



Lycée Français International  
**Gustave Eiffel**



**aefe**  
Agence pour  
l'enseignement français  
à l'étranger



# WELCOME BOOKLET

SCHOOL YEAR

**2024-2025**

Rua do Rio Raraga N.203 Polana Caniço Maputo

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[www.lyceemaputo.org](http://www.lyceemaputo.org)



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# Introduction

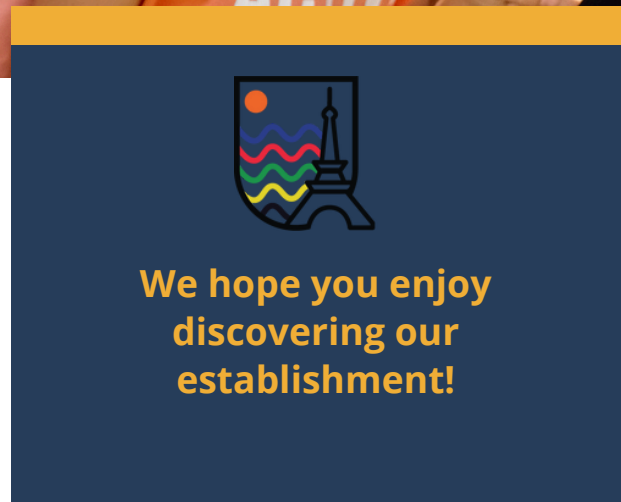
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**This welcome booklet from the Lycée Français International Gustave Eiffel (LFIGE) is for all students and their families.**

Founded over 45 years ago, Lycée Français International Gustave Eiffel has a long tradition of quality teaching in a multilingual and multicultural environment, establishing strong links with Mozambique and promoting a real openness to the world.

Here you'll find a complete curriculum approved by the French Ministry of Education, from preschool to 12th grade.

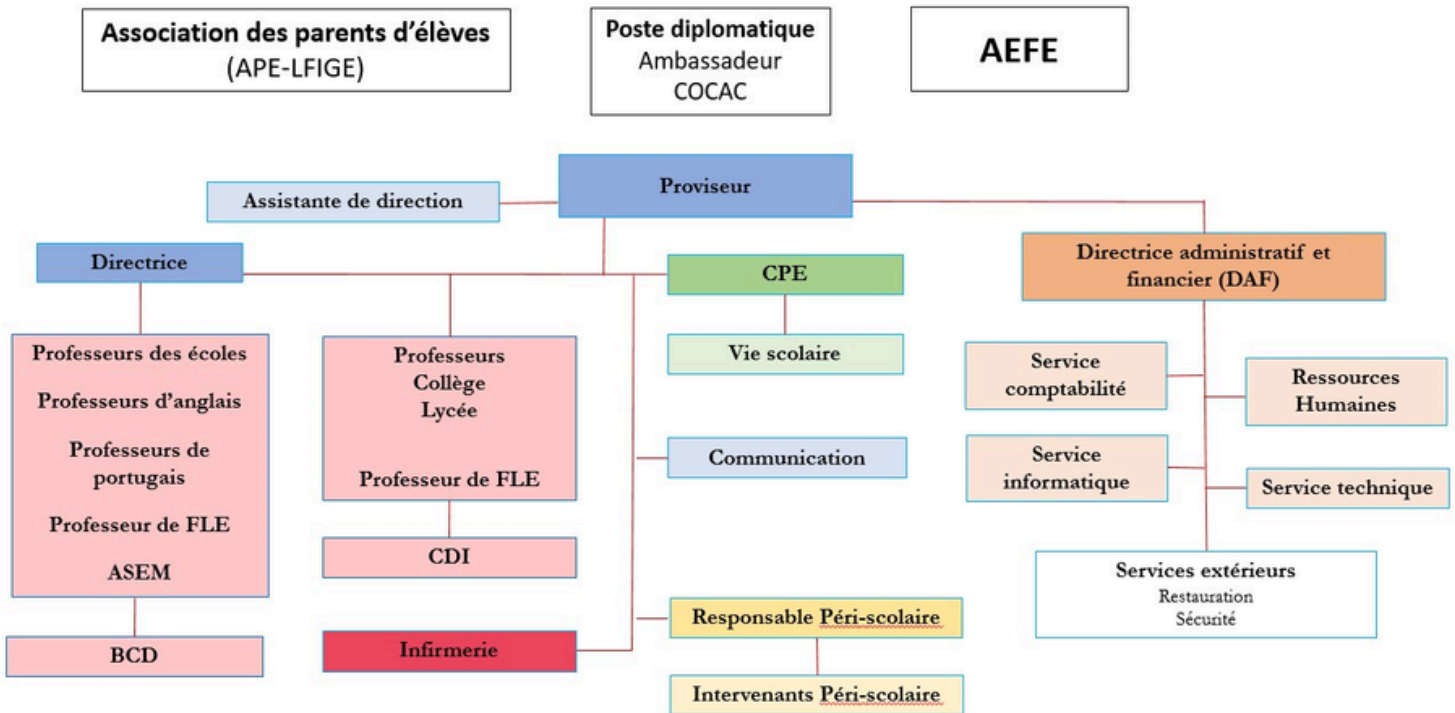


LFIGE (Lycée Français International Gustave Eiffel) is part of the AEFE network (Agence de l'enseignement français à l'étranger), a unique educational network in the world which, at the start of this academic year, has 600 schools in 139 countries.

