution oriented.

Elements of parental collaboration: Parents' evening(s), Talks regarding children's progress which are instead of the half-yearly written report, Learning Compass talks, Office hours, Scheduled appointments in addition to those outlined above.

Parental collaboration with the House of Learning

The Head of Learning House remains in close touch with parents via training sessions including talks, presentations and discussion evenings. At least one parent is expected to participate in these events.

Parents' Consultation Hours

Each learning guide has office hours for parents on a weekly basis. The exact times will be published on the first parents' evening.

Parents' evenings

Parents' evenings are prepared and delivered by our learning guides. Generally, our first parents' evening of the school year is in September. Follow-on dates for parents' evenings are determined by the learning guides for your child's class. The learning guides will schedule them based on consultations with the parents' representatives.

Topics which are relevant for several classes are arranged with the Head of School.

Parent evenings planned in advance are listed both in the annual schedule as well as in the SchulApp.

Parking in the Underground Carpark

In the underground parking garage there are ten permanently allocated parking spaces for parents of the Kindergarten, and these can be used during the drop-off and pick-up phase. In general, drop-off and pick-up of learning partners takes place outside the gates of the JVC. There is ample parking on the surrounding streets as well as bicycle parking on the JVC grounds.

Religious festivals

During important religious festivals which do not fall within the Bavarian school holidays, it is possible to grant absence for your child. A holiday request must be sent to and approved by the Head of School.

School buses

The bus service at Jules Verne Campus is run by the Skrabal company and is offered for JVC children from grade 1 on school days only and with a departure from Campus at 4:00 pm. Hort children who have booked the bus may take the early bus to school only.

Elementary School may work in their learning groups until the bus leaves. If you do not need the bus on a given occasion, please let us know about this the day before by contacting orga@jules-verne-campus.de or by telephone. It is not possible to process these requests on shorter notice, and this process ultimately contributes to the safe transportation of your child. Cancellations from the morning bus must be made directly with the driver and are the responsibility of the parents.

At the annual Christmas Market and the Jules Verne Festival in summer, all children will be **automatically deregistered** from bus service. On both of these days, most children do not require bus service, and the deregistration process was not carried out reliably by parents. Parents can book the regular bus transport at least one week in advance via the SchulApp.

During the holidays, two holiday routes with fixed bus stops are operated, which are based on the Elly & Stoffl houses. The routes will be published on the SchulApp before the holidays.

School closure due to hot weather ('Hitzefrei')

At Jules Verne Campus we do not send children home due to hot weather. However, we reserve the right to adapt the children's learning and the timetable to the daily weather conditions.

School dog

In Kindergarten, Elementary School and Grammar School, there can be a maximum of one school dog each, and the dog must have completed appropriate training as a school dog according to our school dog concept. The educational benefits of dogs in classrooms have been extensively researched and proven. At the Jules Verne Campus, we want to take advantage of this in a clearly defined and controlled setting. More information on this is posted on the SchulApp under "Infos" at the beginning of each school year.

School fees

Please see [Tax assessment](#)

School holidays

Our school holidays follow the Bavarian school holiday system. Please bear in mind when planning private holidays that they cannot be extended into school term time. This is a governmental law applicable to all schools.

The Hort & Kindergarten is open all year round except the last two weeks before the start of the school year, during the Christmas holidays, and during two announced professional development days. During the school holidays, the opening hours change and are from 8:00 am – 5:00 pm.

Scooters / rollerblades / bikes / waveboards

Parents should decide for themselves how their child gets to school. We provide bike stands in our school playground. Scooters etc. may also be parked at the bike parking area.

We strongly urge those parents who allow their child to come to school by scooter or by bike to ensure that their child wears a helmet at all times.

For safety reasons, bikes etc. must be pushed and not ridden within the school gates.

During some breaks we allow the use of roller blades, etc. in clearly marked areas. Should this be the case, then all children using these must wear a helmet at all times.

The House of Learning will not be held liable for loss or damage to property.

Slippers

All elementary school children should wear slippers or clean indoor shoes in the learning house.

Snacks

Jules Verne Campus provides snacks for all breaks, both morning and afternoon.

Snow

In winter, the throwing of snowballs is strictly prohibited on the school grounds.

