



OSNOVNA ŠOLA LEONA ŠTUKLJA MARIBOR, Klinetova ulica 18, 2000 Maribor

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INTERNATIONAL DEPARTMENT ANNUAL WORK PLAN

2025/2026

OŠ LEONA ŠTUKLJA MARIBOR





The members of the School Council of the Leon Štukelj International School Maribor adopt and approve the Annual Work Plan of the International department of the Leon Štukelj Primary School Maribor for the school year 2025/2026, which will be implemented from the 1st of September 2025 onwards.

The Annual Work Plan of Leon Štukelj Primary School Maribor International department is based on:

- The Primary School Act,
- Act on Amendments and Additions to the Act on Primary School,
- the norms and standards of the Act on the Organisation and Financing of Education and Training,
- the notices to primary schools for the 2025/26 school year from the Ministry of Education, Science and Sport,
- guidelines for the work of primary schools,
- the needs of students,
- staffing, material and space conditions,
- the annual preparations of teachers,
- the work programmes of the professional activities,
- the work programmes of the school advisory service,
- the work programmes of the school library,
- the work programmes of the school's extra-curricular activities,
- direct involvement of and with parents.

The AWP may be supplemented during the year on the proposal of the teachers' assembly, the board of the institution and the management or amended.

Maribor, _____
Number: _____

Principal:
mag. Mirko Škundrić



1. INTRODUCTION

The school's annual work plan is a fundamental document that defines the school's life and work in the 2025/2026 school year. In the annual work plan, the Elementary School Act defines the content, scope and distribution of educational work and other work in accordance with the curriculum and curricula, as well as the scope, content and distribution of other activities (extracurricular activities, organization of collapsed days, etc.).

The work of the school advisory service, the work of the school library, activities with which the school integrates into the environment, the scope of activities with which the school ensures the healthy development of students, forms of cooperation with parents, external colleagues and institutions, and activities for integration into the environment, professional development of teaching staff, the work of professional bodies and other tasks necessary for the implementation of the set program.

When creating the work plan, we took into account the legal regulations governing the field of education, namely:

- Act on Primary School,
- The Act on the Organization and Financing of Education,
- Rules on the verification and evaluation of knowledge and the progress of students in primary school,
- Regulations on the school calendar for primary schools,
- Rulebook on norms and standards for the implementation of the elementary school program, notices of the Ministry of Education of the Republic of Slovenia
- IB policies.

THE PROCEDURE OF ESTABLISHING THE ANNUAL WORK PLAN

The summer work plan was formed on the basis of proposals mediated by teacher staff and administration in individual discussions, when planning the new school year at the pedagogical conference and professional activities, and taking into account the comments mediated by parents at the meeting of the Parents' Council of Primary School Leona Štuklja Maribor in members of the School council of the Leon Štukelj Primary school Maribor.

2. BASIC INFORMATION OF THE SCHOOL

Registry Information:

Address:	Leon Štukelj International School Maribor Klinetova ulica 18, 2000 Maribor
Registration No.:	5610494000
Phone No.:	02/ 420 64 11
Tax No.:	59613432
Account No.:	01270 - 6030669010
President:	Principal, mag. Mirko Škundrič
E-mail address:	http://www.os-leon.si



Webpage:

<https://www.os-leon.si/international-school-maribor/>

Information about the founder

The school was founded by the Municipality of Maribor in 2023. In the school year 2023/2024 it was a candidate school for becoming an IB school. In the school year 2024/2025 it became an accredited PYP school and a candidate school for MYP.

3. MANAGEMENT BODIES AND PROFESSIONAL BODIES OF THE SCHOOL

Administrative staff

Principal: mag. Mirko Škundrič

Head of the International

School: Natalija Anders

School council

The highest body of the school is the school council. The school is managed by the principal and the school council. The school council has a four-year term. It consists of three representatives of the founder, three representatives of parents and one representative of the international department and five representatives of the school.

The representatives of the founder (Maribor Municipality) are: Sanja Miklošič, Anica Kramberger, Štefan Muraus

Parents' representatives are: Sara Gabrič, Nataša Kozar, Aida Mitrovič (international school)

The representatives of the school are: Danijela Kajzer, Tina Lešnik, Tinka Vravnik, Mojca Tršavec and Rok Rožič.

President of the school council: Rok Rožič

The most important tasks of the school council:

- adopts the annual work plan and the report on its implementation,
- adopts the annual report with the final account,
- discusses the analysis of educational work,
- decides on the introduction of above-standard and other programs,
- considers reports on educational issues,
- decides on complaints regarding the rights, obligations and responsibilities of workers from employment relationship,
- deals with matters submitted to it by the teachers' union, the school inspectorate, the representative union of employees, the parents' council, the student community,
- appoints and dismisses the school principal,
- evaluate the work of the principal and perform other tasks specified by law and the act of incorporation.

Parent's council

The parents' council consists of parents' representatives. In each Grade, parents confirm one representative at



the 1st Parent-teacher conference in September.

Class:	Representative:
1. M	Molly Michalowski
2. M	Alda Derenčin Ambrož
3. M	Martin Michalowski
4. M	Martin Michalowski
5. M	Martin Michalowski
6. M	Noemi Koszta
7. M	Noemi Koszta
8. M	Sladjan Dujić
9. M	Sladjan Dujić

School councils and bodies

There are: School Council, Teacher Staff, PYP and MYP coordinators, Head of School, Subject specific teachers and Homeroom teachers.

Teacher staff involves all teachers teaching in school's classes in PYP and MYP.

The Homeroom teacher leads the work of the teacher staff, analyzes the educational and learning results of the classes, takes care of solving educational and learning problems, and more.

The subject specific teachers' staff consists of teachers of the same subject or subject areas; addresses the issue of the subject or subject area and plans the curriculum.

4. TIME ORGANIZATION, SCHEDULE

Educational process at the school is carried out within the framework of the regular and Afternoon programme and Extracurriculars.

The school opens every school day at 7:00 a.m. and ends/closes with Afternoon programme at 4.50 p.m. The working hours in the administration are every working day (from Monday to Friday), as a rule, from 7:00 a.m. to 3:00 p.m. The working hours of employees are 40 hours per week in accordance with the Labour Relations Act and the Collective Agreement for Education.

For technical and administrative workers, 8-hour attendance at the workplace is mandatory.

Teachers and other professionals have uneven working hours. The time allocation of work is done by the Principal and Head of International School based on the organization of work and life in the school. Teachers and other professionals fulfil their obligations with lessons and other work in accordance with the Rules on the systematization of jobs at Leon Štukelj International School Maribor. Work is recorded according to the agreement.

The principal of Leon Štukelj International School Maribor prepares an individual annual work plan (iLDN) for each teacher and organizes the teacher's work in such a way that at the end of the reference period (September 1, 2025 to August 31, 2026) the average full-time working time is equalized. The working hours of teachers are determined according to the daily schedule and timetable. Taking into account the organization of



work in the institution, the teacher performs work outside the institution according to his own timetable, for a maximum of 10 hours per week when full-time position.

The lessons last 45 minutes each with five-minute breaks.

Timetable:

Pre-lesson	7.30 – 8.15
1st lesson	8.15 – 9.00
break	9.00 – 9.05
2nd lesson	9.05 – 9.50
SNACK/break	9.50 – 10.10
3rd lesson	10.10 – 10.55
break	10.55 – 11.00
4th lesson	11.00 – 11.45
break	11.45 – 11.50
5th lesson	11.50 – 12.35
LUNCH/break	12.35 – 13.25
6th lesson	13.25 – 14.10
break	14.10 - 14.15
7th lesson	14.15 - 15.00

5. SCHOOL CALENDAR

The school calendar is set in accordance with the valid School Calendar issued in detail by the Ministry of Education rules every school year. In accordance with these the school calendar may change.

The school year begins on Monday, September 1st, 2025. The end of classes for students is on Wednesday, June 24th, 2026.