The LFIGE Parents' Association (APA-LFIGE) manages the school. Under the terms of the administrative, financial and pedagogical agreement signed with the AEFE, the French government provides permanent staff from the French national education system (principals, teachers).

# Management Model:

## Organigram



### Administration Board:



The main role of the Administration Board, made up of elected parents, is to manage the school. The Administration Board regularly reports to the General Assembly, which is made up of all the parents. The Administration Board also works within the framework of the agreement signed with the Agence pour l'Enseignement Français à l'Étranger (AEFE).



By enrolling your child at LFIGE, you become a member of the Parents' Association of the Lycée Français International Gustave Eiffel (APA-LFIGE). As a member of this association, you are invited to participate in the life of the school. The parents' point of view and commitment are essential for the management of the school, in order to develop a common vision with all the players who make up the educational community.

# Administration Board



## Members of the Administration Board:

- President: Crystelle Larour-Coury
- Vice-President: Cédric Lemarié
- Treasurer: Béranger Piasentin
- Secretary: Syrille Zanaroli
- Administrator: Fabrice Ferrandes
- Administrator: Italma Pereira
- Administrator: Joana Ruas Chichava
- Administrator: Nelson Melo
- Administrator: Orlanda Gisela Graça

## Committees:

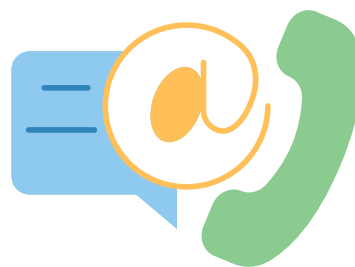
- **Finance:** Béranger Piasentin, Nelson Melo
- **Human Resources and Communication:** Fabrice Ferrandes, Syrille Zanaroli
- **Infrastructure:** Italma Pereira and Joana Ruas Chichava
- **IT and Security:** Cédric Lemarié and Joana Ruas Chichava
- **Canteen:** Nelson Melo
- **Solidarity Fund:** Crystelle Larour-Coury
- **Extracurricular activities:** Orlanda Gisela Graça, Crystelle Larour-Coury and Syrille Zanaroli
- **External Communication and Events Club:** Italma Pereira et Joana Ruas Chichava

The President supervises the work of the board committees and is also the point of contact with senior management (Directors).



# Useful contacts

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PROVISEUR: **Damien Dessens**

MANAGEMENT ASSISTANT: **Isabel Madeira**

[isabel.madeira@aeфе.fr](mailto:isabel.madeira@aeфе.fr)

+258 82 31 26410

DIRECTOR OF THE PRIMARY SCHOOL AND PRESCHOOL: **Manon Moresmau**

[manon.moresmau@aeфе.fr](mailto:manon.moresmau@aeфе.fr)

ADMINISTRATIVE AND FINANCIAL DIRECTOR: **Charline Leclair**

[charline.leclair@aeфе.fr](mailto:charline.leclair@aeфе.fr)

HUMAN RESOURCES DIRECTOR: **Nélia Pioris**

[nelia.pioris@aeфе.fr](mailto:nelia.pioris@aeфе.fr)

ACCOUNTING: **Kevin Manjate**

[kevin.manjate@aeфе.fr](mailto:kevin.manjate@aeфе.fr)

ACCOUNTING ASSISTANT: **Chaquira Remane**

[chaquira.remane@aeфе.fr](mailto:chaquira.remane@aeфе.fr)

SENIOR EDUCATION ADVISER: **Vincent De Loenen**

[vincent.deloenen@aeфе.fr](mailto:vincent.deloenen@aeфе.fr)

ELEMENTARY SCHOOL LIFE | CANTEEN: **Sonia Adrianopoulos**

[sonia.adrianopoulos@aeфе.fr](mailto:sonia.adrianopoulos@aeфе.fr)

+258 84 317 57 33

SECONDARY SCHOOL LIFE: **Elisa Mondjane**

[elisadomingos.mondjane@aeфе.fr](mailto:elisadomingos.mondjane@aeфе.fr)

PRESCHOOL AND PRIMARY RECEPTION: **Brigitte Mbeukene**

[brigitte.mbeukene@aeфе.fr](mailto:brigitte.mbeukene@aeфе.fr)

+258 84 317 57 41

INFIRMARY | EXTRACURRICULAR ACTIVITIES: **Anne-Sophie Gerin**

[anne-sophie.gerin@aeфе.fr](mailto:anne-sophie.gerin@aeфе.fr)

