



LYCÉE CLAUDEL

L'école française internationale
d'Ottawa

New School year organization

2025–2026 Academic year

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aefe
Agence pour
l'enseignement français
à l'étranger

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► Introduction

This document is intended to give all the necessary information to families and staff relating to the start of the school year: when do students return to school? When will the new school year meetings be held? How do I register my child for the school restaurant? For extracurricular activities? For school transportation?

You can find a lot of information on the school website, which contains a section dedicated to the beginning of the school year: <https://www.claudel.org/en/practical-aspects/back-to-school/>

Please feel free to consult it!

Important: Tuesday, August 26th, Welcome for New Families:

Dear new parents,

Your child will start at Lycée Claudel on Tuesday, September 2, 2025.

*To help you prepare for this important day, we are pleased to invite you and your child to a welcome session on **Tuesday, August 26, from 1:30 to 4:00 p.m.***

On the agenda: A presentation of the school, a guided tour, an opportunity to meet members of the Lycée Claudel team, who will be happy to answer your questions.

We hope to see many of you there!

► Back-to-School Organization for Students

For Maternelle and Elementary

Tuesday, September 2	10:00am / 11:30am	PS	10:00am : Welcome of Pre-K students with their parents. Parents leave with their children at 11:30. First full day of class: Wednesday, September 3.
	10:00am / 11:30am	MS	10:00: Welcome of Pre-K students with their parents. Parents leave with their children at 11:30. First full day of class: Wednesday, September 3.
	8:30am / 3:20am	GS	08:30: Welcome of Kindergarten students and their parents. At 09:30 am, parents leave but children stay for their first full day.
Wednesday, September 3	Regular schedule for all: 8:30 a.m. – 3:20 p.m. Start of after-school care and transportation for preschool.		

Élémentary School

Élémentary School			
Tuesday, September 2	8:30am / 8:45am	CP-CE1 (Grade 1 and 2)	Students will gather in the Primary playground or in the small gym in case of rain. Presentation of the teams in the Agora. The school day will end at 3:30 PM.
	9:00am / 9:15am	CE2-CM1 (Grade 3 et 4)	
	9:30am / 9:45am	CM2 (Grade 5)	New students can go to the dedicated stand run by the English team in the schoolyard
	Start of the daycare service from 3:30 PM to 5:30 PM (registration on COBA). School transportation will begin on September 3rd for all elementary students, except for preschool students (September 4th).		
For organizational and security reasons, we ask parents not to accompany their children inside the building.			

FOR COLLEGE AND LYCEE

Students will gather in the Secondary schoolyard in front of the sign corresponding to their class and where the head teachers will be waiting for them.

For this first day, the period from 12:00 to 1:30 p.m. will be reserved for lunch. The day will end at 3:30 p.m.
Supervised study service begins : from 3:30 to 5:30.
Classes start according to the normal school schedule on Wednesday Sept. 3rd

Date	Hours	Grade
Tuesday, September 2	9h00	6 ^{ème}
		Seconde
	9h30	5 ^{ème}
	10h30	4 ^{ème}
	11h00	3 ^{ème}
	13h30	Première et Terminale

NIVEAU	PUBLIC	OBJET	DATE	HEURE	LIEU
PRIMAIRE	New families	Présentation and visit of the school	26/08	1:30 PM	Auditorium
	Parents de PS	Meeting with teachers	05/09	4 :00 PM	Classrooms
	Parents de MS		05/09		
	Parents de GS		08/09		
	Parents de CP		08/09		
	Parents de CE1		09/09		
	Parents de CE2		10/09		
	Parents de CM1		11/09		
	Parents de CM2		12/09		
SECONDAIRE	New Families	Présentation and visit of the school	26/08	1:30 PM	Auditorium
	Parents de 6ème		15/09	5:00 PM	Auditorium
	Parents de 5ème		16/09	5:00 PM	Auditorium
	Parents de 4ème		16/09	5:00 PM	Auditorium
	Parents de 3ème		18/09	5:00 PM	Auditorium
	Parents de Seconde		22/09	5:00 PM	Auditorium
	Parents de Première		23/09	5:00 PM	Auditorium
	Parents de Terminale		24/09	5:00 PM	Auditorium

► Additional Services

Individual and Class Pictures

Individual and class pictures	
Maternelle	Thursday, October 2 nd , 2025
Elementary	Monday September 29th, 2025
Secondary	Tuesday, September 30th, 2025
*New: Graduation photos for the Terminale students will be taken March 12,2026.	
Siblings are to be photographed on Tuesday, October 14, 2025 and retakes on March 12th,2025	

Identification Cards

ID Cards	
Card for parents of Maternelle children	ID cards will be distributed to parents by the teachers during the week of September 8th.

