



**Kajaanin kaupunki**  
Perusopetus

**ENGLISH**

# Tervetuloa ekaluokalle 2020



## Table of Contents

Page

### Welcome to school

1.	<b>Enrolling your child in school</b>	2
	To school at the age of 7	
	To school at an earlier age	
	To school at a later age	
	To what school	
	To a local school	
	To a non-local school	
	If the family moves to a new address	
2.	<b>What pupils learn in grades 1-2</b>	5
	Own class — own teacher	
	Subjects common to all	
	Teaching religion and ethics	
	Religious events	
	Collaboration of home and school	
	Pupil assessment	
	Parents' associations	7
3.	<b>Basics of school commutes organized by the city of Kajaani</b>	8
4.	<b>Multicultural education</b>	9
	Preparatory education	
	Teaching Finnish as a second language	
	Teaching pupil's own mother tongue	
5.	<b>Pupil welfare</b>	11
6.	<b>Supporting learning</b>	11
7.	<b>Club activities</b>	13
8.	<b>Morning and afternoon activities in basic education</b>	14
	Content and purpose of the activities	
	Organization of activities	
	Activity ideas of service providers who organize afternoon activities with service money	
	Registration	14
	Charges for activities	
	Notification of selection	
	Cancellation of a place granted	
	Parties and groups organizing activities	
9.	<b>Schools in the city of Kajaani</b>	

Appendices: Working hours for the academic year 2020-21  
Location of schools on the map

## Enrolling your child in school

Registration for the school will be done in January in the Wilma program with your own username.

Address: <https://wilma.kajaani.fi>

Choose Lomakkeet (Forms).

Select: "koulutulokkaat"-oppilaitoksessa oleva lapsi ("schoolchildren" - a child in an educational institution).

Your username should be made with a key code.

The key code can be found in the Welcome to Preschool letter.

## School starts at the beginning of August (11.8.2020)

### Information events for parents

Information events for first-graders' guardians will be held in January.

The events cover primary education, i.e. **1st to 2nd grade education**, as well as **morning and afternoon activities**.

The event for the area north of the Kajaani River will be held

### at Kätönlahti school

(address: Kätönkuja 7, 87250 Kajaani)

The event for the Lehtikangas area will be held

### at Lehtikangas school

(address: Rinnekatu 2 A, 87500 Kajaani)

The event for the Otanmäki/Vuolijoki area will be held

### at Otanmäki school

(address: Uunimiehentie 10 B, 88200 Otanmäki)

The events in Lohtaja, Huuhkajanvaara, Centre, Onnela, Purola, Puistola, Kettu, Parkinniemi, Teerisuo-Hevossuo, Vuoreslahti-Koutaniemi and Mainua areas will be held

at Seminaari school (address: Seminaarinkatu 2, 87100 Kajaani) on **XXXX January 2021 at X pm.**

Education department of the City of Kajaani  
Pohjolankatu 13, 87100 KAJAANI

Education Director Mikko Saari, ph. 044 7100 235, [mikko.saari@kajaani.fi](mailto:mikko.saari@kajaani.fi)  
Director for the Basic Education Päivi Rissanen, ph. 044 7100 611, [paivi.rissanen@kajaani.fi](mailto:paivi.rissanen@kajaani.fi)



### **1. When to school**

All children have the right to basic education and the right to attend school.

The Finnish primary school is a school for all children.

#### **To school at the age of 7**

At the same time, this right is an obligation.

Compulsory education means that all Finnish children must go to school.

The child's guardian is responsible that the child is attending school.

A child's compulsory education begins when he or she reaches the age of 7.

The child's compulsory education ends when the basic education curriculum is completed.

#### **To school at an earlier age**

According to section 27 of the Basic Education Act, a child may start school one year earlier if he or she is mature and skilled enough to attend school.

A psychologist or doctor can examine the child's school maturity.

The parents shall pay for these studies.

Earlier school education beginning should be agreed with the school's principal.

