

# Welcome to San Andrea School

Situated on acres of beautiful countryside just outside the village of Mgarr, our stunning grounds enhance the educational provision we offer.



San Andrea  
School

San Andrea School provides children with a challenging education in a joyful and creative environment. We seek to develop caring, confident, life-long learners through a diverse academic atmosphere. We teach children how to **respect** those around them, how to **reason** things out intelligently and how to be **responsible** for their actions and their studies.

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## School Vision

To provide our students with a holistic education within a multicultural community and with lifelong learning skills, to face the challenges as responsible citizens, through learning environments that enable them to realise their full potential.

## Mission Statement

At San Andrea School, we believe that our children are the future of our country. We therefore aspire to become the model school which promotes moral, physical, creative, emotional and academic excellence through a broad, balanced and relevant education – in a Catholic environment

by teaching our children to learn, to understand, to think and to adapt to our ever changing environment,

by developing their abilities to their full potential, helping them to realize their dreams within the wider community,

by providing them with the right tools to develop into mature adults, through our qualified human resources, our excellent environment and the democratic participation of the school's parents and stakeholders.



## Registration Procedure

Applications for registration are based on first-come, first served basis (except for siblings' preference in the year of birth) and are subject to availability of a place within the relevant entry level. Applicants who have successfully completed the registration process are enrolled within the school, subject to availability of a place in their respective level. Applicants will be placed on a waiting list, once all classes have reached their full capacity. When a place becomes available, parents will then be contacted by the registrations department.

Any particular concerns should be disclosed and discussed with the head of school and the designated personnel **prior** to registration.

## Documents Required

- An original copy of the applicant's birth certificate (translated in English if original is not in English)
- I.D/Passports of both parents
- Vaccination records (translated in English)
- Latest school reports and any psychological reports
- Head's reference letter from the previous school (for students admitted into middle & senior school)
- Residence permit and/or copy of contract of lease/purchase of property in Malta

# Registration & Tuition Fees for Maltese nationals & foreign national settled in Malta

## Payments upon Registration towards

### The Parents' Foundation for Education (PFE)

- Registration Fee €50 per child (non-refundable)
- Contribution Fee €1500 per family

These need to be made in 2 separate payments to the PFE.

## Payments upon Registration towards

### San Andrea School.

- Processing fees - €125 per child (non-refundable)

These last two payments should be made to San Andrea School.

## Payments upon Admission towards San Andrea School

- Acceptance fee of €300 (first child), €250 (second child) and €200 (third child) - (non-refundable)

Upon admission, third-country-nationals (i.e. non-EU/EEA/Swiss citizens) are expected to pay the full scholastic tuition fee pertaining to the grade that the child will be in, in advance (non-refundable). This up-front fee is only payable in full upon admission. The fees will then become payable in line with the requests for payment issued by the Finance Department, going forward.

**Registrations and acceptances will not be processed unless all forms and documents requested are endorsed by both parents.**

## Payment Terms

Fees are payable every term in advance and they are due by the first day of each term.

A statement will be sent after four weeks from the beginning of term to remind parents who have not yet settled their account. Regular statements will be sent thereafter.

Non-payment of fees/contributions will lead to suspension of all communication and services until such time as all fees/contributions due to the School are settled.

All services including tuition may be terminated and the child's place will be available for replacement if fees remain unpaid.

The School reserves the right to follow those procedures provided by law to secure payment of fees that are overdue.

If a child is withdrawn during the scholastic year, the entirety of the outstanding fees (until the end of the scholastic year) becomes due.



# Registration for foreign nationals temporarily residing in Malta

## Upon Registration

Registrations Fee (PFE) €50.00 per child

Processing Fees €200 + Contribution fee €400 per family per year (both non-refundable) payable to San Andrea School.

## Upon Admission

Acceptance fee of €300 (first child), €250 (second child) and €200 (third child) - (non-refundable)

Third-country-nationals (i.e. non-EU/EEA/Swiss citizens) are expected to pay in advance the full scholastic tuition fee (non-refundable) pertaining to the grade that the child will be in. This up-front fee is only payable in full upon admission. The fees will then become payable in line with the requests for payment issued by the Finance Department, going forward.

- San Andrea School hereby establishes the following rules in respect of the payment of additional school fees by certain expatriates whose children are to attend school for a limited duration.

- These rules apply to parents (at least one of whom is a non-Maltese citizen) **temporarily** residing in Malta for a limited duration who choose to register their child at the school for a limited number of years.