+258 84 317 57 49

# School Calendar 2024-2025



## **BEGINNING OF THE SCHOOL YEAR (for teachers)**

Monday September 2nd, 2024

## **BEGINNING OF THE SCHOOL YEAR (for students)**

Tuesday September 3rd, 2024

## **SATURDAYS AT THE SCHOOL (morning)**

September 28, 2024

February 8th, 2025

## **OCTOBER BREAK**

From Saturday, October 19, 2024 to Tuesday, October 29, 2024

## **CHRISTMAS BREAK**

From Saturday, December 14, 2024 to Sunday, January 5, 2025

## **FEBRUARY BREAK**

From Saturday February 22, 2025 to Tuesday March 4, 2025

## **APRIL BREAK**

From Saturday, April 26, 2025 to Sunday, May 11, 2025

## **LAST DAY OF SCHOOL**

Wednesday, July 2, 2025

## **MOZAMBICAN PUBLIC HOLIDAYS**

- Wednesday September 25, 2024: Armed Forces Day
- Friday October 4, 2024: Peace Day
- Monday November 11, 2024: Relating to November 10, Maputo City Day
- Monday February 3, 2025: Mozambican heroes' day
- Monday April 7, 2025: Mozambican Women's Day
- Wednesday June 25, 2025: Independence Day



## WELCOMING THE NEW FAMILIES

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Visit to the school for the newly arrived students and their families:

**FRIDAY, AUGUST 30, 2024, from 2 pm to 4 pm**




This visit is an opportunity to find out more about:

- The school and its different areas according to the level of your child(ren)
- The role of the Head Teacher at the Collège and Lycée
- The timetable and new arrangements
- School rules
- The role of Vie Scolaire (School Life) and the monitors.
- The student's notebook: purpose and use
- The possibilities for families to get involved in the school (parents' representatives, various bodies, etc.)
- How to welcome and integrate students and families



# Grade Levels

**Preschool  
and Elementary**  
(1er degré)



## MATERNELLE / PRESCHOOL

GRADES		Age
<b>TPS</b>	Toute Petite Section	2 years 1/2
<b>PS</b>	Petite Section	3-4 years
<b>MS</b>	Moyenne Section	4-5 years
<b>GS</b>	Grande Section	5-6 years

## ÉLÉMENTAIRE / ELEMENTARY

GRADES		Age
<b>CP</b>	Cours Préparatoire	6-7 years
<b>CE1</b>	Cours Élémentaire (1ère année)	7-8 years
<b>CE2</b>	Cours Élémentaire (2ème année)	8-9 years
<b>CM1</b>	Cours Moyen (1ère année)	9-10 years
<b>CM2</b>	Cours Moyen (2ème année)	10-11 years

# Grade Levels

## Middle School and High school

(2nd degré)



### COLLÈGE / MIDDLE SCHOOL

GRADES		Age
<b>6ÈME</b>	Sixième	11-12 years
<b>5ÈME</b>	Cinquième	12-13 years
<b>4ÈME</b>	Quatrième	13-14 years
<b>3ÈME</b>	Troisième	14-15 years

### LYCÉE / HIGH SCHOOL

GRADES		Age
<b>2ND</b>	Seconde	15-16 years
<b>1ÈRE</b>	Première	16-17 years
<b>TALE</b>	Terminale	17-18 years

# Canteen

The school canteen service is open every day, from Monday to Friday, from 11:45 am to 1:15 pm for the Collège and Lycée. There is no canteen service on Fridays for Maternelle and Élémentaire.

Taking into account the number of children attending the school canteen and the maximum capacity, lunchtime is organized into three services. The children are accompanied by the catering team and the LFIGE teaching team.

The children's lunch consists of :

- A soup
- A main course (with or without animal protein) and salad
- A dessert



# Canteen

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For families who prefer to send their children lunch from home, we would like to emphasize that lunch boxes containing lunch must accompany your child first thing in the morning when they arrive at school.

**The school does not accept lunchboxes during the morning.**

Lunch boxes should contain meals that can be eaten warm or cold; for hygiene and safety reasons, food will not be reheated.

Here are some recommendations for preparing a lunchbox:

- A sandwich made with a protein of your choice (chicken, eggs, meat or fish) combined with vegetables (salad, tomatoes, etc.) or a salad made with rice, pasta or semolina combined with vegetables.
- Fruit or a small jam
- A dairy product



# Canteen



## How it works

Kaya Kwanga provides the school canteen service.

The canteen committee, made up of members of the board, school management, parents, teachers and students, is responsible for assessing the quality of the service and organizing this lunch period.

**The canteen service will start on Wednesday, September 4, 2024.**

### Prices and registration:

Prices are set by our service provider. In the event of a change, you will be informed of the new price and the date it comes into effect.

- 210 meticaís for preschool students
- 260 meticaís for primary and secondary school students
- Register and validate the desired periods on Eduka

### Meal frequency:

Unless otherwise indicated, the canteen is open 5 days a week, corresponding to the 5 school days.

Monday to Thursday for preschool and elementary school.  
Monday to Friday for secondary school.

### Reservations and payment of invoices:

Meal reservations must be made before the 30th of each month on our EDUKA platform:

<https://efmaputo.eduka.school/> in the "Portail cantine à la carte"

Reservations must be made between the 15th and the last day of the previous month.