A child's compulsory education begins at the age of 6 if he or she is covered by an extended compulsory education due to illness or injury.

In extended compulsory education, a pupil can attend pre-school for one or two years.

Kindergarten, school and children's clinic provide more detailed information.

### **To school at a later age**

The child's readiness for school could be assessed by a family counselling centre, school psychologists or a paediatric neurology outpatient clinic.

If you would like an assessment of school readiness for your child, please contact your preschool psychologist during the fall semester.

They assess whether the child can start school.

### **To a local school**

The pupil primarily attends a nearby local school. The local school is determined by the child's place of residence.

### **To a non-local school**

If parents want their children to go to a non-local school, they must write an application for that school in Wilma, in the Applications and Decisions (*Hakemukset ja päätökset*) menu.

You can get a place from another school if there is a free place in the school. The principal of that school decides whether to admit the pupil to a school other than the nearby school.

The application should be made in January. The school will notify the guardian of the decision during the spring.

### **If the family moves to a new address**

If the child's address changes before the beginning of the fall semester, the guardian shall notify the school of the change.



## **2. What pupils learn in grades 1-2**

According to the Finnish Constitution, the goal of education is for a pupil to become a member of Finnish society and to know his or her rights and obligations.

The school teaches the child the knowledge and skills necessary in life.

Education promotes civilization and equality in society.

### **Own class — own teacher**

At school, a pupil is in their own class and in their own group.

Each class has its own class teacher.

Some subjects are also taught by other teachers.

Some of the classes are connecting classes, e.g. classes 1-2 or 3-4.

### **Subjects common to all**

1st and 2nd classes study Finnish language and literature, English, mathematics, environmental studies, religion or ethics, arts and crafts and physical exercise.

Pupils in grades 1-2 have 21 hours per week of school.

A pupil shall receive remedial instruction if needed.

The pupil can attend school clubs.



### **Teaching religion and ethics**

At school, pupils study their respective own religion.

The school organizes the teaching of pupils' own religion when there are at least three pupils in the group and the parents wish so.

The education organizer must provide teaching of ethics (ET) if there are three students in the schools who do not belong to churches or religious communities.

If a religious community provides teaching, this teaching replaces the teaching or activities of the school. The education given by the community does not provide a grade on the school certificate.

Parents shall bring a report of the teaching given by the community to the school.

### **Religious events**

School celebrations such as the Spring Festival, the Christmas Festival and the Independence Day celebration are a part of Finnish cultural tradition.

They may have religious elements (e.g., a hymn), but they are not religious events.

A pupil is not required to attend religious events organized by the school, such as a church visit.

The school asks parents for permission to allow the child to attend religious events at the school.

### **Collaboration of home and school**

Cooperation between home and school is essential for schoolwork to succeed.

We hope that both parents will be actively involved in the home-school collaboration.

The teacher invites the parents to a discussion.

There will be interpretation in the discussion if needed.



## **The flow of information between home and school**

Parents receive information about their child's progress in school.

To that end the Wilma system is used in Kajaani's basic education schools. In Wilma, parents monitor their children's schooling from their computers and via the Wilma application on their phones.

Training on the use of Wilma can be arranged for parents.

## **Pupil assessment**

The pupil, parents, and teacher discuss pupil assessment together.

During the discussion, the child assesses his or her own learning.

An evaluation discussion will be held at the end of the autumn semester. The pupil will not receive a certificate then.

In the spring, at the end of the school year, the pupil will receive a certificate.

For pupils of grades from 1st to 3rd, the certificate contains a verbal assessment of skills.

For pupils of grades from 4th to 9th, the certificate rates the student's success in subjects on a numerical scale of 4-10 (4 = rejected, 10 = excellent).

## **Parents' associations**

Parents' associations promote cooperation between homes and schools.

Parents' associations operate independently and organize parental evenings and other activities to support school education.

All parents are welcome to join the school's parent association activities.

In a parent association, one can influence their child's school affairs.

There you can get to know other parents and learn more about the Finnish education system.