- The waiver contribution amounting to €400 per scholastic year has to be paid for 6 consecutive years over and above the normal school fees. Where the expatriate registers more than one child at school, the additional school fee shall only be payable in respect of one of the children attending school.

- The expatriates shall notify the school in writing of the expected number of years during which they will be sending their child to school and in respect of which the additional school fees shall be payable. If at any time, the expatriates desire to switch to the refundable contribution system of the foundation in accordance with the foundation's contribution rules, the full amount of such contribution shall be payable to the foundation by the expatriates.

- Any additional school fees paid up to that date in terms of these rules shall not be available for set-off against the contribution in such instances. If a child is withdrawn during the scholastic year, the entirety of the outstanding fees (until the end of the scholastic year) becomes due.

Waiver of contribution payments will remain in force where applicable as follows: €400/year - 1 child for 6 consecutive years  
€400/year - 2 or more children for 8 consecutive years

**Registrations & Acceptance will not be processed, unless all forms and documents requested are endorsed by both parents**

## Promoting Positive Behaviour

San Andrea School is committed to creating an environment where every member of the school community feels valued and respected. Together we promote positive behaviour in our students, bringing out the best in both our staff and our students.

Effective learning and teaching are dependent on positive relationships, established at school through interactions between staff, children and parents. A spirit of cooperation is fostered to develop high standards of behaviour. We aim to empower students to assume responsibility for their own actions and to make the right choices in preparation for life in a future society.



## Schooling Structure and Pedagogy

### Early School

<i>Cohort</i>	<i>Age</i>	
Pre-Nursery (Childcare)	2 to 3 year olds	<b>Pre-school years</b>
Nursery (Kindergarten 1)	3 to 4 year olds	
Grade 1 (Kindergarten 2)	4 to 5 year olds	
Grade 2 (Year 1)	5 to 6 year olds	<b>Early years</b>
Grade 3 (Year 2)	6 to 7 year olds	

## Pre-School Years (2 to 4 year olds / Pre-Nursery, Nursery & Grade 1)



Our aim is to stimulate curiosity, exploration, experimentation and the creative use of resources provided through activities including but not limited to painting, collage, cookery, dressing-up, role-play, story-telling, rhymes, songs and other media.

Learning opportunities are presented to the children which centres around the children's interests through a project-based approach. At San Andrea School, we also promote a play-based approach since play is the key pedagogical means for effective learning and for continuous development in self-confidence while nurturing a positive attitude to life in a safe and caring environment.

The Learning Outcome Framework\* is used as a basis for all teaching and learning, and officially starts in the nursery classes, covering mostly Levels 1, 2 & 3 of the LOF in the pre-school years.

Needless to say, exposure to both English and Maltese is crucial in the pre-school years, as it is throughout the school being that San Andrea School promotes both languages equally.





## Early Years (5 to 7 year olds /Grade 2 & 3)

This is the start of compulsory schooling in Malta. All curriculum from Grade 2 onwards follows the National Curriculum Framework\*:

- through an emergent/thematic approach, the teacher delivers content in an integrated manner, thus helping the children understand that learning is all connected, whilst both relevant and meaningful to their lives ;
- by giving opportunities to the children to enhance their knowledge, skills and competence through a project based approach which includes hands-on activities;
- such hands-on experimentation encourages collaborative communication through discussions and group work;
- through mutual respect that promotes social, moral and spiritual values to help the children become model 21st century citizens.



Through a cross-curricular approach teachers work hand in hand to guide children towards specific learning objectives through various paths to make sure all the different interests of the child are met. Eventhough the core subjects are taught by the class teachers and specific subjects are taught by subject teachers, this does not limit opportunities for cross-curricular learning.

At this age, children will meet subject teachers of: Music Appreciation, P.E (Physical Education, PSCD Personal, Social, Citizenship/Careers Development, Drama, Library Skills and Ethics.

The core subjects include: English, Maltese, Mathematics and Science. Children are also introduced to Religion and Art.

\*Learning Outcome Framework - a framework of ten levels of achievement, first introduced in the draft National Curriculum Framework of 2010.





## Middle Years

### (8 to 10 year olds/Grade 4, 5, 6 and 7)

Similarly, all curriculum in middle school follows the National Curriculum Framework\*. During their time in middle years, the curriculum is delivered through a pedagogy that encourages and promotes children to:

- become independent learners by carrying out research, engaging in problem solving, observing information critically and assimilating new knowledge;
- become organised and responsible for their work for a smoother transition to the years in senior school;
- engage in creative thinking, enhance their study skills and prepare effectively for both continuous and summative assessments;
- integrate their knowledge and apply skills and competencies to all areas of the curriculum to promote life-long learning.
- gain a set of skills to help them face any challenges they might encounter in the future. These skills will help children take on any futuristic role which we are not yet aware of.