School calendar

2025	1. 9. 2025	School starts
	27. 10. - 31. 10.	Autumn vacation
	31. 10.	Reformation day
	1. 11.	Memorial day
	25. 12.	Christmas
	26. 12.	Independence and Unity day
	25. 12. - 2. 1.	Christmas holidays
2026	1. 1. - 2. 1.	New year
	30. 1.	Mid-term
	8. 2.	Prešeren day - bank holidays
	23. 2. - 27. 2.	Winter holidays for students from south-eastern Slovenia (excluding the municipalities of Ribnica, Sodražica, Loški Potok, Kočevje, Osilnica and Kostel), the Koroška, Podravje, Pomurje, Savinja and Posavje statistical regions
	6. 4.	Easter Monday
	27. 4.	Day of Resistance - bank holidays
	27. 4. - 1. 5.	May holidays
	1. 5. - 2. 5.	Labor day - bank holidays
	24. 6.	FINAL REPORT/END OF SCHOOL YEAR
	25. 6.	National day
	26. 6. - 31. 8.	SUMMER HOLIDAYS

Year terms

Assessment period	Duration
Mid-term	from 1st September 2025 to 31st January 2026
Final term	from 1st February 2026 to 24th June 2026

6. NUMBER OF STUDENTS BY DEPARTMENT

Class	Number of students	Number of students by department	Homeroom teacher
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		Boys	Girls	
1.M	4	3	1	Maša Rus
2.M	7	5	2	Nika Klaneček
3.M	2	1	1	Aleksandra Šprah
4.M	3	1	2	Aleksandra Šprah
5.M	2	2	0	Aleksandra Šprah
6.M	5	4	1	Tina Lešnik
7.M	1	0	1	Tina Lešnik
8.M	2	1	1	Urška Sedlar
9.M	2	1	1	Urška Sedlar
TOTAL	28	18	10	

7. STAFF STRUCTURE

7.1. TEACHING STAFF AND SCHEDULES

Work assignments are distributed to workers in accordance with the Act on Primary Schools, the Act on the Organization and Financing of Education, the Act on Employment Relations and in accordance with norms. The Leon Štukelj International School employs 15 teachers, Head of the International, School Counselors of the National Programme (Milena Grudnik, Katarina Schram, Nina Vernik and Jelena Grobler) and a librarian.

For full-time employment, teachers are allotted 17 lessons per week. The detailed breakdown of hours of the mandatory and Afternoon programme can be seen from the schedules in the KPIS program.

In the period from 01/09/2025 to 31/08/2026 inclusive, the work of employed workers is performed up to an average of 40 hours/week, namely in each period in the range of hours determined by the schedule and this Annual Work Plan. The excess of working hours is offset by the free days of professional and other workers, which during the holidays exceed the corresponding days of the individual worker's annual leave.

The working time schedule applies to all employees of the school.

7.1.1. TEACHING STAFF - PRIMARY YEARS PROGRAMME

Teacher	Class/Subject
Maša Rus	Homeroom teacher 1.M
Nika Klaneček	Homeroom teacher 2.M
Aleksandra Šprah	Homeroom teacher 3-5 M
Lana Županek	PHE and ART teacher
Mateja Vešnar	PYP coordinator, EAL teacher
Danijela Kajzer	Librarian
Maja Pihler Stermecki	Music teacher, Afternoon Programme
Natalija Anders	Head of the International School,



	EAL teacher
Urška Sedlar	EAL teacher
Katerina Malinova	Afternoon Programme
Marko Grobler	German, Afternoon programme
Milan Ketiš	ICT teacher

7.1.2. TEACHING STAFF - MIDDLE YEARS PROGRAMME

Teacher	Class/Subject
Tina Lešnik	MYP coordinator, Lang&Lit, ATL, Homeroom 6.,7.M
Natalija Anders	Head of School, EAL teacher
Urška Sedlar	Lang&Lit, Theatre, Slovenian language teacher, Homeroom 8.,9.M
Nina Prelog	Individuals&Societies, Humanities
Mateja Vešnar	PHE teacher
Danijela Kajzer	Librarian and Arts teacher
Katerina Malinova	Geography, Chemistry, Biology teacher
Maja Pihler Stremecki	Music teacher
Dinka Fazlič	Mathematics and Physics teacher, Additional and Supplementary teacher
Marko Grobler	German, Slovenian teacher
Milan Ketiš	Design and Technology, Additional lesson teacher

7.2. OTHER STAFF

7.2.1. BOOKKEEPING ADMINISTRATIVE STAFF

Employee	Job
Andreja Cafuta	Secretary
M-biro (Mateja Solatnik)	Accounting

7.2.2. KITCHEN STAFF

Employee	Job
Kristjan Koletnik	chef
Andreja Krištofić / Suzana Skarlovnik/ Jasmina Banjić	chef
Vesna Marković	chef
Domen Babič	Organiser of school menus and nutricionist

7.2.3. TECHNICAL STAFF

Employee	Job
Branko Arih, Dario Černuta	Janitor, maintenance man
Silva Osovnikar	Cleaning lady
Doroteja Fras	Cleaning lady
Dragana Urška Todorović	Cleaning lady
Slavica Slevec	Cleaning lady
Jelena Ljubić	Cleaning lady
Nataša Slaviček	informator (municipal tender)

8. THE BASIC PROGRAMME OF INTERNATIONAL BACCALAUREATE® (IB)

8.1. BASIC CHARACTERISTICS OF THE INTERNATIONAL BACCALAUREATE® (IB)

World Schools share a common philosophy, a commitment to improving the teaching and learning of a diverse and inclusive community of students by delivering challenging, high-quality programmes of international education that share a powerful vision.

“The International Baccalaureate aims to develop inquiring, knowledgeable and caring young people who help to create a better and more peaceful world through intercultural understanding and respect.

To this end, the organization works with schools, governments and international organizations to develop challenging programmes of international education and rigorous assessment.

These programmes encourage students across the world to become active, compassionate and lifelong learners who understand that other people, with their differences, can also be right.”

MISSION STATEMENT AND PHILOSOPHY

Living in a rapidly evolving world and a complex society requires a unique set of skills. At Leon Štukelj International School Maribor, we believe that it is our responsibility to empower the students for the future.

Our mission is to provide inquiry-based education where the inquisitive minds of our students gain values, embrace diversity, cultivate the spirit of international-mindedness, and evolve into responsible global citizens. By creating a holistic and inclusive environment, fostering trust among the student-parent-teacher community, and cultivating skills and positive values we strive towards growth with integrity, transparency and a desire to contribute positively to our world.



PRIMARY YEARS PROGRAMME (PYP)

The Primary Years Programme (PYP) is for students from Grades 1 to 5.

The programme focuses on the total growth of the developing child, affecting hearts as well as minds in addressing social, physical, emotional and cultural needs in addition to academic welfare.

The PYP combines the best research and practice from a range of national education systems, together with a wealth of knowledge and experience derived from international schools – resulting in a highly relevant and engaging educational programme.

The Primary Years Programme offers a comprehensive, inquiry-based approach to teaching and learning. Children have to find answers to their inquiries.

The three basic questions that students have to deal with daily are:

What do we want to learn?

How best will we learn?

How will we know what we have learned?

Within the framework of the PYP programme, students learn through six TRANSDISCIPLINARY THEMES per school year. These transdisciplinary units aim to weave together subject-specific knowledge with a focus on the teaching of concepts, developing greater skills, positive attitudes to learning and life, and through the development of the Learner Profile Attributes which underpin the PYP programme.

Transdisciplinarity is the key approach to binding together subject-specific knowledge in the following areas: English, Mathematics, Science & Social Studies, Foreign Languages (Slovenian, German or French), Visual Arts, Music, ICT, Physical Education, Personal & Social Development.

MIDDLE YEARS PROGRAMME (MYP)

The Middle Years Programme (MYP) is for students aged 11-16. The Middle Years Programme (MYP) is a five-year programme.

It offers an educational approach that embraces, yet transcends traditional school subjects. While insisting upon a thorough study of the various disciplines, MYP accentuates the interrelatedness of them and so advances a holistic view of knowledge. Students are encouraged to develop intercultural awareness along with a genuine understanding of their own history and traditions.

The Middle Years Programme consists of eight subject groups: Language Acquisition (Slovenian and German or French); Language and Literature (English – Language of Instruction); Individuals and Societies (Geography/History); Sciences (Biology, Chemistry, Physics); Mathematics; Arts (Visual, Musical, Performing); Physical and Health Education; Design and Technology.

REPORT CARDS

- Report cards: Primary schools issue report cards with descriptive grades to students from 1st to 5th grade and report cards with numerical grades to students from 6th to 9th grade.
- With the code of conduct and Hišni red OŠ Leona Štuklja the school determines the area of the school and the areas that belong to the school premises, business hours and office hours, the use of the school premises and the organization of supervision, measures to ensure security, maintenance of order and cleanliness, and more.



- The curriculum determines the optional subjects, the annual and weekly number of hours of instruction in individual compulsory and optional subjects, the days of activities, the number of hours of departmental community and the minimum number of hours required to implement the curriculum. However, the school can arrange the weekly number of lessons of individual subjects in a different way in each class (flexible subject schedule).
- The curriculum determines the content of the subjects, the standards of knowledge and the objectives of the lessons objects.
- Students with special needs: Students with special needs are students who need adapted implementation of primary school programs with additional professional help or adapted primary school programs or a special education program and individualised learning plan according to our inclusion policy. Depending on the type and degree of deficit, obstacle or disorder, these students are defined in the law governing the guidance of children with special needs.
- Students with learning difficulties are students who, without adjustments to the methods and forms of work in lessons, have difficulty reaching knowledge standards. Schools adapt the methods and forms of work in lessons to these students and enable them to be included in supplementary lessons and other forms of individual and group assistance via a personalised learning plan tailored to each specific student's needs. Homeroom teachers create an individualised learning plan according to our inclusion policy.
- Code of conduct: in it the school more precisely defines the duties and responsibilities of students, methods of ensuring safety, rules of behavior and conduct, determines educational measures for individual violations of the rules, organization of students, excuses for absences and cooperation in ensuring the health care of students. School professionals, students and parents participate in the preparation of school rules.

