



FRØYA KOMMUNE

Kraft og mangfold

(Frøya Municipality – Strength and Diversity)

BY-LAWS FOR FOR FRØYA MUNICIPAL CULTURAL SCHOOL



FRØYA KOMMUNE
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RIKTIG OVERSETTELSE BEKREFTES
CERTIFIED TRUE TRANSLATION

Ålesund, Norway... 25.10.16

J. N. Willoughby

Sign.

Adopted by Frøya Municipal Council on 26.05.2016 pursuant to the Norwegian Act relating to Primary and Secondary Education



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1. TARGET GROUP

The main purpose of the Cultural School is to provide education for children and adolescents of school age, up to completion of upper secondary school.

The Cultural School also functions as a local resource centre for various activities, clubs and associations.

2. SCHOOL TIMETABLE

Education in the Cultural School mainly follows the school year. However, it is somewhat compressed at the start of the year because of timetable planning and adaptation to the schools and at the end of the year due to examinations and other school activities.

The Cultural School has the same days off as primary and lower secondary schools, for holidays and public holidays.

3. ADMISSION AND RE-REGISTRATION

All those who wish to apply for a place must use the electronic application form on the Cultural School's website www.froyakulturskole.no. The time limit for applications for the main intake at the start of a new school year is **1 June**, but admission may be applied for throughout the year. If there are vacancies, pupils are admitted during the year on a rolling basis.

Both pupils who already have an offer, and those who are on the waiting list, must re-register every spring if they wish to retain their pupil place/place on the waiting list. (The application is valid for one school year at a time.) The re-registration is carried out electronically on the Cultural School's website.

4. DIGITAL INFORMATION

The Cultural School uses email/SMS for informing parents and guardians. Parents/guardians are responsible for ensuring that the Cultural School has the correct mobile numbers and email addresses for both pupils and parents/guardians. Parents/guardians are also obliged to check the email address that has been provided to the Cultural School on a regular basis. If any parent or guardian does not have the facility to do this, they must make a special arrangement with the administrator in the Cultural School.

5. TEACHING PERIODS

A teaching period in the Cultural School lasts for 30 minutes. Group periods may be longer.

Individual teaching in the Cultural School takes place mainly during school hours, by arrangement with parents/guardians and the schools. The group activities mainly take place after school hours.





The pupils receive teaching every week unless otherwise arranged. Pupils are called in for teaching at the start of the school year. Any deviations from the timetable will be notified as they arise.

6. ATTENDANCE

The pupil is obliged to attend at the right time for all teaching periods, practices and agreed concerts. The teaching may consist of individual teaching, groups, projects, ensembles and concerts.

7. NOTIFICATION OF ABSENCE

The pupils must be notified if a teaching period has to be cancelled. If the teacher is on sick leave, or is prevented from teaching for a longer period, a temporary replacement will be provided if possible.

Parents/guardians are obliged to report a pupil's absence giving as much notice as possible. The message must be sent to the teacher by SMS, or alternatively by telephone. If notification is sent several days in advance, email may be used. Absence that is not notified will be deemed invalid. The pupil cannot expect to have periods lost because of his/her own absence replaced.

7.1 EXCLUSION FROM TEACHING

If a pupil is frequently absent for invalid reasons, the pupil may lose his/her right to the pupil place.

8. WITHDRAWAL

The withdrawal shall be submitted electronically via the Cultural School's website.

8.1 TIME LIMITS FOR NOTIFYING WITHDRAWAL

The Cultural School has two time limits for notifying withdrawal:

- ❖ **1 June for the autumn term**
- ❖ **1 DECEMBER for the spring term**

If withdrawal is notified within the given time limits, no fee will be calculated for the next term.



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8.2 PAYMENT IN THE EVENT OF LATE NOTIFICATION OF WITHDRAWAL

If the time limit for notification of withdrawal is not complied with, a cultural school fee for the next term is calculated according to the following rules:

Notification of withdrawal after 1 June: Half of the fee for the autumn term

Notification of withdrawal after 1 September: Full fee for the autumn term

Notification of withdrawal after 1 December: Half of the fee for the spring term

Notification of withdrawal after 1 February: Full fee for the spring term

9. THE CULTURAL SCHOOL FEE

The cultural school fee is adopted by the Municipal Council towards the end of each year. The new rates are published on the Cultural School's website. Parents/guardians are obliged to acquaint themselves with the rates.

An invoice for the cultural school fee is sent out towards the end of each completed term i.e. the invoice for the autumn term is sent out in November/December.

The invoice for the spring term is sent out in May/June.

The prices for the education shall be on the Municipality's website at all times. Pupils and parents/guardians shall be informed immediately every time the prices change.

A sibling discount is given, provided that all siblings are registered against the same payer.

A multi-subject discount is also given.

9.1 MINIMUM NUMBER OF PERIODS

The pupils have a right to a minimum of 30 teaching periods per whole school year, including dress rehearsals and concerts. Pupils who have received teaching corresponding to the minimum number of periods do not have a right to repayment of cultural school fees.

10. PICTURES/VIDEO-RECORDINGS

As long as parents/guardians have not reserved their right to refuse, the Cultural School may take pictures and make video and sound recordings during teaching and concerts/performances under the auspices of the Cultural School.

The material may be published on the Cultural School's Facebook page

<https://www.facebook.com/pages/Fr%C3%B8ya-Kulturskole/368454989848128?ref=bookmarks> and

be used otherwise for marketing the Cultural School/Frøya Municipality.