## Middle School

Cohort	Age	<b>Start of formal, continuous assessments and annual examinations in Grade 5</b>
Grade 4 (Year 3)	7 to 8 year olds	
Grade 5 (Year 4)	8 to 9 year olds	
Grade 6 (Year 5)	9 to 10 year olds	
Grade 7 (Year 6)	10 to 11 year olds	

\*Learning Outcome Framework - a framework of ten levels of achievement, first introduced in the draft National Curriculum Framework of 2010.



In Middle School, children will have subject teachers for: Music Appreciation, P.E (Physical Education, PSCD Personal, Social, Citizenship/Careers Development, Drama, Library Skills and Ethics.

The core subjects in Middle School include: English, Maltese, Mathematics, Science, Religion, Art and ICT.

There is also Italian and Spanish for Grade 7 students only.



## Programmes available to middle years pupils

(Grades 5, 6 and 7)

### Maltese as a foreign language (MFL)

The 'Maltese as a Foreign Language' (MFL) Programme targets those children who are not Maltese nationals.

The MFL Programme takes place at the same time as the mainstream Maltese classes.

The MFL Programme is a graded, structured programme which focuses on building the pupils' knowledge of vocabulary and grammatical structure, besides developing the four skills of listening, speaking, reading and writing. Pupil progress is continuously assessed throughout the year and by an end-of-year examination in June, as is the case with the other core subjects.



## Inclusion and Well-Being

One of our main aims is to create an environment where each and every student can flourish and reach the best of his/her abilities. It is expected that all members of the community respect each other. Here at San Andrea School we promote diversity.

It is critical that we understand the meaning of diversity and that we are a community. Showing respect to all irrespective of race, culture, religion, ability or sex is always expected from all members of the community. The inclusion and well-being of each and every student is a priority. Children are taught from a very young age to embrace difference, that each and every child has both strengths and challenges and that as a community we celebrate the strengths and help each other overcome the challenges. Firstly, curriculum is differentiated within the classroom to make sure that learning is scaffolded and that every child is reaching their full potential. Support is also offered both in and out of the classroom for children struggling in different areas of the curriculum. Children joining our school from other countries whose first language is not English are also offered ESL (English as a second language) sessions. Lessons in MFL (Maltese as a foreign language) are also offered to non-Maltese nationals. Children's emotional well-being is also followed very closely. Children are observed closely and followed by the well-being team should the need arise. A counsellor is also available giving both children and staff members a safe space to open up and share anything troubling them. The well-being team also follows any cases of bullying and friendship issues which can have a negative effect on students. Two full-time nurses are always available, one in early/middle school and one in senior school. The medical history of each and every child is updated regularly and children with medical conditions are followed regularly. Nurses are also available to see to children who are unwell or are involved in an accident whilst at school. Finally, here at San Andrea School we give importance to the holistic development of each and every child. As a team of professionals we work together to ensure a high quality education while creating a very positive environment where children feel happy and safe. The children's happiness and safety are our priority.



## Main School Events

<b><i>Sports</i></b>	Fun Day (Pre-Nursery & Nursery) Field Day (Grade 1 to 6) Walkathon (Grade 1 to 7) Cross Country (Grade 5 to 7)
<b><i>Concerts</i></b>	Christmas (Pre-Nursery to Grade 7) Summer (Nursery to Grade 4) End of Year Grade 7 Celebration
<b><i>Holy Communion</i></b>	Celebration (Grade 3)
<b><i>Book Week</i></b>	Whole School
<b><i>Sleep-Overs</i></b>	Grade 5 to 7
<b><i>Outings</i></b>	Pre-Nursery to Grade 7
<b><i>Special Outings</i></b>	Grade 3 & 4
<b><i>Interactive Open Day</i></b>	Whole School





San Andrea  
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We encourage you to visit our page  
[Sanandreaschool](https://www.facebook.com/Sanandreaschool)

You are kindly encouraged to keep this pack in a safe and secure place as it contains information which you may need to refer to throughout the years your child/ren attend San Andrea School.

Due to our environmental responsibility, further copies of this pack will be provided on e-mail upon request. This is in line with the School's objective of reducing paper as part of our Eco-School Project aiming to create a greener world.

Amended as from 16/09/2024.

\*The information provided is subject to change without prior notice.