- **BASIC CHARACTERISTICS OF THE INTERNATIONAL DEPARTMENTS AT LEON ŠTUKELJ INTERNATIONAL SCHOOL MARIBOR**

We offer PYP and MYP classes. Some classes are combined due to lower count of students. There are homogenous groups of Grade 1 and Grade 2. Grades 3 to 5 are combined in a class and Grades 6, 7 and Grades 8, 9.

Our school has officially been authorized as an IB World School for the Primary Years Programme (PYP), demonstrating our commitment to high-quality, inquiry-based international education for young learners. The authorization process for the Middle Years Programme (MYP) is currently underway, and we are expecting the verification visit from the IB authorization team during this academic year.

IB World schools share a common philosophy - a commitment to quality and international education. The aim of the IB program is to develop curious, aware and caring young people who, through intercultural understanding and respect, help create a better and more peaceful world. Our main goal is to create an inclusive learning environment, which is achieved through cooperation, interaction and active action. This approach allows each student to develop and progress according to their individual needs, while encouraging their global perspective and international mindset.



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CURRICULUM OF THE INTERNATIONAL PROGRAMME AT THE LEON ŠTUKELJ INTERNATIONAL SCHOOL MARIBOR

Class	Primary years (PYP)					Middle years (MYP)			
	1.	2.	3.	4.	5.	6.	7.	8.	9.
English	5	5	5	5	5	4	4	4	4
Slovene	2	2	2	2	2	3	3	3	3
German/French	0	0	0	0	2	3	3	3	3
Music	2	2	2	2	1	1	1	1	1
Arts	2	2	2	2	3	2	2	2	0
Theatre	0	0	0	0	0	1	1	1	1
Mathematics	5	5	5	5	4	4	4	4	4
Humanities	0	0	0	0	0	3	0	0	0
Sciences	2	2	3	4	6	0	0	0	0
History	0	0	0	0	0	0	2	2	2
Geography	0	0	0	0	0	0	2	2	2
Science	0	0	0	0	0	3	0	0	0
Physics	0	0	0	0	0	0	1	2	2
Chemistry	0	0	0	0	0	0	1	2	2
Biology	0	0	0	0	0	0	2	2	2
Design and Technology	0	0	0	0	0	3	3	3	3
Computer sciences	0	0	1	1	1	0	0	0	0
Attributes to learning	0	0	0	0	0	1	1	1	1
Physical and health education	3	3	3	3	3	3	3	3	3
Homeroom lessons	1	1	1	1	1	1	1	1	1
Extracurricular activities	2	2	2	2	2	2	2	2	2
EAL/English add. *	2	2	2	2	2	4	4	4	4
Substitute lessons	1	1	1	1	1	1	1	1	1
Additional lessons	1	1	1	1	1	1	1	1	1



COLLAPSED DAYS, EXCURSIONS AND SCHOOL IN NATURE

8.4.1. COLLAPSED DAYS

Collapsed days encourage curiosity, creativity and self-initiative of students, train them to independently observe and gain experience and knowledge, to develop skills and to solve problems independently. During these activities, the students connect the knowledge of different fields together into a whole. The collapsed days are intended for all students, are varied in content and sensibly distributed throughout the school year. The contents are upgraded from each school year. Homeroom teachers or coordinators of individual collapsed days are in charge of the organization and the implementation.

Collapsed days are part of the compulsory elementary school program. As part of the activity days, the contents and objects are connected to each other. These are: cultural, sports, science and technical days.

Collapsed days occur either in or out of school on a different location. Extra attention given to security and there's always a security plan written beforehand. Students receive written and/or oral instructions.

For security reasons, it is not allowed:

- moving away from the group without the knowledge of the leader,
- the use of accessories and props that are not directly linked to the program and can be disruptive to the implementation of the collapsed days (mobile phone, electronic music players, computer games
- consumption of alcohol, drugs or other harmful substances, smoking.

If these cases occur, the teaching staff and coordinators of the collapsed days will take appropriate action immediately and, if necessary, cancel the implementation of the collapsed day.

The security plan and collapsed day plan contains data defining the content and form of implementation. For objective reasons or unforeseen problems, such as weather conditions, changed circumstances of carrying out activities (transportation price, entrance fees, cancellation of the participation of external collaborators, etc.), during the school year there may be adjustments or changing the activities that are planned within the individual collapsed day.

Collapsed days after the syllabus of the primary school

Title/class	1.	2.	3.	4.	5.	6.	7.	8.	9.	Sum
Cultural days	4	4	4	3	3	3	3	3	3	30
Science day	3	3	3	3	3	3	3	3	3	27
Sports days	5	5	5	5	5	5	5	5	5	45
Technical days	3	3	3	4	4	4	4	4	4	33
Sum	15	15	15	15	15	15	15	15	15	135



Collapsed days for the 1.-3. Grade

	Date	Activity	Class	Leader
Cultural days	6. 10. 2025	Puppet Show	1.-3. razred, 1-2 M	Sara MENARD, Maša Rus
	15. 12. 2025	Nutcracker - ballet	1-2 M	Urška Sedlar
	23. 12. 2025	Smells like Christmas	1-2 M	Maša Rus
	17. 2. 2026	Carnival in the City	1.-5. M	Lana Županek
Science days	20. 3. 2026	Aquarium - terrarium	1.-5. M	Aleksandra Šprah
	22. 4. 2026	Honey Estate - A Sunny Paradise	1.-5.M	Maša RUS
	19. 5. 2026	Nature under the magnifying glass	1-2.M	Homeroom teacher 2. M
Sports days	12. 9. 2025	Motorik park Gamlitz	1.-5. M	Mateja VEŠNAR
	9. 10. 2025	Hike + Adrenalin park Betnava	1.-5. M	Maša Rus
	30. 1. 2026	Castles of Kralj Matjaž and Peca	1.-3. M	Maša RUS
	maj 2026	Poljane Athletics Stadium	1.-3.M	Tina KRANER, Blaž BEZJAK, Lana ŽUPANEK
	15. 6. 2026	Pohorje-hike	1.-5.M	Mateja Vešnar
Technical days	13. 11. 2025	Experiments' centre Maribor	1.-5.M	Aleksandra Šprah
	25. 11. 2025	Making New Year decorations	1.-2.M	Maša RUS
	3. 2. 2026	Making a group carnival mask	1.-5.M	Lana Županek



Collapsed days for grades 3-5

	Datum	Dejavnost	Razred	Vodja
Cultural days	22. 12. 2025	Hansel and Gretel (performance)	3.-5.M	Polona DROZG
	6. 2. 2026	Musical Shrek	3.-5.M	Urška SEDLAR
	junij 2026	Cultural Diary	3.-5.M	Martina ARBEITER, Aleksandra ŠPRAH
Science days	22. 4. 2026	Honey Estate - A Sunny Paradise	1.-5.M	Maša RUS
	20. 3. 2026	Aquarium Maribor	1.-5.M	Aleksandra ŠPRAH
	26. 5. 2026	Nature under the magnifying glass (ŠVN)	3.-5.M	Aleksandra ŠPRAH
Sports days	12. 9. 2025	Motorikpark Gamlitz	PYP+MYP	Mateja VEŠNAR
	9. 10. 2025	Hike and Adrenaline Park Betnava	1.-5.M	Maša RUS
	14. 1. 2026	Winter sports' day	4.-5.razred, 3.-5.M	Tina KRANER, Blaž BEZJAK, Aleksandra ŠPRAH
	May 2026	Athletic sports' day Poljane	4.-5. razred, 3.-5.M	Tina KRANER, Blaž BEZJAK, Aleksandra ŠPRAH
	15. 6. 2026	Hike Pohorje	PYP+MYP	Mateja VEŠNAR
Technical days	25. 11. 2025	Christmas ornaments	4.-5. razred, 3.-5.M	Aleksandra ŠPRAH
	13. 11. 2025	House of experiments Maribor	1.-5.M	Maša RUS
	15.12. 2025	Nutcracker and puppet making	PYP+MYP	Urška SEDLAR
	3.2. 2026	Making a group carnival mask	1.-5.M	Lana ŽUPANEK

*****The 3-5M class will also join the visit to Podzemlje Pece and the Castles of King Matjaž; however, this day will be considered a regular school day.**

Collapsed days for grades 6-9

	Date	Activity	Grade	Leader
Cultural days	15. 12. 2025	Nutcracker - ballet performance	6. - 10.M	Urška SEDLAR
	6. 2. 2026	Musical SHREK	6. - 10.M	Urška SEDLAR
	March 2026	UGM - Gallery	6. - 10.M	Danijela KAJZER