If you do not make a reservation, you will be charged 500 MZN for the meals.  
No deductions or refunds will be made.

### Payments can be made directly to the service provider by:

- Bank transfer
- POS payment to Joyce at the elementary school

Between the 15th of the previous month and the 7th of the current month.

For online payments, the proof of payment must be sent by email, mentioning the student, the grade and the days in question, to the following addresses:

- [jaimabila@yahoo.com.br](mailto:jaimabila@yahoo.com.br)
- [reservas@kayakwanga.co.mz](mailto:reservas@kayakwanga.co.mz)
- [sonia.adrianopoulos@aefe.fr](mailto:sonia.adrianopoulos@aefe.fr)



# Infirmary



## Opening hours:



Every morning from 8:30 am to 12:30 pm

Anne-Sophie Gerin is the nurse at LFIGE:

[anne-sophie.gerin@aefe.fr](mailto:anne-sophie.gerin@aefe.fr)

## Emergency numbers:



- Ambulance Doutor Urgência : 85 050 00 23
- Ambulance Icor : 84 88 88 / 82 33 88
- Hospital Icor : 84 32 74 800
- Hospital Privado : 84 30 30 967/8/9

- You can contact Anne-Sophie if you have any medical conditions to report (medical treatment, special diet, etc.).
- If necessary, your child will be accompanied to the infirmary during school hours.
- During playtime at elementary school, the head teacher will be informed before your child goes to the infirmary.

Monitoring students' health is one of the school's missions.

In accordance with current French National Education regulations, the medical and screening visits provided for in Article L. 541-1 of the Education Code are compulsory for the **GS** and **6ème** classes.

# Libraries CDI - BCD



Open every day:

- Our students can make use of the library spaces in the Primary School Library (BCD) and Secondary School Library (CDI) all year round.
- Books are available.
- Students can borrow them for 15 days.

## ISIDOC codes:

- ✓ The ISIDOC codes are sent to you at the beginning of the year by librarian teacher Nicolas RODOT.
- ✓ These codes are used to access a platform that indicates the name and number of books borrowed.



# French as a Foreign Language

## Learning French for non-francophones

For non-francophone children, we offer UPE2A (Unité Pédagogique pour Elève Allophone Arrivant) and FLE (Français Langue Étrangère). These are two programs designed to help students with little or no command of the French language, at preschool, primary and secondary level. These children are taught by a specialized teacher during school hours, for an average of 2 hours a week, or as part of an intensive learning program.

### Who is UPE2A aimed at?

All students of non-French-speaking origin new to school, aged between 5 and 9;  
Students with little or no knowledge of French;

### Who is FLE aimed at?

Students who have already mastered certain language skills in French, but who need additional help to reinforce these skills (oral and/or written);  
All newly-arrived students with a CECRL (Common European Framework of Reference for Languages) A2 level, necessary for integration from CM1.





# List of school supplies



## Maternelle and Élémentaire



### MATERNELLE/PRESCHOOL

- 1 bag for snacks (2 snacks per day)
- 1 water canteen marked with the child's name
- 1 bag with a change of clothes
- 1 apron or old t-shirt for painting, marked with the child's name
- 1 plastic cup marked with the child's name
- 3 large boxes of tissues

### ELEMENTAIRE/PRIMARY (from CP to CM2)

#### Common Material to all classes :

Please buy school supplies such as NOTE, MAPED, BIC, etc. Avoid "fantasy" material.

#### - 1 case with the following materials:

- Red, green, black and blue pens
- 2 pencils (always)
- 2 markers of different colors
- 1 20 cm flat, rigid, graduated ruler
- 1 eraser
- 1 pencil sharpener with reservoir
- 1 glue stick
- 1 pair of scissors
- 1 erasable Velleda felt-tip pen

#### - 1 case with colored pencils

- 2 plastic files with elastic bands
- 1 Portfolio with 60 transparent pockets
- 1 sketchbook
- 1 mini-whiteboard (from CP to CE2)
- 1 whiteboard eraser/cloth
- 1 water canteen marked with the child's name
- 3 large boxes of tissues
- 1 snack bag
- 1 apron or old t-shirt for painting, marked with the child's name (CP)

# List of School Supplies

## Material for CM1 to CM2

- Common Material to all Primary classes
- 1 square / 1 compass / 1 protractor
- 1 simple calculator
- 1 plastic file

## CE2 recommendation

- LAROUSSE – Super Major (9-12 ans) – CM-6ème

## A supply of:

- 6 glues
- 2 erasers
- 5 pencils
- 4 erasable Velleda felt-tip pens

## All students should bring:

- **appropriate clothing for sports activities:** shorts, sports shoes, cap
- **a LFIGE t-shirt/polo** for school activities and outings (available for purchase at the beginning of the school year).

From CE1 onwards, **it is advisable to have a dictionary adapted to your child's age.**

Please **check regularly that your child has the necessary material** and, if necessary, renew it.

NB: Children who wish to, can use a fountain pen with a blue cartridge from CE2 to CM2.