Social media

In keeping with our JVC school statement The journey into your future begins here, we increased our presence in social media and created our Jules Verne Campus Facebook, Instagram, and LinkedIn accounts. Since November 2020, we have kept our JVC family updated regularly with short blogs, posts, photos, and events announcements on these platforms:

- Facebook: <https://www.facebook.com/JVC.Munich>
- LinkedIn: <https://www.linkedin.com/company/jules-verne-campus>
- Instagram: <https://www.instagram.com/julesvernecampus/>

These highlights do not replace the “must have” information posted on SchulApp for our school family. Of course photos will only be included of children with default “external” photos permissions that you indicated on your questionnaire upon admission at JVC, or projects or images are shown in which children are not recognizable. We encourage all JVC staff and parents to “follow us” on social media.

Sport attire

All learning partners are required to have appropriate sports clothing for Sport lessons and movement activities. This includes non-marking indoor sport shoes and/or sport shoes for outdoor activities in summer, sports pants or shorts, and shirt. Jewelry of any kind cannot be worn during Sport.

Sports room “The Core” in the 2nd level basement

Use of the sports room “The Core” on the 2nd level basement is only allowed for learning partners after instruction or with supervision. For safety reasons, use is not permitted alone.

Stop rule

We encourage using the word ‘stop’ to bring to a halt situations including squabbles in which a child

feels uncomfortable. Learning guides, the Hort & Kindergarten team, and children are all empowered to use it, thereby signaling to others that they are crossing a boundary. The stop rule helps to prevent larger conflicts from escalating unnecessarily.

Supervision after school

Please see [Supervision in the learning group](#)

Supervision in the learning group

The learning guides begin supervision of children in the input rooms in the Elementary School at 8:00 am. Lessons and the full-day program end at 3:45 pm for Elementary School learning partners. Siblings of Grammar School learning partners may, upon registration, continue to remain in the learning house under supervision until 4:00 pm. All other children, including bus children, leave their input room at 3:45 pm after lessons end. At this time, bus children gather at the bus collection area, and all other children leave Campus.

Swimming lessons

Swimming lessons serve to acquaint children with water. We cannot guarantee that all children will learn to swim during swimming lessons. We recommend that parents also book an external swimming course for their child outside of school. Swimming lessons are always taught by qualified learning guides (in accordance with state guidelines for schools). The city of Munich's provision of the swimming pools for schools determines whether we can offer swimming in a given school year, and if so, how many classes will be able to attend lessons. This is not something which our House of Learning can influence.

Talent Promotion

Through creative offers such as créAktiva and Curiosology, and through Coaching—keeping in mind our view of a person that states “each person is unique,” talent discovery has an important place at JVC. The aforementioned offers enable learning partners to explore their skills and passions. The support of children in their talents could take the following forms: special arrangements for learning partners to pursue sport, musical, artistic, or academic giftedness and/or interests; talent shows on Campus; encouraging children to participate in competitions; and celebration of successes and skills by having a place for children to share their talents and interests in the classroom, during assemblies, and at school festivals (e.g. demonstrating, performing, reporting).

Tax Assessment

In order for us to be able to reliably calculate children's fees for the coming academic year, we need to have a copy of tax returns from the previous year by April 30. This applies to parents (or carers) or those living in a partnership. For instance, **for the academic year 2025/2026 we would need the tax return from 2023**. In exceptional circumstances, this requirement can be postponed by providing us with the “Form for provisional calculation of tuition” (see [Downloads](#)). Should we not be in receipt of one of these documents by this deadline, we will place your child in the highest fee category in line with the school contract. The deadlines are final: Even if we receive the documents at a later point in time, we cannot adjust the tuition after the fact. The same applies should the “Form for provisional calculation of tuition” be used, but then we are still not in receipt of the mandatory document(s), i.e. the relevant tax

return(s) by December 31 of that year.

The various tiers of tuition payment were acknowledged and approved by the government of Bavaria. Therefore, an increase of costs for our educational services, or the gain of profit, cannot occur other to accommodate normal inflation. An adjustment due to inflation is made each year.

Timetable

The timetable is a planning instrument and serves to organise the day's lessons under normal circumstances. Parents receive the timetable on the first day of school. At Jules Verne Campus our work incorporates holistic, autonomous learning and movement and so the learning guides may deviate from the 'planned' timetable as they see fit.

Toys

Toys may only be brought to Jules Verne Campus at the express request of the learning guides. The learning house contains many exciting and stimulating materials with which the children can play under supervision.

The learning house is not liable for lost or damaged items brought to Campus. No toys should be left in the cloakroom or in pockets.