Science days	14.11. 2025	Noordung Centre	6. - 10.M	Dinka FAZLIČ, Tina LEŠNIK
	30. 1. 2026	Peca and Underground of King Matjaž	6. - 10.M	Nina PRELOG
	25. 5. 2026	Sustainable Gardening - Dole	6. - 10.M	Katerina MALINOVA
Sports days	12. 9. 2025	Motorikpark Gamlitz	6. - 10.M	Mateja VEŠNAR
	23. 9. 2025	Pohorje hike -	6. - 10.M	Mateja VEŠNAR
	8. 1. 2026	Winter sports day	6. - 10.M	Tina KRANER, Mateja VEŠNAR
	7. 5. 2026	Athletic stadium Poljane	6. - 10.M	Tina KRANER, Mateja VEŠNAR
	15. 6. 2026	Hike Areh - Pohorje	6. - 10.M	Mateja VEŠNAR
Technical days	25. 11. 2025	Christmas Ornaments	6. - 10.M	Urška SEDLAR, Tina LEŠNIK Mateja VEŠNAR
	December 2025	Zotter Chocolate factory and Graz	6. - 10.M	Tina LEŠNIK
	17. 2. 2026	Shrove Tuesday	6. - 10.M	Urška SEDLAR, Tina LEŠNIK Mateja VEŠNAR
	April 2026	ENO project	6. - 10.M	Urška SEDLAR, Tina LEŠNIK Mateja VEŠNAR

Special dates for grades PYP and MYP

	September 23th	International Day of Sign Languages	Aleksandra Šprah
2025-2026	September 26th	Language day (PYP and MYP)	Language teachers
	October 4th	World Animal Protection Day	Tina Lešnik
	October 6th-12th	Children's week (PYP and MYP)	Mateja Vešnar
	November 18th	The Great Gatsby (MYP project day)	Urška Sedlar
	March 8th	International Womens Day	Nina Prelog
	March 13th	International Pi Day	Dinka Fazlič
		Culinary Day	Nika Klaneček
	March 27th	World Theatre Day	Urška Sedlar, Maja Pihler Stermecki
	April 22nd	Earth Day	Katerina Malinova, Nina



			Prelog
	April 23rd	World Book and Copyright Day, School Book Fair	Danijela Kajzer
	May 9	Day of Europe	Marko Grobler
	May 15th	International Family Day	Mateja Vešnar
	June 11th	International Day of Play	Natalija Anders

8.4.2. FINAL EXCURSIONS

Grade	Date	Location
1. - 5. M	18.6.2026	Visit to the Krškočar Trail in Krško
6. - 10. M	18.6.2026	Velenje

8.4.3. SCHOOL IN NATURE

For some days, students immerse themselves in the great outdoors, transforming the natural world into their classroom. Our program offers hands-on, experiential learning that fosters a deep connection with nature while enhancing critical thinking and teamwork skills. From studying ecosystems and wildlife to engaging in outdoor sports and creative projects, your child will gain invaluable knowledge and unforgettable memories. Join us for this enriching journey where education and nature intertwine!

Grade	Date	Location
3.-5.M	25.-27.5.2026	Farm - Dole and Sustainable Gardening



9.1. AFTERNOON PROGRAMME

Afternoon programme is an organised form of educational work with students, organised by the school after school hours, for students in grades 1 to 5 inclusive. Afternoon programmes are professionally managed and include the following elements: independent learning, relaxation activities, creative leisure activities and meals.

The objectives of the afternoon programme are intertwined with and build on the educational objectives of the classroom. The content of the afternoon programme is based on the educational objectives of the classroom, taking into account the interests, needs and wishes of the students and their parents.

The general objectives of the Afternoon programme are:

- To provide students with a stimulating, healthy and safe psychosocial and physical environment for their development and education;
- to enable students to perform their school duties regularly, independently and successfully, and to provide them with appropriate professional support when needed;
- to facilitate joint planning and selection of activities, thereby contributing to the design of the programme
- to participate in the programme of activities;
- to facilitate an understanding of the importance of knowledge for growing up and personal development;
- to facilitate an understanding of the importance of quality peer group relationships for well-being and shared achievement.

Students in the Afternoon programme are grouped according to the norms of the required group. Even in this year's school summer, due to the systematization of jobs and the high number of students included in the Afternoon programme departments, we are forced to combine students in groups from several departments. For the sake of the child's safety, the teacher in the Afternoon programme can send the child home early only with a written confirmation from the parents.

Afternoon program's teachers are: Maja Pihler Stermecki, Katerina Malinova, Marko Grobler

9.2. SUPPLEMENTARY, ADDITIONAL LESSON AND WORK WITH GIFTED STUDENTS

For students who want to deepen and expand their knowledge, additional lessons will be organized for individual subjects. Students will prepare for competitions, research and learn independent learning, project planning and group collaborative learning. For identified gifted students, additional content will be offered as part of regular lessons, interesting activities and workshops in a particular field (eg art).

In this school year, we will focus in more detail on the work with students with more potential, including identified gifted students from the 6th to the 10th grade. During the school year, we will direct these students to research work and motivate them to participate in competitions. As part of the lessons, we will also offer them different ways of expressing their dreams, as well as opportunities to acquire knowledge, more cross-curricular connections, and group work. Identified gifted students will have their strong areas and interests within school subjects and extracurricular activities determined in a



single individual plan.

9.3. EXTRA-CURRICULAR ACTIVITIES

Extra-curricular activities take different organisational forms and take place before or after school. The organisational form depends on the programme, the number of students involved and the characteristics of the activity. As a general rule, no group activity can be attended by fewer than five students (special activities) and no more than 28 students. If there are too few students, the activity is not carried out. Each activity follows a programme drawn up by the activity tutor in cooperation with the students. The programmes are basically designed so that students who have already attended the activity in the previous year, as well as those who are just starting to participate in the activity, can take part in the activity. There are exceptions where this rule does not apply. The tutor will inform the students of this.

Some activities will run for a few months in a cluster, while others will run steadily throughout the school year. The activities also include time for various competitions and presentations, if these are foreseen in the programme of work. Registration for an extra-curricular activity is voluntary, and students are expected to attend regularly and responsibly once registered. Attendance records will be kept by the mentors. The aim of the activities is to give students as many opportunities as possible to explore their potential, develop their interests and strengthen their skills, and to encourage them to make good use of their free time. Students can take part in the activities listed below.

Name of the teacher	Name of the extracurricular	Description	Carried out in classes
Aleksandra Šprah	French 1 and 2	Join us on a fun journey into the French language! We will explore basic vocabulary, everyday expressions, songs, games, and simple conversations. This is a great way to discover a new language and culture in an engaging and playful way!	1.-5. grade
Lana Županek	Yoga	Stretch, breathe, and grow! In this playful yoga class, we will explore movement and mindfulness through imaginative stories, calming exercises, and fun poses. It's a great way to build strength,	1.-3. grade



		focus, and confidence—while learning how to relax and enjoy the moment!	
Lana Županek	Spanish 1 and 2	¡Vamos a aprender español! In this fun and interactive class, students will be introduced to the Spanish language through songs, games, visuals, and everyday vocabulary. We will focus on building confidence with basic phrases and expressions, expanding our skills with sentence building and practical topics. Lessons are playful, age-appropriate, and designed to make learning Spanish a joyful journey for everyone!	1.-3. grade, 4.-5. grade
Lana Županek	Board and Mind Games	Let the games begin! This club is all about thinking smart and having fun. Students will explore a variety of games and puzzles—from memory challenges to logic and strategy-based activities—that build problem-solving, teamwork, and perseverance. It's a fun and relaxed way to stretch your brain and enjoy time with friends!	2.-5. grade
Urška Sedlar	English Debate Club	Join the English Debate Club and develop your voice as a confident, principled communicator. Each session challenges you to explore global issues, build persuasive arguments, and sharpen your critical thinking and	MYP grades



		communication skills. Through debates, you'll grow as an open-minded and reflective learner, ready to engage with diverse perspectives. No experience needed — just curiosity and a willingness to speak up!	
Urška Sedlar	English Book Club	Dive into stories that spark imagination and inspire deep thinking. In the MYP Book Club, we explore diverse voices, discuss big ideas, and connect literature to real-world issues — all while building critical thinking, communication, and reflection skills. Whether you love fantasy, mystery, or thought-provoking novels, there's a place for you here. Come read with us and see where stories can take you!	MYP students
Urška Sedlar	Creative Writing Club	Unleash your imagination and turn ideas into powerful stories, poems, and scripts. In the MYP Creative Writing Club, you'll experiment with language, develop your unique voice, and build communication, creative thinking, and self-management skills. Whether you're a seasoned storyteller or just love to write, this is your space to be	MYP students



