



BACK TO SCHOOL MEETING — PRIMARY, CYCLE 2: CP - CE1 - CE2
School Year 2026-2027



➤ **Welcome to EPBI!** Our school is bilingual (English / French) and welcomes pupils from Toute Petite Section right through to Terminale, offering a national curriculum (leading to the Brevet and the French Baccalauréate) or an international curriculum (PPI International Primary Programme, IB MYP Middle Years Programme, and IB DP Diploma Programme).

The school is a centre for sitting and preparing for the SAT exam. We therefore offer, during the October half-term (1st week), the winter half-term (2nd week), and the spring half-term (2nd week), preparation courses for this exam (English and Mathematics).

Our school has also signed a partnership with Academica Dual Diploma, which allows our pupils from 3^e onwards to prepare for the High School Diploma, in other words the American Baccalaureate.

This American secondary-school diploma helps strengthen university application files (Parcoursup, UCAS, etc.) and is also the ideal preparation for the SAT (the entry qualification for American universities).

➤ **Head of School, Pedagogical Director:**
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➤ **Educational Managers:**
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➤ **Accounts Manager :**
Jean-Marc Lebaillif: comptabilite@epbi.net

➤ **Our communication tools :**

- ✚ Cleebi: www.cleebi.online
- ✚ Noteebi: noteebi.net
- ✚ Classroom: Google application
- ✚ The school office, accueil@epbi.net, 04 67 70 78 44 Fax: 04.67.70.78.46

On Thursday 10th September 2026 at 4:00 pm, we have organised a special meeting on 'Classroom, Cleebi, Noteebi' to help you get to grips with the various information and communication tools offered by EPBI.

This meeting is open to all parents. We will install on your phones, tablets and/or laptops all the applications needed to follow your child's schooling.

- **Electronic Communication Diary** : : www.cleebi.online

General information is published on the site : www.cleebi.online ([termly meetings](#), school outings, miscellaneous information, etc.)

Please subscribe by registering your email address on the site.

Remember to check it regularly.

- **Keeping track of grades, homework, the content of the school day, and notes :** www.noteebi.net

Each parent has a **Noteebi** 'parent' account with a personal username and password.
The following can be viewed there:

- School results (grades and skills tracking)
 - The content of the school day.
 - Homework
 - **Absences and lateness**
 - **Notes** (forgotten equipment, minor misbehaviour, disciplinary issues, etc.) We ask you to **tick** the 'I have read this' box for notes, once you have read them.
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- **Classroom :**

Each teacher has created a digital classroom for their pupils.
Your child is invited using their personal email address (.....@epbi.net) as a pupil.
If your child was already enrolled at EPBI last year, they keep the same email address.

In the Classroom, you will find all the documents handed out by the teacher and various resources related to the class.
This means that, in the event of absence, you will be able to see the resources used in class.
This tool incorporates new working methods and is essential to the smooth running of teaching; it is therefore important that both you and your child are able to access it.

- **The School Secretary's Office:**
Personal correspondence (absences, etc.) should be sent by email to the school office accueil@epbi.net
Parents who have not yet provided their email address, or who have changed it, are asked to inform the school office as soon as possible.

➤ **School Rules:** Please read this document on your Parent account on **Noteebi** (Information tab) and confirm receipt after reading it.

➤ **School Hours:** Monday, Tuesday, Thursday and Friday from 7:45 am to 6:00 pm.



Reminder: Official arrival and departure times:

- From 7:45 am to 8:45 am
- From 4:30 pm to 4:45 pm
- From 5:30 pm to 6:00 pm

➤ **Class Hours:**

Monday, Tuesday, Thursday and Friday, 8:45 am to 12:30 pm and 1:30 pm to 4:30 pm, for pupils in CP, CE1 and CE2. Break times at 10:15 am and 3:15 pm.

➤ **Options:**

Registration for the options offered by EPBI is open until Wednesday 9th September 2026.

The options will run from Monday 14th September 2026 to Friday 11th June 2027.

From Tuesday 1st to Friday 11th September 2026, while waiting for the options to begin, After school childcare will be provided from 4:45 pm to 6:00 pm.

- **Study Time:** Monday, Tuesday and Thursday (and Kids' Club on Fridays) from 4:45 pm to 5:30 pm
- **English Booster Classes:** Tuesday and Thursday evenings, 4:45 pm to 5:45 pm
- **Art Club:** Thursday evening, 4:45 pm to 5:45 pm
- **Golf:** every evening from 4:45 pm
- **Tennis:** Thursday and Friday evenings from 4:45 pm
- **Cambridge:**
 -  **STARTERS:** Tuesday from 4:45 pm to 5:45 pm
 -  **MOVERS:** Monday from 4:45 pm to 5:45 pm
 -  **FLYERS:** Thursday from 4:45 pm to 5:45 pm

➤ **Study Time:** 4:45 pm – 5:30 pm.