Transition to secondary school

Please see [Appendix Information about placing your child in a secondary school](#)

Trips

Our learning guides ensure that the children enjoy a rich and varied curriculum. Munich City Council (Stadt München) offers a variety of activities which we integrate into our timetable, e.g. exhibitions, children's theatre, visits to museum, etc.

Please note: the costs for these school trips are not covered by children's monthly fees.

Underground car park

Please see [Parking in the underground car park](#)

Wearing a helmet

If learning partners use vehicles with wheels, e.g. scooters, waveboards, roller blades or bicycles, they must wear a helmet.

Weather-appropriate clothing

Parents must ensure that every item of clothing is labelled clearly with the child's name.

As we go out in all weathers, children should ensure that weather appropriate clothing is available to them at all times if the year. This applies in particular to waterproof shoes and rain and/or mud trousers and a sun cap.

U

W

Winter sports days

In January or February, each learning group in the Elementary School takes part in three days of skiing in the snow as part of a compulsory school trip. The children receive skiing lessons according to their abilities, which are carried out and supervised by the cooperating ski school.

Two learning groups go on the day trips together. The bookings are organized by the cooperating ski school, which also assesses the children's skiing ability and divides them into small groups for the ski lessons according to the information provided by their parents.

The learning groups are accompanied on the day trips by two learning guides and 1-2 parents. The task of the learning guides and parents is to supervise the children "around the ski course," i.e., when getting on and off the bus, during breaks, toilet visits, etc. They are not qualified to lead a group of students in skiing, so the ski school is responsible for conducting the ski course and supervising the children. If they have sufficient skills, a learning guide or a parent may accompany the ski course as additional support, especially for beginner ski courses.

This must be requested via the registration process. A leaflet with tasks and rules is provided to interested parents.

If there is not enough snow, alternative winter excursions will be offered.

Written grade reports

A written report about your child's learning progress will be provided for all grades.

From grade 2 onwards, grades are given for German, Mathematics, Science/Social studies ('HSU'), Ethics, Music, Art, Design and Technology, and Sport in your child's written report. In exceptional cases, instead of having a talk about your child's progression, parents can request a mid-year written report. In grade 4, your child will receive a grade overview of all subjects in mid-January. Our learning guides later write the report which enables your child to go on to secondary school at the beginning of May.

Written school confirmation

Please contact our reception should you require written confirmation ('Schulbestätigung') for the local authorities that your child has been accepted at or attends our school.

Yearbook

An annual yearbook is released at the end of each school year in which the photos of all staff and learning partners are included. Articles and photomontages pertaining the various departments and pedagogical highlights from the year are included. The theme of the yearbook corresponds to the annual theme on Campus in the given year.

Appendix: Information about placing your child in a secondary school

Transition to secondary school

During the first “compass talk” in grade 4, there is a protocol sheet in which learning partners, parents, and learning guides indicate their first tendency of choice for a secondary school. The learning guides make a realistic and honest recommendation. At this point in time, all families interested in attending the Jules Verne Grammar school must fill out a non-binding registration form. These are made available at the compass talks.

The interim grade report in January indicates a probable recommendation, and offers for places at the JVC Grammar School are then sent out in early February on the basis of this report. The grade report for transfer to secondary school given out in May represents the final recommendation.

Details about the requirements for the admission to the JVC Grammar School as well as information for parents about the annual Diamond Kick-off are outlined in a letter to grade 4 parents posted on the SchulApp.

Children’s lifelong academic development will not be completely determined by the type of secondary school which he/she attends. Many children’s academic performance changes during the course of their lives. The learning guides observe carefully which strengths your child has. Placing your child in a ‘Mittelschule’ requires no placement testing. Being able to place your child in a state or state-recognised ‘Realschule’ or ‘Gymnasium’ (grammar school) depends on their individual results of the ‘Probeunterricht’ (testing) done at that specific school.

Diamond Kick-off

Following their return from the autumn half-term holidays, the grade 4 children will be known as ‘diamonds’. Their new status will be signified through a special celebration. At the end of the school year, we have a diamond ceremony which parents may attend.

Written interim report on your child’s attainment in grade 4

In January, the grade 4 children receive a short written overview on their learning and grades in all subjects.

Recommendation for secondary school

All ‘diamond children’ receive a written report of recommendation for placement at secondary school which contains the following information pertaining to your child for grade 4:

- An average of the grades for German, Mathematics and Science/Social Studies (‘HSU’)
- An overall evaluation recommending the most appropriate school for your child bearing these points in mind

At the compass talks in November, our learning guides will recommend the type of school which they deem most appropriate for each child given their current learning and attainment. This recommendation is not binding, as Jules Verne Campus is currently an approved school and not yet a state-recognised school.