		courageous, reflective, and wildly creative.	
Maša Rus	Little Scientists	Are you curious about how the world works? Do you love exploring nature and asking big questions? Join Little Scientists and become a real young researcher! We'll be part of the GLOBE Program, a worldwide science project supported by NASA! Together, we will: - Explore forests, ponds, and skies - Measure temperature, clouds, water, and soil - Record real data just like scientists - Help NASA learn more about our planet! Come observe, experiment, and explore with us—because science is everywhere!	PYP students (1-5)
Maša Rus	ENGLISH SONGS, STORIES & CREATIVITY	Do you love singing, listening to stories, and using your imagination? Join us for a fun journey through English songs, stories, and creative activities! Each week we'll: - Sing catchy songs about animals, weather, food, and more - Enjoy fun and funny stories in English - Create art, act out scenes, and play	PYP students (1-3)



		language games This club is perfect for anyone who wants to learn English in a playful and creative way. Let's sing, imagine, and create together!	
Maša Rus	History Fun	Travel back in time and discover the coolest moments in history! In History Fun!, we'll explore exciting ancient worlds and legendary stories that shaped our past. Together we will: -Explore Egyptians, Romans, Vikings, and medieval castles -Read fun stories and legends from long ago -Build historical landmarks and create ancient artifacts - Dress up, act out scenes, and solve history-themed puzzles - Discover how people lived, what they wore, ate, invented... and how they changed the world! If you love adventure, imagination, and learning about the past in fun ways, this is the club for you!	PYP students (1-5)
Mateja Vešnar	Maribor through history	Explore the cultural, political, and social evolution of Maribor. Through interactive field trips, workshops, and research projects,	MYP Ss



		students will uncover the layers of Maribor's past—from its medieval roots and industrial development to its experiences during World War II..	
Mateja Vešnar	Creative art	Explore your creativity through a wide range of artistic media. From painting, drawing, and collage to sculpture, students will experiment with different materials while expressing their ideas, emotions, and imagination.	PYP Ss (2-5)
Mateja Vešnar	Preparations for the English competition	Activity is designed to support students who are preparing to participate in an English language competition. The sessions will focus on building confidence and competence in key areas, including vocabulary, grammar, reading comprehension, listening skills, and writing.	MYP Ss
Dinka Fazlič	Mind & Motion Activities and Games	Looking for something that's fun, active and brain-boosting? Join our Mind & Motion after school programme. Each week, students will enjoy activities that combine movement, balance challenges, brain exercises, body-brain games. This program will help students strengthen focus, improve coordination, build confidence and develop teamwork skills - all while having fun!	MYP students



Maja Pihler Stermecki	Dance workshop	Let's wake up together and start the day with different styles of movement, from Musical theatre to Modern dance. And don't worry - if you can walk, you CAN dance!	PYP students
Tina Lešnik	e-Twinning	e-Twinning is a European community for schools that helps students and teachers connect with others across Europe. Through e-Twinning projects, you can work with classmates from different countries, share ideas, learn about new cultures, and practice foreign languages. It's a fun way to use technology, improve teamwork, and make friends while learning together.	MYP (6-10)
Marko Grobler	Song writing, Guitar lessons	Students will learn to play the guitar, from beginners level to advanced. They will also learn to write/create their own songs.	
Nika Klaneček	Garden to table club		
Katerina Malinova	BookKlub	Do you love reading? Or do you maybe wanna start reading more? This is the perfect opportunity for you! No specific genre required, just a book you're passionate about, you enjoy and you might like to introduce to your peers! We read one book per month, we create a poster about each and introduce it to everyone. Come with us into a fantasy world, for a summer romance or just	



		a fun adventure. Everyone is welcome!	
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10. OTHER SCHOOL ACTIVITIES

10.1. COMPETITIONS

Competitions have become an integral part of educational work. The main aim of all of them is to spread and deepen knowledge and to popularise it among young people. With the help of their mentors, students prepare for competitions in the social sciences, natural sciences, engineering, sports and entertainment. The mentor enters students who attend the competition preparation, actively participate in regular lessons and perform their duties in an exemplary manner. Students will prepare for competitions through extra-curricular activities and extra-curricular activities.

10.2. RESEARCH, COMPETITIONS, EXHIBITIONS, PERFORMANCES, WORKSHOPS AND PUBLIC PRESENTATIONS

We will enter well-known literary and art competitions, as well as others, if they are related to the curriculum and appeal to the students. We will organise and participate in various fund-raising and humanitarian actions. Students will perform at independent school events for parents, for first-year students, at the end of the school year, and on Remembrance Days and national holidays. They will also take part in children's and youth choirs' singing festivals, as well as in events at municipal, inter-municipal and regional level, and wherever we are invited as a school.

10.3. THE SCHOOL COMMUNITY

- The school community monitors and coordinates the activities of the students at the school - representatives of the departments discuss school life, departmental problems, plan various actions and measures. They pass on their decisions to the departmental communities.
- The school community will also carry out the activities of the various projects running at the school: the UNESCO School, the Eco-School, the Healthy School, the Cultural School, the Simbioza School, international cooperation.
- The School Community will meet once a month so that students are kept up to date with all the activities taking place at the school and are actively involved in what is happening.
- We will continue to do our best this school year:
- to foster good relationships and develop mutual support,
- observe the rules of good behaviour,



- separate waste, save energy,
- keep classrooms and corridors tidy,
- collecting old paper, plastic corks,
- help decorate the school premises in December,
- wishing the school staff a happy Christmas and New Year,
- motivate reading,
- get involved in school projects.

11. PROJECTS

In the 2025/2026 school year, we are participating in many projects:

Projekt	Vsebina	Vodja
LET'S LEARN TO SWIM	The knowledge of swimming has great national importance. Slovenian students have quite a few opportunities to learn to swim while growing up. Already in the first grade of elementary school, students are offered a 10-hour swimming course for adapting to the water as part of the Golden Sunshine project, in the third grade there is a mandatory 20-hour swimming course as part of the sports curriculum, a test of swimming knowledge in the sixth grade, and sports days with swimming content in the third educational period. The goal of the program is for all students at the end of elementary school to reach the criteria of a bronze dolphin, which means that all students are swimmers at the end of elementary school.	Maša RUS
KRPAN	The Krpan sports program is intended for students aged 9 to 11 years. The goal of the program is to enrich life with a variety of sports content in all seasons. The program is not a competition, but a game, the real goal is not winning a medal, but the activity itself. It is important to participate in the program and not to be productive, that's why the program is based in such a way that it is attractive and feasible even for the less capable. Performers must pay the most attention to the game and practice, which should be challenging and adapted to the student. The student should realize that with will and help it is possible to achieve many things, recognition should be an incentive for his progress. Upon joining the program, each student receives their own booklet, which accompanies them for three years. In the booklet they are recorded successfully completed assignments according to the program for 4th, 5th and 6th grade.	Lana ŽUPANEK
ECO SCHOOL	The school continues to operate according to the principles of the Eco School project as a way of life. This means the continuation of activities in the field of ecology. The project means presentation and action in terms of ecological treatment of nature and its environment. We will carry out collection campaigns of waste cooking oil and old paper, saved water and performed many other eco-activities.	
HEALTHY SCHOOL	The Slovenian network of healthy schools responds to problems related to the health of children and young people and implements proven programs for the promotion of health in the physical, mental, social and environmental areas of health for students, teachers and parents.	



	Goals of healthy schools: We will actively support the positive self-image of all students by showing that everyone can contribute to school life. We will take care of the all-round development of the good ones mutual relations between teachers and students, teachers with each other and students. We will do our best to make the school's social goals come true clearly teacher, student and parent. We will encourage all students to different activities, so that we will shape various motivations. We will use every opportunity to improve the school environment. We will take care of the development of good connections between the school, home and community. We will take care of the development of connections between primary and secondary schools. We will actively support the health and well-being of our teachers. We will take into account the fact that there are teachers and school staff an example of healthy behavior. We will take into account the complementary role that school nutrition has in the curriculum. We will cooperate with specialized services in the community, which can advise and help them in the field of children's and youth's health. We will establish a deeper relationship with the school health and dental services, that she will actively support them in the inclusion of health content in the curriculum. It is essential that the school includes health promotion in all aspects of everyday life, both in the syllabus and in the hidden syllabus.	
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E - TWINNING	e-Twinning is a community of European schools. It offers educators (teachers, principals, librarians, etc.) working in schools across Europe an online portal that allows them to connect, collaborate, develop projects, share experiences and much more. eTwinning promotes the cooperation of European schools through information and communication technologies (ICT) by providing support, tools and services that make it easier for schools to form short-term and long-term partnerships in any subject area. eTwinning also offers many online opportunities for free and continuous professional development of teachers.	Tina Lešnik
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INTERNATIONAL UNESCO SCHOOL	UNESCO began to connect schools (ASPnet, 1953) with the aim that through direct cooperation with peers from different backgrounds and cultures, young people would more effectively strengthen values that will consolidate peace among people, preserve the planet and sustainable and quality life on it. Slovenian ASPnet is a member of the international UNESCO school network, which includes around seven thousand nine hundred schools from one hundred and seventy-six countries. As of April 2012, the Slovenian network has 83 members, of which 24 have international status and 59 have national status, which was also obtained by our school.	Damijan ŠOŠTARIČ
CULTURAL SCHOOL	The Public Fund of the Republic of Slovenia for Cultural Activities annually calls for the acquisition of the title "cultural school", with which it wants to motivate schools to become focal points of cultural programs in the local environment and strengthen appropriate cultural education and creativity of young people in various artistic fields. Schools that have a diverse and high-quality cultural activity, in which a large number of students and teachers are involved, can apply. Cultural schools should regularly organize cultural events aimed at students and the wider local public and participate with their groups in various magazines, contests, festivals and competitions. The evaluation committee for the evaluation of the submitted applications concluded that we meet all the qualitative and quantitative conditions and awarded us the title "CULTURAL SCHOOL" for the period 2022-2026. In this and future school years as well, we will invite students to activities in various fields of cultural engagement (musical arts, theater, puppets, fine arts and photography, dance, literature, journalism, preservation of cultural heritage...), cultural activities will be properly listed and compete again for the title "cultural school"	Danijela KAJZER
FROM STAGE TO STAGE	A festival of elementary school theater activities will be organized again. The event will take place on the occasion of the Slovenian cultural holiday, this time a little later, on February 5th, 2025, on the school theater stage. With the festival, we want to bring the theater closer to students, so the school lobby will be transformed into a theater where students and visitors come to see theater performances. We will invite elementary school theater groups from all over Slovenia and abroad (Serbia, North Macedonia and Ukraine).	Iva Kladošek
GLOBE PROJECT	The GLOBE Program (Global Learning and Observations to Benefit the Environment) is an international science and education initiative	Maša Rus