### 3. School commuting

If the distance to their school for a pupil in grades 1 to 2 is more than 3 km

and if the distance to their school for a pupil in grades 3 to 9 is more than 5 km,

or the school commuting takes more than 2.5 hours a day,

the city will arrange a free transportation of the child to school and home.

If a pupil has an illness or disability that prevents him or her from making the school commute himself or herself, the guardian must send an application and a doctor's statement to the city of Kajaani.

A special class student can apply for transportation with the statement of a doctor or school psychologist.

Free transport can be obtained when the child attends a local school, i.e. the school near which the pupil lives.

If the family has requested a place at a school other than a nearby school, transportation must be arranged by themselves.

The school commute includes the walk to the bus or taxi stop and the transportation in the vehicle.

The pupil must go to the stop in question on their own if the way there is less than 3 km (1-2 graders) or 5 km (3-9 graders).

There is no commuting service for morning and afternoon activities.

#### **Fill out the application (in Finnish):**

[http://www.kajaani.fi/sites/default/files/erityissyista\\_myonnettavan\\_koulukuljetuksen\\_hakemus.pdf](http://www.kajaani.fi/sites/default/files/erityissyista_myonnettavan_koulukuljetuksen_hakemus.pdf)

#### **Send the application to:**

Kajaanin kaupunki, Sivistystoimi/  
koulukuljetus,

Pohjolankatu 13,

87100 Kajaani.

Further information:

<http://www.kajaani.fi/fi/koulukuljetukset>

**Tiina Rusanen**, Passenger transport expert, ph. 0447100040,  
[tiina.rusanen@kajaani.fi](mailto:tiina.rusanen@kajaani.fi)

**Leena Karjalainen**, Services expert, ph. 0447100040,  
[leena.karjalainen@kajaani.fi](mailto:leena.karjalainen@kajaani.fi)



## 4. Multicultural education

### Preparatory education

Preparatory education is intended for children with a migrant background, who need practice in the Finnish language.

In the preparatory classes, the Finnish language and other subjects are studied.

Pupils will change to larger teaching groups in general education as soon as they can study subjects in Finnish.

Usually they start with exercise or music, for example.

Preparatory education lasts about one year.

When a pupil can study all subjects in Finnish, the teacher evaluates which general education class the pupil goes to.

There are currently two groups of preparatory education in Kajaani:

A group of 7-9-year-olds at Seminaari school and a group of 10-16-year-olds at the Central School.

The school decides with the multidisciplinary group on the pupil's participation in the preparatory education.

The start of school is discussed with the family, but the final decision is made by the education authority.



## **Teaching Finnish as a second language**

### **(S2-teaching)**

When a pupil's mother tongue is not Finnish, the pupil can receive support in studying Finnish.

The child studies the Finnish as a second language until he or she can effectively study and work in Finnish.

The school assesses whether the child needs S2 teaching and asks for permission from the guardian.

### **Teaching pupil's own mother tongue**

If a child's home language is other than Finnish, the child can study the respective mother tongue at school.

A mother tongue group can be started if there are at least 4 students for it.

There are 2 hours of teaching per week.

Teaching takes place after the school day in a school in the city.

The family transports the child to their own mother tongue classes at their own expenses.



A child can be registered for classes with the Immigrant Work Coordinator.

## 5. Pupil welfare

The school staff and family work together to secure the child's well-being at school.

The school has pupil welfare staff that includes a nurse, curator and school psychologist.

Teachers and pupil welfare staff work together to agree on ways to support learning.

The pupil's family also can receive help from the family counselling centre.

Before school begins, the nurse conducts summer health checks.

Parents shall book an appointment for a health check-up in May.

Your school's website ([http://www.kajaani.fi/fi/palvelut/pe\\_ruskoulut](http://www.kajaani.fi/fi/palvelut/pe_ruskoulut))

has the nurse's phone number

Parents shall tell the teacher about important things in the pupil's health.

## 6. Supporting learning

The teacher teaches and supports all students in the class.