# List of School Supplies



## Collège et Lycée



### COLLÈGE/MIDDLE SCHOOL

#### Common material for all subjects:

- 1 diary
- 1 sketchbook
- 1 pad of graph paper
- 1 pad of tracing paper
- 1 pad of foolscap paper or 1 pad of perforated lined sheets ("Copies doubles")
- 1 USB pen drive - minimum 2GB
- 1 binder with elastic bands / or sorting binder with elastic bands
- Glue stick / OR a small stapler + staples
- 1 complete kit with the following materials: pens in different colors (blue, green, red, black) / 1 flat ruler / pencils / 1 eraser / 1 pencil sharpener / glue stick / 2 markers / 1 pair of scissors / fine-tipped felt-tip pens / colored pencils

#### Plastic arts:

- Acrylic paint in small tubes / Watercolor paint in palettes
- Brushes: n°2, 6, 8, 12
- Oil chalks, dry chalks
- 1 bottle of black China ink
- HB, 2B, 4B, 6B, 8B pencils / Black felt-tip pen
- 1 old T-shirt or apron

#### Music:

- 1 large notebook WITHOUT musical staves - 96 pages or 1 portfolio with transparent pockets

#### Mathematics:

- 1 protractor graduated from 5ème upwards
- 1 non-graduated ruler (6ème)
- 1 simple scientific calculator from 5ème to 3ème, with bracket keys and trigonometric functions "cos" "sin" "tan" (e.g. TI 40 collège)
- 1 L-shaped or T-shaped square / 1 double decimeter / 1 compass

#### French:

- 3 large format notebooks seyes 24 x 32 - 96 pages (large squares if possible)
- 1 pad of foolscap paper or 1 pad of perforated lined sheets ("Copies doubles")
- 5ème and 3ème: directory (A to Z) format 11cm x 17cm
- The purchase of a Kobo e-reader is recommended.

# List of School Supplies



## History, Geography, Civics:

- 2 A4 notebooks (96 pages)
- 1 pad of foolscap paper or 1 pad of perforated lined sheets ("Copies doubles" 21 x 29.7)
- 1 pad of perforated lined sheets ("Copies simples") you can choose lines, small squares or large squares.

## English, Spanish, Chinese (languages):

- 1 large notebook or 1 large file folder with perforated pages
- 1 French/English pocket dictionary - optional
- 1 French/Chinese pocket dictionary - optional
- 1 French/Spanish pocket dictionary - optional
- English/English monolingual dictionary - Lycée Spé

## Portuguese:

- 2 large format notebooks + 1 plastic file
- 1 pocket dictionary

## Physics and Chemistry:

- 1 large format notebook 24 x 32 (without practice notebook) - 5ème, 4ème, 3ème.
- 1 Casio collège calculator

## Technology:

- 1 A4 soft cover
- 1 set of 40 A4 transparent pockets
- 1 pad of perforated white sheets with large squares.

## SVT - Earth and Life Sciences:

- 1 large notebook 24x32 - large squares (no practice notebook)

### All students should bring:

- **appropriate clothing for sports activities:** shorts, sports shoes, cap.

# List of School Supplies



## Collège et Lycée



### LYCÉE/HIGH SCHOOL

#### Common material for all subjects:

- 1 diary
- 1 sketchbook
- 1 pad of graph paper
- 1 pad of tracing paper
- 1 pad of foolscap paper or 1 pad of perforated lined sheets ("Copies doubles")
- 1 USB pen drive - minimum 2GB
- 1 complete kit with the following materials: Different colored pens (blue, green, red, black) / 1 flat ruler / pencil / 1 eraser / 1 pencil sharpener / glue stick / 2 markers / 1 pair of scissors / fine-tipped felt-tip pens / colored pencils

#### Mathematics:

- 2 A4 notebooks with 96 pages or A4 file folders
- 1 graphing calculator with exam mode, from Seconde to Terminale (e.g. TI 82 advanced Python edition)
- 1 L or T square / 1 protractor / 1 compass

#### French:

- 2 large format notebooks - 96 pages (large squares if possible)
- 1 pad of foolscap paper or 1 pad of perforated lined sheets ("Copies doubles")
- The purchase of a Kobo e-reader is recommended.

#### History, Geography, Civics:

- 2 A4 notebooks (96 pages) or a large file folder with perforated pages
- 1 pad of foolscap or 1 pad of perforated lined sheets ("Copies doubles" 21 x 29.7)
- 1 pad of perforated lined sheets ("Copies simples") with a choice of lines, small squares or large squares.