	supported by NASA. It engages students and teachers in hands-on environmental investigations, focusing on areas like weather, water, soil, and ecosystems. By collecting and sharing real scientific data, students contribute to global research and learn how local observations help us understand Earth's systems. The program encourages inquiry, critical thinking, and global collaboration, helping students become environmentally aware and active global citizens.	
ENO PROJECT	Students develop a keen sense of recycling materials and produce fine art out of it. Every year they gather the materials from home or surroundings of the school and make an up-cycled art forms of different structures.	



12. ORGANISATION AND TASKS OF THE TEACHING STAFF

12.1. CONFERENCES IN THE SCHOOL YEAR 2025/2026

Parent- Teacher Conferences for the 2025/2026 school year

1st Joint Conference: 2nd September 2025, 1st Grade - 1st September 2025

2nd Joint Conference: 8th January 2026

3rd Joint Conference - 2nd PORTFOLIO NIGHT: 5th March 2026

Individual conferences

1. 2nd October 2025
2. 12th February 2025 (with poetry evening)(b/c national programme event Z odra na oder)
3. 2nd April 2026
4. 4th June 2026

1st Portfolio Night: 13th November 2025 (no individual parent-teacher meetings this month)

Christmas Market: 4th December (no individual parent-teacher meetings this month)

Open Day: 20th May 2026 (no individual parent-teacher meetings this month)

Collaborative planning and Teacher conferences

Collaborative planning will happen every week according to the schedule provided by the MYP and PYP coordinators. Weekly meetings are mandatory and meant for discussion and planning.

Individual subject-specific meetings are also scheduled according to the coordinators and individual PYP and MYP teachers to implement the curriculum. Each homeroom teacher has a weekly meeting with all the subject teachers in accordance with the development of individual students' progress..

Teacher conferences will be held once a month or, upon prior notice, on Mondays or Tuesdays.

Meetings of teachers

Aleksandra Šprah is the PYP representative and convenes a meeting once a month to discuss all daily activities and future projects. Urška Sedlar is the MYP representative and convenes a meeting once a month to discuss all daily activities and future projects.

12.2. TEACHERS' ASSEMBLY (ORGANISATION AND TASKS)

Teachers' Assembly, made up of teachers, counsellors and other professional staff, the homeroom teacher and the coordinators and Head of the department, will meet at conferences scheduled in the school calendar.

The Teachers' Assembly will meet at regular teaching and work conferences, weekly professional conferences, monthly professional conferences, and the departmental Teachers' Assembly at least once before the last evaluation conference. If necessary, the departmental teachers' assemblies will meet more than once.

The Teachers' Assembly discusses and decides on professional issues related to educational work, gives its opinion on the annual work plan, proposes the introduction of extra-standard and other programmes and activities, decides on educational measures and performs other tasks in accordance with the law.

12.3. HOMEROOM TEACHER'S RESPONSIBILITIES

The homeroom teacher guides the departmental community. Together with the students, he/she analyses the educational and learning results, takes care of the educational and learning problems of individual students, decides on educational measures, imposes certain educational measures and praises them. He/she shall direct the work of the departmental teachers' assembly and, in agreement with the school management, convene a departmental conference if the need arises.

Informs parents about the progress of students, the climate in the classroom, seeks and proposes new ways of working more closely with parents, students and the school.

Works closely with the school counselling service. She manages the departmental community hours and ensures that information about her students is entered accurately in the school's documentation.

Homeroom teachers in the school year 2025/2026:

Grade	Homeroom teacher
1.M	Maša Rus
2. M	Nika Klaneček
3.-5. M	Aleksandra Šprah
6. M	Tina Lešnik
7. M	Tina Lešnik
8. M	Urška Sedlar
9. M	Urška Sedlar

12.4. PROFESSIONAL BODIES (ORGANISATION AND TASKS)

The Professional Activity Group is responsible (independent and accountable to the head teacher) for issues related to a particular subject or subject area, and is a collective professional body in which the necessary synergies are created for the necessary work.

The expert group is the place:

- a place of shared learning for its members,
- exchange of experience,
- developing new ideas,
- a division of labour in which each individual contributes and receives the best,
- evaluating the goals they have set together.

The professional activity is an activity of professionalisation of the teacher's work. The basis for all the work of the professional group is the implementation of the educational process in accordance with the prescribed curriculum and the professional work that goes with it.

The tasks and competences of the professional group are laid down in Article 64 of the Act on the Organisation and Financing of Education and Training: 'The professional group of the school shall discuss the problems of the subject or subject area, coordinate the evaluation criteria, make suggestions to the teaching staff for improving the educational work, consider the comments of parents and students, and carry out other professional tasks laid down in the annual work plan.'

The most important task is to make the teaching and learning process meaningful, using methods and forms of work that

to enable students to participate as actively as possible in lessons.

The following professional bodies are active in the school year 2025/2026:

Community	Leader	Members
PYP Teachers' Community	Aleksandra Šprah	Maša Rus, Lana Županek, Nika Klaneček, Maja Pihler Stermecki, Mateja Vešnar,
MYP Teachers' Community	Urška Sedlar	Tina Lešnik, Danijela Kajzer, Nina Prelog, Mateja Vešnar, Natalija Anders, Dinka Fazlić, Maja Pihler Stermecki, Katerina Malinova,
English and Literature Community	Urška Sedlar	Tina Lešnik Mateja Vešnar Natalija Anders Marko Grobler Aleksandra Šprah Maša Rus
Mathematics	Dinka Fazlić	Aleksandra Šprah Maša Rus Nika Klaneček



Sciences	Katerina Malinova	Dinka Fazlič
IAS	Nina Prelog	Katerina Malinova
Arts	Danijela Kajzer	Mateja Vešnar, Nika Klaneček, Lana Županek
PHE	Mateja Vešnar	Lana Županek
Design	/	Dinka Fazlič (physics)
Afternoon Program Teachers' Activity		Marko Grobler, Katerina Malinova, Maja Pihler Stermecki
Personal project	Tina Lešnik	Natalija Anders
ATL	Tina Lešnik	Natalija Anders

12.5. TEACHERS (WORK COMMITMENT)

A teacher's work includes teaching and other forms of organised work with students, preparing for lessons, monitoring and documenting students' work, and other work necessary to achieve the educational programme.

Preparation for lessons includes:

- on-going content and methodological preparation,
- preparation of didactic aids.

Other work includes:

- cooperation with parents,
- participation in the school's professional bodies,
- performing the duties of a Homeroom teacher,
- organised professional training and development,
- collecting and processing data relating to the provision of educational and other
- educational work,



- mentoring students, students and post-secondary students, and working with schools and colleges that train professionals,
- mentoring trainees,
- setting up classrooms, collections, school workshops, gyms, playgrounds, etc,
- organising cultural, sporting and other general and humanitarian activities in which students participate,
- preparing and conducting excursions, trips, competitions, open-air schools, camps organised by the school, and - carrying out other tasks laid down in the annual work plan.

12.6. RESPONSIBILITIES OF THE PRINCIPAL

The principal is the pedagogical leader and the school's governing body. He/she represents and represents the institution and is responsible for the legality and professionalism of the institution's work. The principal may delegate individual tasks within his/her competence to an assistant headteacher or another school employee to cover for him/her in the absence of the headteacher.