At home, parents help the child understand homework.

The teacher and parents inform each other about things that affect the child's schooling.



The pupil receives support for language development and learning at the school from their own teacher and special needs teacher.

The need for support is always discussed with the pupil and parents.

If general support is not enough for the pupil, teachers make a pedagogical assessment.

The pedagogical assessment is used to find out what kind of support the child needs for learning.

A learning plan will be made for the child at school.

It will be used to plan enhanced support.

If enhanced support is not enough to help the pupil learn, the support will be re-evaluated in the pedagogical study.

Teachers and pupil welfare staff can decide on the special support the pupil will receive in their own or in a special group.

A Personal Teaching Plan (HOJKS) will be written for the child.

A child can receive a special support decision at the age of six or before.

In this case, the child is allowed to attend pre-school for two years.

**There are special groups in the following schools in Kajaani:**

Central school and Kaleva and Vainölä units

Kätönlähti school

Lehtikangas school

Lohtaja school

Seminaari school



## 7. Club activities

Schools organize clubs for pupils.

There are many types of clubs.

Pupils can get a new hobby through club activities

and learn a variety of skills there with the help of expert instructors.

The purpose of club activities is to give each pupil one hobby opportunity during basic education.



Clubs are free and instructors are schoolteachers or subject matter experts.

Schools inform their pupils and parents about their clubs on school websites, newsletters and parenting evenings.

## 8. Morning and afternoon activities

If a 1st or 2nd grader needs adult supervision in the morning before school or in the afternoon after school, he or she can participate in morning and afternoon activities.

Early childhood education organizes morning and afternoon activities in co-operation with basic education.

In the morning and afternoon activities, students eat a snack and rest, make handicrafts and move around, and practice many of the skills needed at school with instructors and other children.

Morning and afternoon activities support home and school education.

### Organization of activities

In Kajaani, morning and afternoon activities are organized by the City of Kajaani, Kajaani Parish, organizations and associations.

The morning and afternoon activities are held on school days, in the mornings before the school starts from 6.30 am to 10.00 am and in the afternoons from the noon to 4.30 pm.

If necessary, to 5.00 pm.

Morning activities are organized in schools.

The instructors are the school's school attendance assistants.

Afternoon activities are organized in schools, parish houses and on the premises of organizations.

### Who can participate in the activities?

Pupils in grades 1-2 and special groups can participate in morning and afternoon activities if both parents of the child are at work or studying.

The registration form must indicate the time of the start of the morning activity.

Pupils go to the activity independently or the parents organize the transportation.

### Registration

You shall register for morning and afternoon activities in Wilma when you register your child for school.

The group will start if 8-12 children register for the group.

If there is no possibility to organize a group in one area, the aim is to organize the activity in another way.

The location of the group may also change.



### Fees for morning and afternoon activities:

#### Afternoon activities

- need max. 4 h/day: 80 €/month

- max. 4 h/day, max. 10 days/month: 40 €/month

- need more than 4 h/day: 100 €/month

- more than 4 h/day, max. 10 days/month: 50 €/month

Morning activities: 50 €/month

Occasional need: single daily fee 10 €/day

**Sibling discount (-50%) for the oldest child if more than one child in the family participates in the activities.**

**Enter the activity time/fee on the registration form.**

**The activity time/fee can be changed if necessary.**

Parents can apply for a reduction or waiving of the fee when they provide family income information to the city.

The fee includes activities, snacks and insurance.

Parents' income does not affect the single daily fee.



### Notification of selection

The family will be notified of the morning and afternoon admission by post in April-May.

### Cancellation of a place granted

If the child does not need a place, it must be cancelled immediately.

Please notify the cancellation to the service specialist

Tuula Komulainen, ph. 044 7147 634,

e-mail: [tuula.komulainen@kajaani.fi](mailto:tuula.komulainen@kajaani.fi).