Your child will join the supervised French study time if they had lessons in French that day, and the English one if they had lessons in English.

The study time for CP pupils is run by two staff members (a teacher and a supervisor).

On Fridays, we organise after school Kids' Club from 4:45 pm to 6:00 pm.

All children still at school at 4:45 pm will go to study time or Kids' Club (on a Friday).

Study time cannot be interrupted before **5:30 pm**.

➤ **Arrival time at school**

Morning Kids' Club:

- **From 7:45 am to 8:15 am:** children will be welcomed in the Bamboo classroom. We ask you to accompany your children to the room but do not hang around too long. You will go through the Kindergarten playground, then take the path to the right towards 'Chez les Petits' to reach the Bamboo classroom.
- **From 8:15 am to 8:45 am:** drop-off takes place at the gate with the intercom. Please drop off your child without lingering.
NB: In the morning, from 8:15 am, only parents of Kindergarten pupils are allowed to enter the school.

In the event of rain, from 8:15 am, children will be welcomed at the gate with the intercom and taken to supervised classrooms.

➤ **Collecting Children after school:**

- ❖ From 4:30 pm to 4:45 pm: at the large green gate, to the left of the reception/secretary's office
- ❖ After 5:30 pm – Study Time or Kids' Club: Ring the intercom and come and collect your child in the inner courtyard, or in the canteen room in case of bad weather.

Please note: there is no study time on Fridays, only Kids' Club. After 4:45 pm, ring the intercom and come and collect your child in the inner courtyard.



Collection Authorisation: Please give the school office the names of anyone authorised to collect your child throughout the year (childminder, tennis or golf coach, older siblings at secondary school, etc.).

For one-off collection authorisations: please send an email to the school office on the day in question.

➤ **School Canteen:**

Cycle 2 children have lunch at 12:30 pm.

You have chosen the meal provided by the school (standard, pork-free or vegetarian) or a packed lunch.

Packed Lunches: All lunch bags, plastic containers, water bottles and flasks, etc., must be labelled with the child's name, surname and class.

Lunch bags will be placed by the children in the designated lockers under the covered area of the inner courtyard, and collected in the evening.

Please note: we do not reheat 'home-made' meals. Please provide an insulated lunch box or a cold meal.

The only drink allowed during meals is water.

➤ **School Snacks:** we strongly encourage children to have a light snack in the morning.

For several years now, we have run a 'fruit at break time' scheme for the morning (fresh fruit, vegetable sticks, dried fruit). Thank you for helping us with this initiative!

A balanced afternoon snack is possible and remains at the families' discretion. It might, for example, be based around a piece of fruit, a cereal product, a piece of cheese, etc.

However, please avoid chocolate and dairy products during hot weather.

Crisps and sweets are not allowed.

Birthday Treats: we are happy to set aside some time to celebrate children's birthdays.

Please let the teachers know a week before the planned event.

Please provide:

- Simple cakes, easy to share and eat, that **do not require** refrigeration!
- Drinks and cups
- Napkins and candles
- A knife and a lighter (if candles are provided)

NB: the school does not take responsibility for distributing gifts or sweet bags on the premises, nor for handing out invitations for birthdays held privately.

➤ **Health:**

- In the event of an accident, a doctor from the Baillargues medical group will attend. If necessary, the child will be taken to Lapeyronie hospital or to a private clinic if indicated on the medical discharge form.

In all cases, parents will be informed as soon as the accident occurs.

- We are not authorised to give medication to sick children.
If a child needs to take medication, please ask your doctor for a morning and evening dose.
Children who are ill and/or feverish cannot be accepted at school.

No medication should be found in school bags.

IMPORTANT

The following illnesses require exclusion, and must be reported to the school office:

Diphtheria, Meningitis, Polio, Hepatitis A, Tuberculosis, Whooping Cough, Rubella, Mumps, Streptococcus (all types), Gastroenteritis.

Head lice do not lead to exclusion unless the problem is persistent and the child is not treated.

We therefore ask you to treat your child as soon as you notice an infestation!

Please inform the school office if your child has head lice. Parents in the class will be notified via Cleebi.

➤ **Absences, Lateness and School Attendance:**

When a child over the age of 3 is enrolled at a school, whether state or private, there is a legal requirement of regular attendance.

As such, we are required to monitor each pupil's absences and lateness on a daily basis.

You must inform us of any absence by your child, whatever the reason; we will get back in touch with you after the morning register if we have not been informed of an absence.

You must inform us of an absence and justify this absence by:

- By email: accueil@epbi.net
- By phone: 04 67 70 78 44

In the event of repeated absences, whether justified or not, we will get back in touch with you to open a dialogue and address the lack of attendance.

Justified absences are:

- Illness of the child (or of a close relative, if potentially contagious)
- A family occasion (wedding, funeral, etc.)
- Inability to attend caused by a transport accident
- Child accompanying their legal guardians (travel outside school holiday periods)

Lateness and early departures from school (before 4:30 pm, or before a school holiday period) should remain exceptional.