Manuals and Other School Supplies

Manuals and other school supplies (consult: https://www.claudel.org/en/family-services/textbooks-and-supplies/school-supplies/)	
Librairie Cufay	School supplies and textbooks will be delivered directly to your home before the start of the school year for orders sent before June 30th. After this date, orders are subject to a \$51 airfare surcharge and will also be delivered to your home. However, we cannot guarantee delivery before the first day of school. If you have any questions, please contact Clairanne Josserand: assistante.communication@claudel.org
English manuals	English textbooks will be handed out directly by the teachers at the beginning of the school year.
Dress Code for Sport	Each student from Petite Section to Terminale receives a sport shirt, which must be ordered by families. Additional units can be ordered at any time using the Price & Buckland platform (Fournitures scolaires – Lycée Claudel L'école française internationale d'Ottawa Lycée Claudel L'école française internationale d'Ottawa). Orders placed before June 30th will be delivered to the home during the summer before the start of the school year. Students from CP to Terminale wear specific attire for sports activities: a Lycée Claudel T-Shirt, black sports shorts or pants (to be obtained from the store of your choice), and shoes reserved for outdoor and/or indoor sports. Access to gymnasiums will only be permitted with clean sports shoes reserved for this sole purpose.

School Restaurant

School restaurant (consult: https://www.claudel.org/en/family-services/school-restaurant/)
Lycée Claudel works with the company Aramark. Discover the meal plans and menu on the school's website. and meal plans can be purchased online now through the link available on our site. However, the provider is currently experiencing an issue with their platform. We will inform you as soon as it becomes available. Families can also visit Lycée Claudel on August 26th from 10:00 AM to 6:00 PM to purchase meal plans on-site if they prefer this option or if they have any questions for the school restaurant provider.

Extracurricular Activities

The programme of activities can be accessed on our website : https://www.claudel.org/en/family-services/extracurricular-activities/ .	
The detailed schedule and full description of each activity will be available on COBA starting September 1, 2025: Coba.Net (claudel.org). We invite you to meet the activities on Wednesday, September 4, between 4:00 and 5:30 p.m., during a special back-to-school barbecue held at the school. A discovery week will be offered to students from September 8 to 12, 2025. Registration will take place online via COBA, from September 12 at 8:00 p.m. until September 18 at 11:59 p.m. Activities will officially begin on Monday, September 22.	
Your contact person for extracurricular activities and day camps	periscolaire@claudel.org 613 733-8522 #614

School Transportation

Discover the 3 dedicated bus lines to Lycée Claudel:

- **North Line**, departing from Hull Hospital (Gatineau)
- **East Line**, departing from Place d'Orléans
- **West Line**, departing from Kanata Centrum.

School transportation is operational from the first day of classes (September 2de). All information (routes and schedules) is available on the school's website: [Transports scolaires](#)

It is possible that secondary school students finish at 4:30 PM on certain days of the week and therefore will not be able to use school transportation on those days.

Reservations available on Cobra starting July 15, 2025.

Your contact person for school transportation

Bonna BARAKA
Transport@claudel.org

Daycare Services

The daycare and supervised study services are operational from the first day of school for elementary and college students. All the information is accessible on the establishment's website: <https://www.claudel.org/en/family-services/day-care-services/>

Throughout the month of September, the daycare service will be offered without prior registration. Children who remain at school after classes will automatically be taken to daycare.

- September 4: during the Back-to-School Barbecue, you will have the opportunity to meet the daycare staff who will be accompanying your children this year (more information to come).
- September 9–12: discovery week of the activities offered.
- September 12: official opening of daycare registrations, at the same time as extracurricular activities.

This temporary arrangement will allow each family to discover the extracurricular activities in a relaxed way before completing daycare registration.

Online registration will be available starting on September 12th via the Cobra platform: [Coba.Net \(claudel.org\)](#)

► Timetables and Calendar

Class Timetables

Students will be welcomed starting at 8:00 a.m., in the schoolyard weather permitting.	
Maternelle	From 8:30 a.m. to 3:30 p.m.
Elementary	
Secondary	From 8:30 a.m. to 3:30 p.m., 4:30 p.m. or 5:30 p.m., according to the level and activities pursued.

School Calendar

The school year calendar is available on the [Lycée website](#)

► Important Practical Information

Padlocks (for secondary level only)

Plan to buy **2 sturdy and secure padlocks** (1 for your school locker and 1 for the gym locker room).
Combination locks are recommended.
The lockers will be assigned by the Student Life Department at the beginning of the school year

School Bags

Bags on wheels are strongly discouraged since they're not adapted to the configuration of the school (many stairs) and are often oversized for the students' lockers.

► Your contacts at the school

The updated list of contacts is available on the school website. Feel free to consult it to know whom to contact and by which means: <https://www.claudel.org/en/contact-us/>

The school will be open until August 29, from 8:00 a.m. to 12:30 p.m. and from 1:30 p.m. to 4:00 p.m.

The school's regular opening hours (8:00 AM to 6:00 PM) will be in effect from September 2de onwards.



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