Cancellations of parish places must be notified

to the supervisor of child work

Marita Karvinen, ph. 044 7444 239,

e-mail: [marita.karvinen@evl.fi](mailto:marita.karvinen@evl.fi).



### Who organizes the afternoon activities?

Culture cooperative G-voima, [www.g-voima.fi](http://www.g-voima.fi)

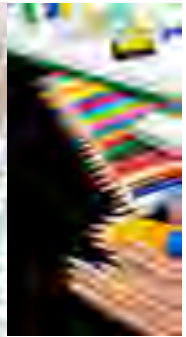
Spartak Kajaani ry., [www.spartakkajaani.net](http://www.spartakkajaani.net)

Kajaanin 4H-yhdistys ry., [www.kajaani.4h.fi](http://www.kajaani.4h.fi) and facebook.

Nakertaja-Hetteenmäki Village Association,  
[www.nakertaja.fi](http://www.nakertaja.fi)

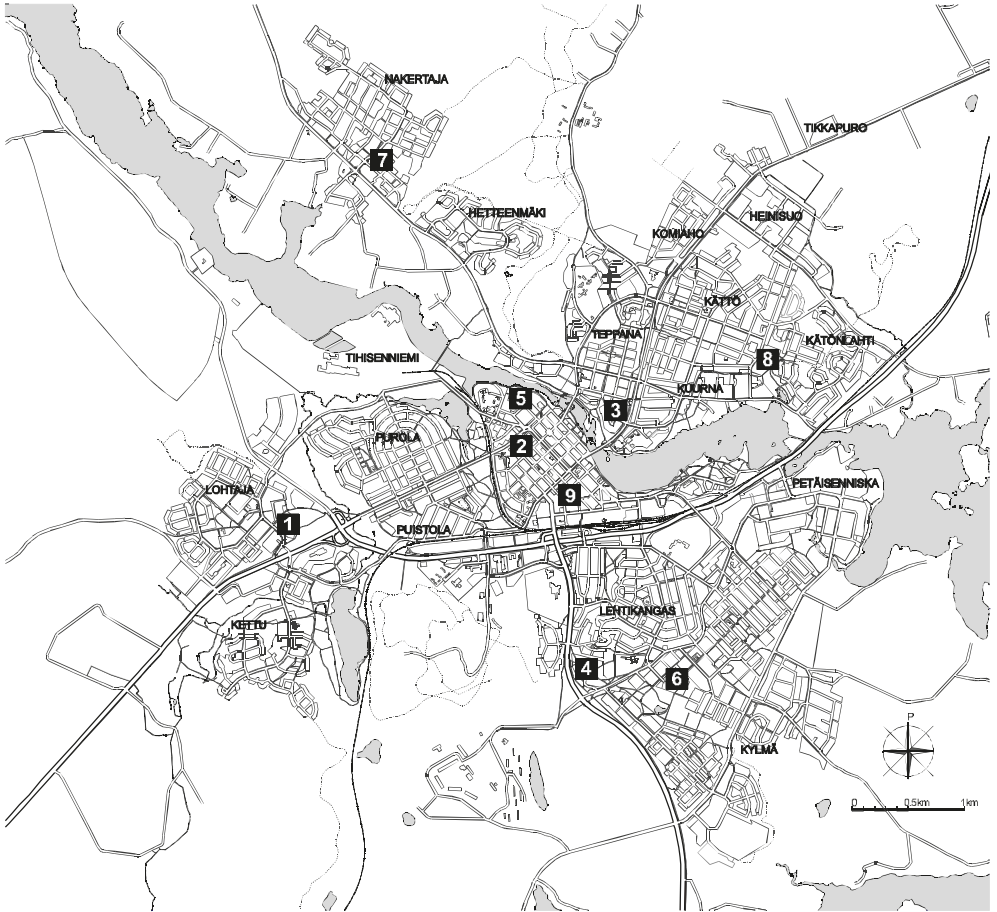
Afternoon activities of Kajaani Parish,  
[www.kajaaninseurakunta.fi](http://www.kajaaninseurakunta.fi),

facebook: Child and family work in Kajaani parish, instagram:  
[kajaaninsrk.lapsi\\_perhe](https://www.instagram.com/kajaaninsrk.lapsi_perhe)