The principal shall carry out the duties of pedagogical and managerial head of the establishment in accordance with the regulations, in particular however:

- organise, plan and manage the work of the school,
- draw up the school's development programme,
- drafting the annual work plan and ensuring that it is implemented,
- be responsible for ensuring that the rights of children and the rights and duties of students are fulfilled,
- direct the work of the teaching staff,
- drawing up a proposal for extra-standard programmes,
- promote the professional training and development of teaching staff,
- organising mentoring for trainees,
- attending and monitoring the educational work of teachers, and
- advise them,
- proposing the promotion of professional staff,
- deciding on the promotion of staff members to salary grades,
- monitor the work of the advisory service,
- ensure the cooperation of the institution with the parents or other legal representatives of students
- (parent-teacher conferences, speaking hours and other forms of cooperation),



- informs parents about the school's work and changes to students' rights and obligations,
- promote and monitor the work of the pupil community,
- decide on educational measures,
- enforcing decisions of the public authorities,
- represent and represent the school and be responsible for the legality of its work,
- determine the job classification system,
- deciding on the conclusion of employment relationships and the disciplinary responsibility of staff,
- ensuring the school's cooperation with the school health service,
- perform other duties in accordance with laws and regulations

12.7. HEAD OF THE INTERNATIONAL DEPARTMENT

The Head of the International Department assists the Principal in carrying out teaching and management tasks. He/she shall carry out the duties delegated to him/her in writing by the Principal and shall deputise for him/her in his/her absence.

The Head of the International Department is responsible for the leadership, management and development of the International Programme, demonstrating a deep understanding of the IB mission and the IB student profile. The Head articulates the vision and mission of the International Programme to different groups in the school community and promotes its programmes within and outside the institution; supports teachers in their professional research and professional development process. She/he develops, reviews and monitors policies on teaching, learning, assessment, homework, testing and inclusion. Ensures high standards of the academic programme by working directly with all departments and teachers, respecting the abilities of each student.

THE SCHOOL COUNSELLOR:

- keeps teachers and parents up-to-date with new developments in their field;
- advises and assists teachers/educators in their work with students or parents in need of learning support
- and educational support;
- provides other forms of social assistance;
- participates in vocational guidance and informs students about vocational and secondary education
- informs about vocational and secondary education programmes;
- collects documentation and sends applications for secondary school enrolment to the Ministry;



- informs students about scholarship opportunities;
- covers for a temporarily absent professional staff member;
- keeps records of counselling work in accordance with the rules on the protection of personal data;
- carries out other work and tasks as directed by the head teacher in accordance with the regulations.

The school counselling service is also responsible for monitoring the daily life and work of the school, helping students with problems, ensuring the well-being of the school, ensuring a safe and supportive environment, and respecting house rules and school rules. In the process of schooling, the task is to enrol children, admit and induct them into the school and monitor them in school.

Career guidance is a specific task of the school guidance service in the transition of children to secondary education through career guidance, information and counselling. The School Counselling Service provides various forms of support and assistance to students whose physical, personal and social development is at risk due to the socio-economic hardship of their family (subsidised meals, subsidised holidays, help with the costs of nature schools, excursions, school supplies, etc.). It coordinates work with gifted students, students with special needs and students with learning difficulties.

12.8. SCHOOL LIBRARY TASKS

The librarian's tasks are:

- Acquisition and professional library processing of library materials, covering all subject areas,
- continuing the entry of library materials and textbooks into the COBISS system,
- maintaining statistics and other documentation on library materials, usage and borrowing, and maintaining documentation on the reading badge and compiling recommendation lists for the reading badge,
- reviewing the core stock of books on an ongoing basis and ensuring that out-of-date, damaged books are written off
- and monitoring new developments on the book market,
- cooperating with teachers and other school staff and with bookshops and publishers, -
- drawing up an annual work plan,
- designing the annual preparation for KIZ (library information skills) lessons,
- informing library users about current events in the field of the school library



- updating and updating the information on the Leon Štukelj Maribor Primary School website for school library,
- contributing to and publishing articles in the school newsletter.

Teaching work

- Individual bibliopedagogical work on loan:
- ❖ Motivating students and other users of the school library to read and to use the library, its materials and information resources independently,
- ❖ advising and assisting library users in the selection of works of fiction and specialist literature,
- ❖ encouraging students to take part in the Reading Badge and other activities in connection with it.

Bibliopedagogical work with departments and classes:

- Teaching sessions with departments and preparation for Library Information Skills (LIS), carried out in the framework of cross-curricular integration with different subject areas in teamwork with teachers,
- organising and preparing book exhibitions and new books.

Cooperation with school staff and external institutions:

- Informing colleagues about library-related book and other innovations (e.g. COBISS),
- organising (mentoring) reading for the reading badge,
- participation in pedagogical and other conferences,
- cooperation with other librarians of central school libraries and with the Maribor Library, and
- other general libraries,
- cooperation with the Reading Badge Association of Slovenia.

Professional development:

- within the school, professional activities, study groups, seminars, online lectures, etc,
- in the framework of the Slovenian Institute of Education and Sport, the National University Library, the Federation of Slovenian Librarians' Associations and others.

Other tasks:

- coordinating for the Reading Badge,
- managing the textbook fund,
- participation in the organisation of science, culture and sports days,
- Participation in parent-teacher meetings and Parent Council meetings, if necessary.

12.9. TRAINING FOR PROFESSIONAL AND OTHER STAFF

We're a learning community, which means all the professional development is conducted either a formal IB platform or individual professional developments sought out by individual teachers. There are workshops during our collaborative planning meetings as well as Teacher Conferences. Each teacher involved in the IB programme needs to go through the Cat.1 training in their own subject specific area.

A framework plan for group training for teachers and practitioners:

- 21. 8. 2025 - Teacher training under the mentorship of Ms. Irena Šteblaj
- 2.-5. 10. 2025 - IB/ InThinking: Physical and Health Education, Berlin, Mateja Vešnar
- 1.10. - 29. 10. 2025- IB MYP online workshop (Mathematics, Design, Arts, Science, Language Acquisition)
- 23.-25.10. -IBO World Conference (Hague), Natalija Anders, Tina Lešnik
- 4.-5. 11.- Pozitivna disciplina (Žalec), homeroom teachers

12.10. OBSERVATION LESSONS

An ongoing learning and teaching observations are carried out through each school year. The observation lessons are part of our collaborative learning environment and produce further feed-forward and information for the individual teachers. Those observation lessons are carried out in a set schedule and with these responsibilities:

- Each teacher willing to observe needs to meet prior to the lesson to discuss what will be observed in the lesson. After the observation lesson they provide feedback in a set meeting to the teacher whose lesson they observed.
- Teacher whose lesson was observed needs to provide information in regards with the concepts of teaching and lesson plan before the actual lesson observation. Later the teacher needs to meet with all of the teachers/observers in a set meeting to discuss how the lesson and different strategies were implemented.

Teacher	Lesson and date	Observers
Nina Prelog	11. 2025, 3. lesson(History M6-7)	Tina Lešnik
Tina Lešnik	19. 11. 2025, 1. Lesson(English and Literature M6-7)	Mateja Vešnar, Mirko Škundrič
Nina Prelog	8. 12. 2025, 7.lesson(Geography 6-7M)	

13. HEALTH CARE AND CAREER GUIDANCE

13.1. STUDENT NUTRITION



Meal planning takes into account the nutritional norms and recommendations for healthy eating for students. The school's food policy aims to develop good eating habits in students and to encourage an active attitude towards healthy food. We aim to offer as much variety as possible and encourage students to try foods and dishes that they may not find appealing. We promote healthy eating and food culture at school through various activities (Traditional Slovenian Breakfast, School Fruit Scheme, nutrition talks in class, surveys, etc.).
...).

Students can order morning snack and lunch at school, and students in Afternoon programme can also order an afternoon snack. Dietary meals are also provided within the limits of our capacities. Dietary allowance is requested by parents on the basis of a certificate from the attending doctor or specialist and a menu prescribed by the profession. Parents must provide a new medical certificate for each school year or change in the health of the students during the year.

The daily absence of the child is taken into account when calculating snacks and lunches. Receipts must be paid by the due date, which is always the 18th of the month. At the beginning of the school year, parents sign the school meal registration form, which sets out the rules and the agreement on mutual cooperation.

School meals are planned and monitored by the kitchen manager Andreja Robič, the school nutrition manager Kaja Trlep and the assistant head of the national department Blaž Bevc.

Students are identified with a card at lunch. Students who have lunch on certain days are also given a card which is used to keep a record of the number of meals taken.

If a student forgets his/her card, he/she goes to the office to get a receipt for lunch. If the child loses the card, the cost of buying and making a new one is EUR 3.

Each class is responsible for cleaning the dining room after lunch (wiping tables, putting chairs away). The cleanliness is ensured by the students on duty in each class.