#### English, Spanish, Chinese (languages):

- 1 large notebook or 1 large file folder with perforated pages
- 1 French/English pocket dictionary - optional
- 1 French/Chinese pocket dictionary - optional
- 1 French/Spanish pocket dictionary - optional
- English/English monolingual dictionary - Lycée Spé

# List of School Supplies



## Portuguese:

- 2 large format notebooks + 1 plastic file
- 1 pocket dictionary

## Physics and Chemistry – Seconde:

- 1 large notebook 24x32 - large or small squares
- 1 white cotton lab coat

## Physics and Chemistry – 1ère/Terminale:

- 1 small A4 file folder (40mm spine) with individual large square sheets.
- 2 large A4 file folders (for home use)
- A4 transparent plastic pockets
- 1 white cotton lab coat

## Science teaching - Lycée:

- 1 small A4 folder
- 1 large A4 folder (for home use)
- transparent plastic pockets

## SNT – Numerical and Technological Sciences: Seconde

- 1 small A4 file folder
- 1 large A4 file folder (for use at home)
- Transparent plastic pockets

## SES – Economic and Social Sciences – 2nd, 1ère, Terminale:

- 1 A4 file folder (9 cm spine)
- Block of perforated lined sheets + 1 set of 12 dividers

## SVT – Earth and Life Sciences – Seconde:

- 1 large notebook 24x32 - large squares (without exercise book)

## SVT – Earth and Life Sciences – 1ère/Terminale:

- 1 large notebook (40 mm spine) with sheets of individual large squares + transparent plastic pockets
- 1 white cotton lab coat

### All students should bring

- -appropriate clothing for sports activities: shorts, sports shoes, cap.

# Schedules



## Maternelle (Preschool) / Elémentaire (Elementary)

**Monday, Wednesday and Friday:  
7:45 am-12:15 am**

**Tuesday and Thursday:  
7:45 am-3:15pm**

## Collège / Lycée (Secondary School):

**Each class, from 6ème to Terminale,  
has its own timetable, which varies  
from day to day.**

**Classes start at 7:45am  
End of classes at 5:45pm**





# Forgotten Personal Items

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**IN CASE OF FORGOTTEN MATERIALS:**  
Families can bring forgotten materials from home and give them to Brigitte Mbeukene, who will bring them to class.



If your child loses an object or other material at school, you should look for it:

- For preschool and elementary school, at the counter by the entrance hall
- For secondary school, at the Vie Scolaire

*Note: Clothes and objects that don't find their owners will be given away at the end of each term (twice a quarter) to children in need (LFIGE partner associations).*



# Field Trips and School Trips



## Field trips:

- CP - Ponta d'Ouro
- CE1 - Ponta Macaneta
- CE2 - Bilene
- CM1 - Namaacha
- CM2 - Santa Maria
- 6ème - Inhaca
- 5ème - Dovela Dunes
- 3ème - South Africa: Boven



Field trips (round trip on the same day) are organized by the teachers. When they are free and take place during school hours, they are compulsory.

School trips (including overnight stays) can be organized during the school year. The amount to be paid by families is voted on by the Conseil d'établissement. Although not compulsory, these trips are a highlight of the learning process and the life of the class. Financial aid may be granted (request to be sent to the Administrative and Financial Service).

# Extracurricular Activities



## EXTRACURRICULAR ACTIVITIES :

- Promoting student participation in extracurricular activities
- Offering activities designed to increase curiosity and develop critical thinking
- Encouraging the expression of ideas and opinions
- Encouraging mutual help, solidarity and respect for others
- Encourage responsibility and autonomy
- Enable everyone to develop physically, intellectually and artistically
- Enable everyone to get involved in one or more educational pathways



The program of extracurricular activities will be launched at the beginning of September. Registration takes place on the EDUKA platform. Information is sent to all families at the beginning of the year.

**Anne-Sophie Gerin is the coordinator of the extracurricular activities:**

**[anne-sophie.gerin@aefe.fr](mailto:anne-sophie.gerin@aefe.fr)**

# School Life (Vie Scolaire)



## Role of the Vie Scolaire (VS) service:

1. Organize student attendance control procedures to make them more effective
2. Continue to listen and establish a constructive dialog with students and families
3. Work constructively with the teaching team
4. Empowering students and giving them autonomy
5. Working on the dimensions of citizenship: learning and respecting the rules of common life
6. Create and revitalize student representative bodies: general assembly of delegates, CVL, CVC, CESC, Maison des élèves, etc.
7. Create and organize educational facilities
8. Accompany students in their school career
9. Supporting students in their citizenship projects, particularly in conjunction with the “Maison des élèves” association.

# Instances and Citizenship Structures

The entire educational community is responsible for building and implementing the citizenship pathway. This path is based, in particular, on the participation of students in the social and democratic life of the class and the school. At the start of the school year, information about these instances will be given to staff, families and students to facilitate their participation.



## Objectives:



- Promoting the involvement of the entire educational community



- Encouraging the participation of all students, staff and families in the life of the school



- Encouraging the capacity for analysis and critical thinking

- Sharing common values

## The Conseil d'Établissement:

The Conseil d'établissement is involved in all aspects of the school and education.

It meets three times a year under the chairmanship of the Director.

The Conseil d'établissement represents preschool, primary and secondary schools. Its responsibilities cover all aspects of education, in accordance with the directives of the AEFÉ and within the budgetary framework defined by the Administration Board. I

### It takes decisions on:

School project, internal regulations, definition of the school calendar, annual educational guidance plan, staff training plan, etc.