If, exceptionally, you are late one morning and access to the school is closed (8:45 am), you will need to go to the school office with your child to collect a late slip. We will accompany your child to class, where they will give the late slip to their teacher so that the register can be updated.

In order not to disrupt the class, we will not be able to accept late arrivals, even exceptionally, after 9:15 am.

The late child will join EPBI at break time.

Likewise, a pupil who exceptionally needs to leave school before 4:30 pm will only be permitted to do so during a break time or the lunch break.

➤ **This Year's Cycle Project:**

Cycle 2 pupils will explore "Fairy Tales and Legends" during the 2026/2027 school year.

We will organise various activities, led by teachers or outside visitors, as part of school activities (visual arts, storytellers, etc.).

Occasional outings or a workshop linked to this year's theme (Fairy Tales and Legends) are being considered. You will be informed via Cleebi.

➤ **School Field Trips:**

Day trips take place during school hours and are therefore compulsory.

They help to introduce, complement or conclude a topic of study, and play a key role in pupils' learning and personal development.

They also offer an opportunity to strengthen bonds between pupils, as well as to build a closer, trusting relationship between pupils and teachers.

➤ **Cultural and Language Trips:**

Cultural and Language trip to England from 24th to 30th April 2027: For all Cycle 2 classes (and Cycle 3). We will hold an information meeting for parents during the first term.

➤ **Continuous Assessments:** these take place at a rate of 3 assessments per term. The calendar will be published on www.cleebi.online

In the event of absence, whether due to illness or other reasons, pupils will not be able to catch up on an assessment test, either at school or at home (your child may do the assessment but will not be graded).

NB: CP pupils will sit the national assessments in September (from Monday 7th to Friday 18th September 2026).

A report on your child's results will be sent to you during the first half-term.

CE1 and CE2 pupils will sit diagnostic assessments in Reading – Fluency.

➤ **Safety and the PPMS (Emergency Safety Plan):**

An emergency safety plan is compulsory in all schools in France; it may be scaled down or reinforced depending on the level of threat.

Official instructions from the Ministries of National Education and the Home Office are updated according to developments in the level of threat, and require each school to adapt its PPMS accordingly.

Implementing these measures requires the cooperation of the whole school community.

Everyone's Daily Vigilance

As parents, you should not linger on the school premises.

Hand your child over to the responsible adult and then leave **promptly to avoid crowding.**

Likewise, please do not linger after collecting your child at the end of the school day.

Gatherings of parents are prohibited on the premises and in the immediate vicinity of the school.

Outside official arrival time and home time, you must ring the intercom, identify yourself and always go to the school secretary's office.

Only the office staff may authorise you to come into the school.

Regular Practice Drills

The PPMS covers risks linked to major naturally occurring incidents (storms, flooding, weather warnings, etc.), or specific emergency situations (fire, intrusion by unauthorised persons, terrorist attacks, etc.)

During the school year, the school holds practice drills, including one on the 'intruder/attack' alert.

The drills allow children to practise the positions (lockdown, evacuation) corresponding to the different risks, and are adapted to their age.

Weather Warnings: An explanatory notice on what to do in the event of an orange or red weather warning was sent to you with the back-to-school letter.

NB: In the event of a red warning, only **parents** are allowed to collect their own child. Authorisations valid for the rest of the year become invalid. If you wish your child to be collected that day by someone other than their legal guardians, you must send an email to the school office on the same day, naming the person you are delegating to collect your child from school.

➤ **IMPORTANT DATES:**

Cambridge: Certificate Ceremony: Thursday 17th September 2026 at 4:45 pm in the park.

Class and Individual Photos

➤ Tuesday 22nd September 2026 (class photos, individual photos, and photos of Kindergarten and Primary siblings)

➤ Thursday 24th September 2026 (photos of Kindergarten/Primary siblings **and** Secondary siblings)

Holidays:

- From the evening of Friday 16th October 2026 to the morning of Monday 2nd November 2026
- From the evening of Friday 18th December 2026 to the morning of Monday 4th January 2027
- From the evening of Friday 5th February 2027 to the morning of Monday 22nd February 2027
- From the evening of Friday 2nd April 2027 to the morning of Monday 19th April 2027
- From the evening of Tuesday 29th June 2027.

Bank Holidays:

- ❖ Monday 29th March 2027
- ❖ Thursday 6th and Friday 7th May 2027
- ❖ Monday 17th May 2027

Parent-Teacher Meetings Every Term:

- **1st term:** Wednesday 9th December 2026
- **2nd term:** Wednesday 24th March 2027
- **3rd term:** Wednesday 16th June 2027

School Fête: Tuesday 22nd June 2027 at 4:45 pm
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Wishing everyone a wonderful school year!
Dorothee LEBAILLIF