

The German Language School of Marin
Deutsche Schule von Marin
A Non-Profit Educational Corporation

Post Office Box 2849, Novato, CA 94948-2849
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GENERAL INFORMATION

- LOCATION: Lynwood Elementary School
1320 Lynwood Drive,
Novato, CA 94947
- MAILING ADDRESS: P.O. Box 2849, Novato, CA 94948
- CLASSS HOURS: 9:30 a.m. to 10:45 a.m. Instruction
10:45 a.m. to 11:00 a.m. Recess
11:00 a.m. to Noon Instruction
- TUITION: \$250 per semester for adults and children.
Tuition includes a \$10 non-refundable registration fee.
Please register before the 1st day of school.

THE SCHOOL ADMITS STUDENTS OF ANY RELIGION, RACE, COLOR,
NATIONALITY, OR ETHNIC ORGIN

PARENT AND STUDENT RESPONSIBILITIES

1. The School will provide supervision between the hours of 9:30 a.m. and Noon. Students are expected to arrive at school no later than 9:30 a.m. and must be picked up promptly after the conclusion of their class. **There is no supervision after school, therefore, please pick up your children on time!**
2. No child may leave the School premises before the end of classes without permission from the Board Member on duty, or the child's teacher; and only upon the assurance that the child is being picked up by a parent or authorized person.
3. Teachers must be notified of any planned absences.
4. In the case of an emergency, every effort will be made to contact parents, or their designated person, listed on the registration form before other arrangements will be made. Please make sure to fill out and return the medical release form with your registration.

5. It is required that visitors to the School register at the office before entering a class.
6. School Members (parents and adult students) are required to take turns for snack duty during recess time. The School will assign snack duty to the school members in alphabetical order of last names. School members are responsible for finding a substitute if they are not able to serve on the assigned day.
7. The German School is a non-profit organization, and therefore relies, solely on the support of its members for the success of its educational endeavors. It is essential that **all parents** volunteer their services at the School's various fund-raising events and activities.
8. **Each School Member is asked to serve on the Board of Directors for a period of at least one year.**
9. Information concerning school functions and dates will be made available through flyers and newsletters.
10. Parents are strongly urged to support their children in the endeavor of learning German. The School cannot be effective as an educational institution without the active support and involvement of parents.
11. The School carries liability insurance. All students should have their own private medical insurance.

If you should have any additional questions regarding the German Language School of Marin, please feel free to contact us via e-mail at GermaninMarin@aol.com or via telephone at (415) 897-9771.