# KAJAANIN TAAJAMAN PERUSKOULUT



**1** Lohtajan koulu

**2** Keskuskoulu

**3** Teppanan koulu

**4** Lehtikankaan koulu

**5** Seminaarin koulu

**6** Soidinsuon koulu

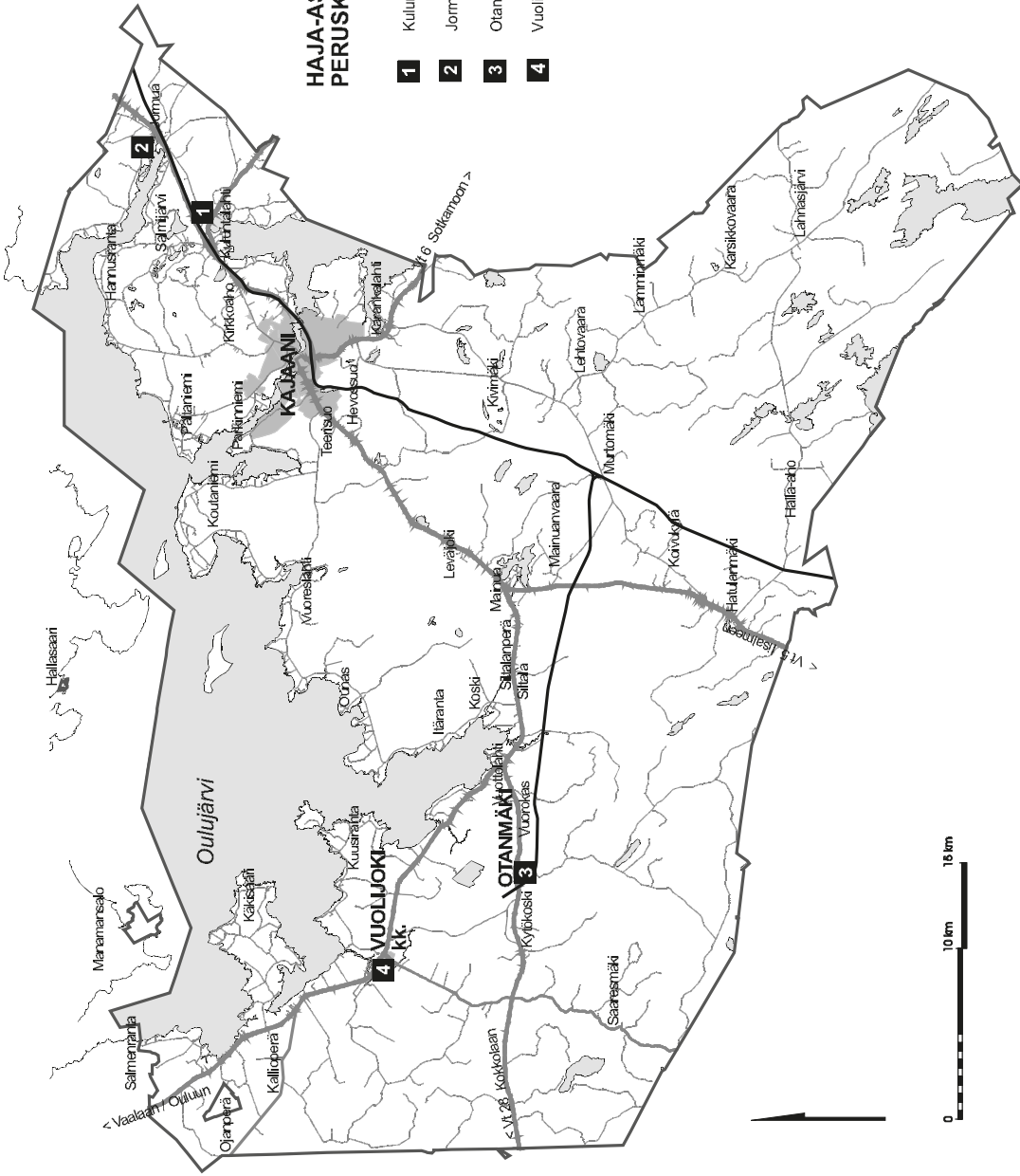
**7** Nakertajan koulu

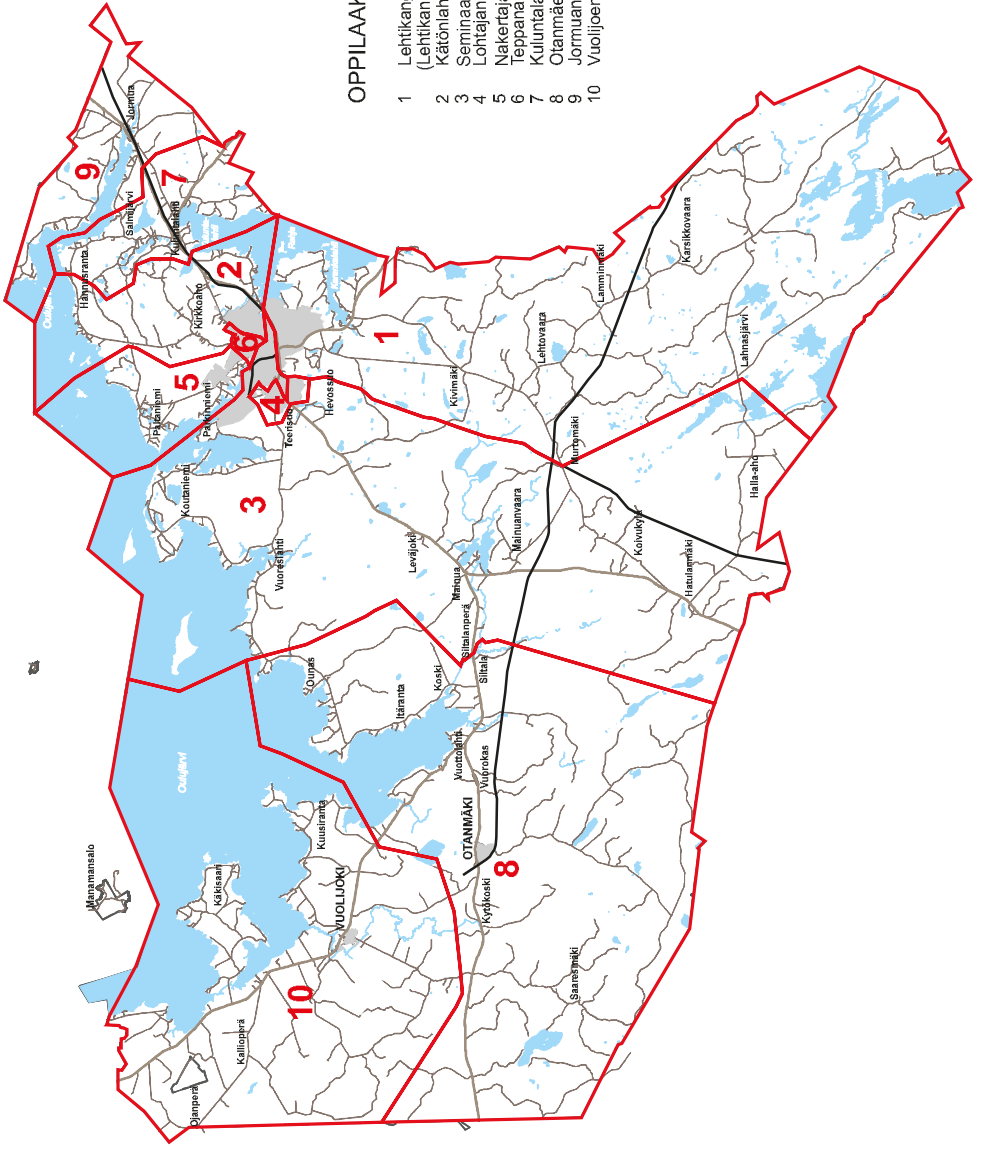