### It issues an opinion on:

Job descriptions, proposals to change the pedagogical structure, health and safety issues, educational pathways, planning and financing school outings and trips, etc.

## The Conseil d'École :

The Conseil d'École is set up in all primary schools under the responsibility of the Director.

### Examples of topics covered:

- Structure of teaching
- Organization of school time, calendar
- Issues relating to hygiene, health and safety of pupils
- Projects and organization of field trips
- Conditions for adapting schooling for pupils with special educational needs
- Choice of teaching materials and tools
- Issues relating to welcoming and informing parents and involving families in the school life.
- Action program to combat all forms of violence, discrimination and bullying, etc.

# Instances and Citizenship Structures

## 1. Class representatives

The tasks of the class representatives, supported by the vie scolaire, are to:

- Participate in school activities
- Promote the life of the class
- Prepare for and participate in the class council (Conseil de Classe)
- Represent the students in the class
- Express the opinion of the class
- Communicate information to their constituents
- Communicate difficulties encountered by the class

## 2. School and Student Life Councils

### School Life Council - Collège (CVC)

- Exchange and dialogue between students and between students and the educational community
- Students express opinions and make proposals which are passed on to the Conseil d'établissement
- Students propose actions to improve the school environment

### Student Life Council - Lycée (CVL)

- Exchange and dialogue between students and between students and the educational community
- Students issue opinions and proposals which are forwarded to the Conseil d'établissement
- Students intervene on issues related to school life
- Students propose the implementation of educational pathways



# Instances and Citizenship Structures

## 3. The Committee on Education for Health, Citizenship and the Environment (CESCE)

CESCE is a body for reflection, observation and proposals that designs, implements and evaluates an educational project in the fields of citizenship, health and environmental education.

### Objectives:

- To lead actions related to health, citizenship and the environment in order to raise awareness and make the whole community responsible for these issues.
- Mobilize adults (school staff, parents, etc.) and students around clear objectives.
- Coordinate their actions with the various local partners and the local authorities.
- Improve the climate of relations between all members of the educational community.

## 4. The Maison des Élèves (MDE)

Socio-educational association organized, run and managed by pupils accompanied by adults from the educational community.

### Objectives:

- Encourage students' creativity and spirit of initiative.
- To encourage student initiatives in the cultural, artistic, sporting and humanitarian fields.
- To contribute to the development of the school's cultural life.
- Organizing events for all students.
- Developing students' sense of responsibility within the school.
- Facilitate the organization of activities that can generate the funds needed to run the association (end-of-year party, class photos, etc.).
- Stimulating creativity, initiative, teamwork and an entrepreneurial spirit among students.



# Exams and Diplomas

## Discovering our diplomas

### DIPLÔME NATIONAL DU BREVET (DNB)

The Diplôme National du Brevet and the Diplôme National du Brevet International (DNBi) assesses the knowledge and skills acquired at the end of Collège (3ème).

It is divided between the assessment of basic skills (continuous assessment) and final exams.

Each subject assessed is the subject of a separate written test, with the exception of the sciences (two subjects), and an oral test for candidates.

The DNB is granted to students in the International Portuguese Section.



### BACCALAURÉAT (BAC) :

The aim of the Baccalaureate and of BFI (BAC Français International) is to enable students to go on to higher education, mainly at university or in preparatory courses.

The final exams consist of the early exams at the end of the **Première** (11th grade) and the final exams of the **Terminale** (12th grade).

The early exams are written and oral tests in French for all candidates in the general group.

The Terminale final exams comprise:

- two written tests on the specialty subjects chosen by the candidate;
- a philosophy test: for everyone, this choice reflects a French tradition and the need to foster critical thinking in the education of the younger generations.
- the final oral exam, the Grand Oral, lasts 20 minutes and is prepared throughout the year.

The bilingual BFI (FR and PT) is granted to students in the International Portuguese Section.

# Exams and Diplomas

## Languages

Students grow up in a multilingual and multicultural environment.

With the reinforced and compulsory teaching of Portuguese and English, combined with the learning of **Mandarin and Spanish from the 5ème grade onwards**, students leave school with a perfect command of at least three languages.

Finally, the school offers all its students the opportunity to obtain language certifications:

- **Cambridge English**
- **DELE** (Diploma in Spanish as a Foreign Language)
- **HSK** for Mandarin
- **DELFL** (Diploma in French as a Foreign Language)

internationally recognized qualifications for studying or working abroad.

## International Portuguese Section

Students can enroll (through a compulsory test) in the **International Portuguese Section**, with the possibility of obtaining the **Diplôme National du Brevet International**.

### Advantages:

- Better command of the Portuguese language in all skills (4 hours of language and literature per week), taught by a certified teacher of Portuguese language and literature.
- Reinforcement of Lusophone culture.
- Reinforcement of the historical and geographical references of the Lusophone world (1.5 hours of history and geography in Portuguese).
- A curriculum that is valued and appreciated by other French and Portuguese schools.
- Exchanges with Portuguese schools (Lycée français Charles Lepierre) or French schools (Lycée collège Montaigne in Paris), with a Portuguese international section at the end of Seconde or the beginning of Première.