In order to make a recommendation about which secondary school is suitable, our learning guides take an average of the grades that the child received in German, Mathematics and Science/Social Studies

(‘HSU’) in grade 4. In order to receive a recommendation for ‘Realschule’, the child needs an average grade of at least 2.66. In order to receive a recommendation for ‘gymnasium’ (grammar school), the child needs an average grade of at least 2.33. The child’s ability to learn plus their attainment across the fourth academic year therefore form the basis of the recommendation made by our learning guides.

Preparation for Probeunterricht

Parents do not have the right to special preparation for ‘test lessons’ at a secondary school. We do however prepare our learning partners for the next stage of their education at secondary school by supporting them individually during elementary school, empowering them to be confident, and teaching them specialised study skills within the normal course of their learning activities. Moreover, we prepare them for this special situation by working on tasks from past papers. Please see the annual calendar for dates outlining three ‘test-runs’ in which the grade 4 children have the opportunity to practise in the test situation.

Probeunterricht

Should your child not have achieved the necessary grades to attend ‘Realschule’ or ‘Gymnasium’ in the written report of grade 4, then you can request to take the ‘Probeunterricht’ or test lessons at a ‘Realschule’ or ‘Gymnasium’ (grammar school) of your choice. Your child is then given the opportunity to take written test lessons for three days in German and Mathematics. In both subjects, oral grades are given on the third day of the trial lessons. The automatic pass level is a grade 3 in one subject and a grade 4 in the other subject. Should your child achieve a grade 4 in both subjects, then as parents you can still decide that you feel it is the right decision to send your child to a ‘Realschule’ or ‘Gymnasium’.

Registration for trial lessons is only possible at one secondary school at a time, i.e. not at several schools simultaneously.

Placing your child in the JVC Grammar School / Internal placement

- ✓ **Learning partner achieves an average grade of 2.33 or above in the subjects German, Mathematics and Social Science/Science ‘HSU’) in the written report and receive a supporting assessment from their learning guide(s) with respect to working habits, behaviour, and concentration:** The learning partner may proceed to the JVC Grammar School without having to sit any exams at all. Those parents who have expressed an interest in receiving application documents for the JVC Grammar School receive contractual documents accordingly. In order to be guaranteed a place, parents need to return the signed grammar school contract within two weeks. If the contract is not returned on time, then JVC will try to offer a place, but this will only be possible if there are still free places at that time. For internal admissions, a processing fee of 199 EUR must be paid to cover the organization of the internal assessment process.
- ✓ **Learning partner does not achieve an average grade of 2.33 or above in the subjects German, Mathematics and Social Science/Science ‘HSU’) in the written report:** In exceptional cases, learning guides can write a letter of recommendation to the JVC Grammar School meaning that test lessons are waived. A contributory factor for such a recommendation might be exceptionally good competency in the English language, for instance. However, this recommendation is at the discretion of the learning guides. Those parents who have expressed an interest by handing in an application for the JVC Grammar School receive contractual documents accordingly. In order to be guaranteed a place, parents need to return the signed Grammar School contract within two weeks. If the contract is returned on time, then JVC will try to offer a place, but this will only be possible if there are still free places at that time.

- ✓ Learning partner does not achieve an average grade of 2.33 or above in the subjects German, Mathematics and Social Science/Science 'HSU') in the written report and does not receive a recommendation for the JVC Grammar School from the learning guides: The child cannot be admitted to the JVC Grammar School.

Checklist for parents

- ☐ Is my child in the input-room every day on time to be greeted and hear the plan for the day?
- ☐ Does my child bring a backpack on Fridays, where the DIN A4-format folders fit? (Elementary School)
- ☐ Does my child bring a gym bag packed with all necessary clothes for gym class? (non-marking indoor gym shoes, outdoor gym shoes in summer, gym pants, t-shirt)
- ☐ Does my child bring a bottle filled with water or tea every morning?
- ☐ Are there waterproof pants in school? (Elementary School)
- ☐ Are my child's waterproof boots in school? (Elementary School)
- ☐ Are my child's slippers in school? (Elementary School)
- ☐ Does my child wear at least one article of clothing from the appropriate Campus Dress collection every day?
- ☐ Is my child's name labelled on all articles of clothing and school supplies (clothing, materials, backpack, water bottle)?
- ☐ Do I pick up my child on time as agreed?