**8** Kätönlahden koulu

**9** Kajaanin lyseo

# HAJA-ASUTUSALUEEN PERUSKOULUT

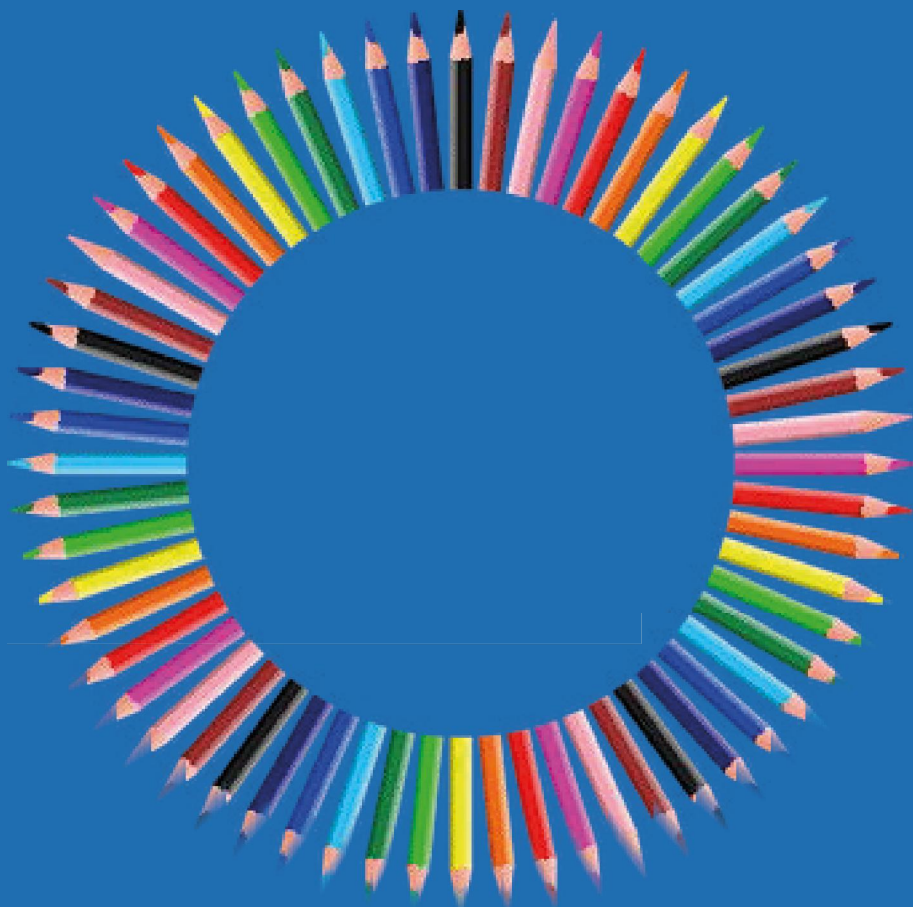
- 1** Kuluntaalahden koulu
- 2** Jormuan koulu
- 3** Oranmäen koulu
- 4** Vuolijoen koulu





**OPPILAAKSIOITTOALUEET:**

- 1 Lehtikangas  
(Lehtikankaan / Soidinsuon koulu)
- 2 Kätrölahden koulu
- 3 Seminaarin koulu
- 4 Lohjajan koulu
- 5 Nakertajan koulu
- 6 Teppanen koulu
- 7 Kuluntalahden koulu
- 8 Otannmäen koulu
- 9 Jormuan koulu
- 10 Vuolijoen koulu



**Yhteystiedot:**  
Kajaanin kaupunki  
Pohjolankatu 13  
87100 Kajaani  
[www.kajaani.fi](http://www.kajaani.fi)