### Access:

- Language tests for students wishing to join the international section, regardless of their nationality. Students whose native language is not Portuguese can join the international section if they have the required level.
- An assessment by the French teacher of the student's knowledge of French, which is essential for their success in this course (international section).
- Students of all levels can enroll in the international section, in accordance with the protocol.



# Initiatives

The school and its teachers carry out numerous initiatives that are always supported by the school community.

- Just Talk
- Mental Health Week
- Screen-free Week
- May of Languages
- Eco-meetings
- Saturdays at BCD
- Lecture series
- Theater Project
- Music Project
- Rugby and soccer tournaments
- Science Day
- Cross
- Career fair
- Cinema night
- etc.





# The Events Club

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## *Le Club* *Des Évènements*

Without being an instance, the Events Club is made up of volunteer and motivated LFIGE parents.

### Annual events:



- Family picnic
- "Maisons du Monde"
- Garage sale
- Dance party

### What does the Club do?

Organizing festive events throughout the school year. There are several objectives:

- To provide an opportunity for everyone involved in the life of the school to get together and relax.
- To encourage contact between parents, new arrivals, teaching staff and management. Profits are redistributed to cultural, sporting or material projects.

**Don't hesitate to join them!**

For more information, contact: [isabel.madeira@aefe.fr](mailto:isabel.madeira@aefe.fr)

# Circulation and Access Control to the school

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The school has two entrances: one for the Pre-School and Primary School and one for the Secondary School.

Families can choose one or the other to drop off their children, but under no circumstances can they cross the school grounds to drop off or pick up their children from class.

Given the layout of the facilities, parents should be aware of traffic and parking in front of the school. Parents or drivers drop off children and only stop long enough to drop them off. If they are forced to do so, they may only park in the spaces provided.

Access to the premises is strictly controlled. **At the start of the new school year, we will have an electronic access control system. A notice will be sent to families so that they can choose between using biometric data or a magnetic card for their children.**

To reinforce security, everyone (parents or guardians) who drops off or picks up a child or children at the school must be identified by the security post in order to receive a magnetic card (except Maternelle parents).

On presentation of an ID card, people who are not part of the staff are given a “visitor” magnetic card and led to the administration building by the guards. They are then escorted out by their contact person.

**PLEASE NOTE:** Responsible persons picking up elementary children must wait in the waiting area directly to the right of the main entrance on the primary side. A waiting area has been set aside for this purpose. Children will be directed by our teams to join them.



# Platforms and Acronyms



## Platforms



- Timetables
- Evaluations
- Teacher-parent communication



- Registration / Re-registration
- Canteen registration
- Registration for extracurricular activities
- Invoicing
- Communications between school and parents



- Online Libraries (BCD - CDI)



- Online resources and exercises - Elementary school

## Acronyms

- APA - Students' Parents' Association
- BCD - Library and Documentation Center
- BAC - Baccalaureate
- CDI - Documentation and Information Center
- CECRL - Common European Framework of Reference for Languages
- CESCE - Committee on Education for Health, Citizenship and the Environment
- CVC - School Life Council - Collège
- CVL - Student Life Council - Lycée
- CPE - Chief Education Advisor
- DNB - Diplôme National du Brevet
- EPS - Physical Education and Sport
- FLE - French as a Foreign Language
- HG - History and Geography
- LFIGE - Lycée Français International Gustave Eiffel
- MDE - Maison des Élèves
- PAI - Individual Assistance Plan
- PPMS - Plan Particulier de Mise en Sureté (Specific Safety Plan)
- SVT - Earth and Life Sciences
- SIP - Portuguese International Section

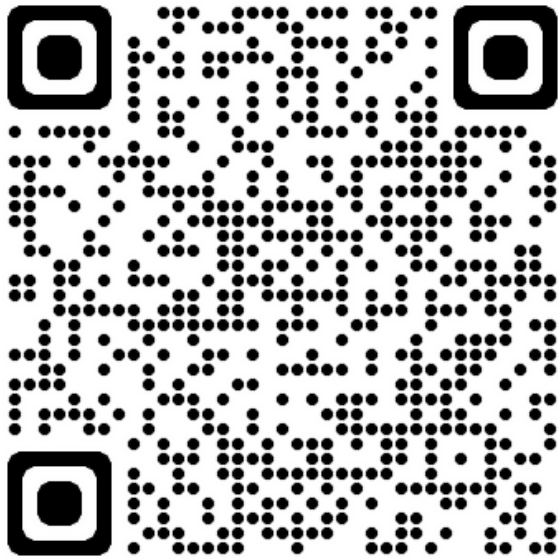
# EDUKA APP

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**Eduka**

SCAN AND CONNECT TO EDUKA



School Code: 58187

ETABLISSEMENT  
CONVENTIONNÉ



**aefe**

Agence pour  
l'enseignement français  
à l'étranger



**AMBASSADE  
DE FRANCE  
AU MOZAMBIQUE  
ET EN ESWATINI**

*Liberté  
Égalité  
Fraternité*

