| **Through its headmaster, teachers and ATA personnel, the institute is in charge of:** | **Students agree on:** | **Families agree on:** |
| --- | --- | --- |
| -Explaining families, at the beginning of each school year, educational and learning activities, the school teaching offer (a list of all subjects and activities available for students) and the school regulation. -Making students and parents aware of the assessment criteria used by the teachers. -Sharing, learning, promoting and enforcing the present mutual responsibility and school citizenship agreement.   | -Sharing, learning and following the school rules. -Understanding the assessment criteria used by the school. -Sharing, learning and following the present mutual responsibility and school citizenship agreement.   | -Understanding the learning offer of the school and school regulations. -Understanding the assessment criteria used by the school. -Sharing, learning, promoting and respecting the present mutual responsibility and school citizenship agreement, assuring to make their children aware of its importance.   |
| -Providing a serene and safe learning environment. -Facilitating the integration of all students into school life. - Facilitating all the students’ growth and learning in one’s own time. -Supporting the students in their work and develop cooperative learning strategies among classmates.  | -Learning at school and home with maximum effort following teachers’ advice. -Taking part in the school life and classroom activities showing interest and engagement. - Informing teachers about their expectations and difficulties.   | -Talking with their children about school activities and their relationship with teachers and classmates. -Facilitating their children’s personal autonomy, helping them in becoming independent in self care, in their relation to teachers and classmates and in the use of school materials. -Informing the school about any difficulties that may affect their children’s attendance and/or learning. -Managing administrative duties and payments related to pre-school service, canteen and transport |
| -Promoting constructive dialogue with parents, constantly communicating with the students’ families about: 1 regular school attendance 2 school progress 3 behaviour and discipline4 learning material in use  | -Attending school and classes regularly. - Arriving on time to classes. -Taking part in the school activities with due care and interest. -Taking to school and using with care the material necessary for each lesson. .  | -Facilitating constructive dialogue with the school, constantly: 1. assuring regular school attendance and punctuality of their children (for the final assessment the attendance of at least ¾ of the year timetable is requested).
2. limiting students’ posticipated school entrance and anticipated leaving.
3. periodically asking information about their children’s learning progress and behaviour.
4. providing their children of the necessary school material, assuring an appropriate use of it.

-Taking part in the planned parent-teacher meetings: general and individual meetings, delivery of school reports, parents meeting. |
| -Checking notices and absence or late entrance excuse letters and make sure that families regularly receive all the communications from the school. -Informing families about any late entrance or absence occurred without excuse letter.-Asking disrespectful students who broke the rules, to make up for their offences or damages. Informing families in case of recurring bad behaviour | -Writing correctly and completely homework and notices in the copybook or diary. -Always taking with them their diary and “personal book” making sure their parents sign every given notice.-Respecting each other students’ and their own spaces, school furniture and materials. Respecting themselves and the other students with a correct personal hygiene and reasonable clothing appropriate to the school environment | -Always writing and signing absence/late entrance excuse letters on time. -Checking every day the notices displayed by the school on the electronic register and in the school website or their children’s diary/copybooks. Signing notices.-Teaching students to respect people, the school equipment and their own and other people’s belongings. Make up for any damages to objects and furniture caused by their children |
| -Sharing with students and families times and ways of usage of mobile phones in the classroom, as well as of any other personal technological devices not related to school activities.  | -Not using their mobile phones nor any other personal technological devices not related to school activities.  | -Checking their children understand the prohibition of using mobile phones or any other personal technological devices not related to school activities. -Making sure their children will not take to school objects or devices not related to the classroom activities. |

| *The period of closure of school services, determined by the Covid1-19 emergency, represented a time of effort for parents, but above all for the pupils.**This unprecedented situation requires constant attention by everybody in order to enable a fully sustainable school system.**The communication on decisions among all parties involved in determining the organizational and managerial aspects of the services, is an extremely important value in order ensure the effectiveness of all interventions.* |
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|  | **Through its headmaster, teachers****and ATA personnel, the institute is in charge of:**  | **Students agree on:** | **Families agree on:** |
|  | - Organizing communication and training actions for the entire school community on health and hygiene procedures concerning the prevention of the spread of COVID-19. | -Learning and respecting the health and hygiene procedures. | -Getting informed and respecting the current measures to contain the contagion.-Providing the school with active telephone numbers and a medical certificate after three days of absence due to illness. |
|  | -Providing families with timely information regarding every organizational and sanitary device adopted to contain the spread of COVID-19.-Communicating any changes and additions to the anti-COVID-19 procedures. | - Communicating and informing their family members and teachers about any symptoms of sickness. | -Welcoming the information coming from the service managers on the organizational and sanitary provisions for the safety and containment of the risk of spreading the COVID-19.-Informing the school and the pediatrician about any symptoms of the child attributable to COVID-19 |
|  | -Implementing the procedures for the school entry and exit of pupils in addition to all organizational interventions, within the limits of it’s skills and resources, in compliance with the current legislation | - Learning and complying with all the guidelines for a correct behaviour to prevent and combat the spread of the virus. | -Ensuring maximum punctuality in the moments of entry and exit to/from the school.- Fostering personal autonomy and the sense of responsibility of their child. |
|  | - Ensuring maximum transparency in the administrative documents, clarity and timeliness in the communications, including the use of IT tools, in compliance with the privacy | -Learning and complying with all the guidelines for a correct behaviour to prevent and combat the spread of the virus.- Adopting a correct behaviour in respect of oneself and the community. | -Checking the school's communication channels every day: school website, teachers’ electronic register and assemblies. |
|  | - Offering students reflection activities on the importance of feeling good in class, together and in safety as well as taking care of their own well-being and that of others. | -Making their children understand that adopting correct behaviour means respecting oneself and others. |
|  | - Undertaking digital skills training and courses for school staff in order to being up to date on distance learning (useful for any emergency period) | - In the event of a health emergency, participating responsibly in the distance learning  | - In the event of a health emergency, collaborating and supporting their children in the management of distance learning  |

**MUTUAL RESPONSIBILITY AND SCHOOL CITIZENSHIP AGREEMENT 2020/2021**

TO BE RETURNED TO THE HEAD TEACHER

Having read and agreed on the Educational Co-responsibility Agreement, it is signed

NAME AND SURNAME OF THE CHILD

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School\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Class \_\_\_\_\_\_\_

Signature of the Headmaster

 Prof.ssa Claudia Marchi

Parents' signatures ……………… ……………… .. ………………………………….