Price list of school meals (do 30. 9. 2023):

MEAL	PRICE
BREAKFAST	0,70 EUR
SNACK	1,10 EUR
SMALL LUNCH (1.-5. grade)	1,60 EUR
BIG LUNCH (6.-10. grade)	1,90 EUR
AFTERNOON SNACK	0,60 EUR

School meals price list (od 1. 10. 2025):

MEAL	PRICE	ECONOMY PRICE
breakfast	0,70 EUR	
snack	1,10 EUR	
small lunch	1,90 EUR	3,40 EUR



big lunch	2,20 EUR	3,70 EUR
afternoon snack	0,70 EUR	

13.2. HEALTH CARE FOR STUDENTS

Cooperation with the health service is based on:

- a compulsory preventive healthcare programme for students,
- a health education programme,
- a dental care programme.

The purpose of the systematic preventive check-ups is to monitor students' health, assess their physical and mental development and identify any deviations, as well as to detect unhealthy lifestyle habits.

The following checks are carried out:

- preventive health checks for students in Years 1, 3, 6 and 8,
- dedicated preventive examinations if a systematic examination reveals a deviation from normal and more frequent follow-up of the students is necessary,

Of great importance for our students is the preventive dental education, where we cooperate with the Dr Adolf Drolc Health Centre Maribor. We teach our students about proper dental care and protection. Basic dental care is provided through the school dental clinic.

13.3. TRAFFIC SAFETY

Student safety is one of the most challenging and important tasks, as students are often exposed to the dangers of traffic. It is important that children, parents and all those responsible for the education of children are well informed about traffic, that they are able to give advice to children and that they are familiar with safe routes to school. Children need special attention and care in road traffic, as their physical and mental abilities do not allow them to participate fully independently in traffic. At the beginning of the school year, students are informed of the school route plan. On the first days of September, a police officer is stationed at the pedestrian crossing to ensure that primary school children cross safely. The school route plan is updated and changes are made regularly.

All teaching staff are responsible for traffic safety in the school grounds, on activity days and in the wider area. Activities are carefully planned. We teach students about safe routes, road safety. We make sure we are visible in traffic

Traffic safety is partly included in the curriculum of grades 3 and 4, and there is a need for traffic education in grades 1 and 2, which will be provided by homeroom teachers and teachers in the



afternoon programme. Each year, students in the lower grades take part in projects organised by the Ministry of the Interior or the Council for Road Traffic Prevention and Education. In September, Maribor Police Station staff monitor students' arrival at school and traffic around the school, organise a lecture for Year 1 students and parents, and raise students awareness of caution and road safety with a suitable campaign during Road Safety Week. The road safety also includes the successful completion of the cycling test in grade 5 of the nine-year cycle school.

13.4. CAREER GUIDANCE (optional)

A school pedagogue provides students in Year 9 and Year 10 with information on factors influencing career choices, secondary schools and their programmes, and signposts them to institutions where they can find out more about career interests, studying abroad and other ways of gaining knowledge. The school also runs a number of workshops where students learn more about themselves, their interests, motives and the strengths needed to pursue certain careers. The psychologist helps students to discover their potential and interests and motivates them to think about future careers.

In Grade 10, the school pedagogue is actively involved in the counselling process in choosing the appropriate programme, providing all up-to-date information and assisting in the guidance of students. Students and their parents have the opportunity to have individual discussions about different options for further education, additional training and the development of the students areas of strength.

13.5. HEALTH PROMOTION

FOR EMPLOYEES

Too often we realise how important it is for our psycho-physical well-being to be relaxed, motivated and, above all, healthy at work. Health is the basis for a good and successful life and work. Maintaining and improving the health of our employees is therefore worthwhile, because only healthy and happy employees who work in a safe and supportive work environment are more productive and creative, less likely to fall ill and less likely to take sick leave.

Workplace health promotion is a joint effort between employers, workers and society to improve people's health and well-being at work.

This is achieved through a combination of:

- improving the organisation of work and the working environment,
- encouraging employees to take an active part in activities to protect and promote health,
- enabling healthy lifestyle choices; and
- encouraging personal development.

The aim of health promotion at the workplace is to prevent or reduce the consequences of psychosocial risks in the workplace.



FOR STUDENTS:

- Health promotion for students is promoted through the following activities:
- lectures for students and parents,
- Dental smears (once a month for students in the classroom),
- Clean Teeth campaign (all year round for students in the classroom),
- health care (science days),
- AIDS, drugs and alcohol, sexuality ... (science days and lectures for students in the following subjects),
- basic resuscitation procedures (activity carried out in cooperation with students from the Faculty of Medicine
- MB),
- Healthy eating (breakfast, snack, lunch, afternoon snack, Traditional Slovenian breakfast,
- School Fruit, Vegetable and Milk Scheme),
- systematic check-ups (dental and general).



14. STATUS OF AN ATHLETE OR ARTIST

A school may grant a student prospective athlete status, elite athlete status, promising young artist, and top young artist status.

The application for this status, together with any attachments, must be made by the students' parents on the prescribed form and submitted to the students' class teacher by 30 September of the current school year.

The status is normally granted to the pupil in the second and third educational periods. The school grants the status to the pupil for the current school year. The committee for verifying the eligibility for the status shall be composed of the sports teacher, the music or fine arts teacher, the class teacher and the counsellor. The principal shall decide on the assignment by a decision. Before making a decision, the head teacher shall obtain the opinion of the departmental teaching staff.

The pupil with the status shall have his/her school obligations adjusted. The adjustment of school obligations shall be regulated by a written agreement between the school and the parents. Adjustments shall be made to attendance at lessons and other activities and to the methods and timetables for assessment.

A pupil's status ceases at the request of the pupil and his/her parents, at the end of the period for which it was granted, if the reasons for which it was granted cease to exist, or if he/she is no longer a pupil of the school at which he/she acquired the status, or if the status is withdrawn. If the pupil fails to fulfil the obligations laid down in the agreement or for breach of his/her duties under the law and the rules of the school, the school may suspend or withdraw his/her status temporarily or permanently on the proposal of the class teacher or the teachers' assembly. The pupil's status may be suspended. Parents may propose the suspension of the status in the event of injury or other health problems. The granting, withdrawal and suspension of the status shall be decided by a decision of the Principal.

15. COLLABORATION WITH PARENTS

15.1. PARENTS' COUNCIL

The Parents' Council is organised to ensure that parents' interests are pursued in an organised way. Each grade of the school has one representative on the Parent Council, elected by parents at the first parents' meeting. The Parents' Council meets as necessary, but at least twice a year. The Parent Council shall be convened and chaired by a chairperson elected by the members of the Council at its first meeting. The first convocation of the Parent Council shall be made by the Head of the school.

The President of the Parent Council for the school year 2025/2026 was elected by the representatives at the



first meeting of the Parent Council convened by the Head of the school. The president of the International parents' council is then also a member of the whole school's council as a representative of the International Department.

Responsibilities of the Parent Council of the entire school (national and international department):

- propose extra-standard programmes,
- gives its consent to the principal's proposal for extra-standard services,
- participates in the drafting of the kindergarten/school development programme, the educational plan, the school rules and regulations, and gives an opinion on the annual work plan,
- give an opinion on the candidates who meet the conditions for the post of head teacher,
- discuss reports by the head teacher on educational issues,
- considers complaints from parents concerning educational work,
- elect parents' representatives to the school council and other school bodies;
- may adopt its own programme of work of cooperation with the school, in particular as regards involvement in the local school environment;
- may, in agreement with the school management, set up or form working groups,
- carry out other tasks in accordance with the law and other regulations

15.2. PARENTS' MEETINGS, PARENT-TEACHER CONFERENCES

Information about the school's work and children's academic performance is available to parents at individual parent-teacher conferences and joint parent-teacher conferences.

We want our communication to be as friendly, open and effective as possible. In the event of problems or difficulties for children, or if there is confusion or disagreement with the actions of the teachers, parents should first speak to the teacher concerned. If they are unable to resolve the issue, they should ask to speak to the Homeroom teacher, the school counselling service or the school management. Any notices that the school wishes to give to parents will be sent by email or in writing via the children.

Parents/guardians may also contact teachers and other staff by e-mail; e-mail addresses are published on the school website. They can also write to the school email address osleonastuklja@guest.arnes.si, prefacing the message with the person to whom it is addressed. The official email addresses of the employees of the Leon Štukelj Primary School Maribor are: ime.priimek@os-leon.si. E.g. natalija.anders@os-leon.si.

You can also come to talk to teachers during morning parent-teacher individual conferences. The timetable will be published on the school's website and in Parent's Agenda.



Parents' meetings

Parent- Teacher Conferences for the 2025/2026 school year

Parent- Teacher Conferences for the 2025/2026 school year

1st Joint Conference: 2nd September 2025, 1st Grade - 1st September 2025

2nd Joint Conference: 8th January 2026

3rd Joint Conference - 2nd PORTFOLIO NIGHT: 5th March 2026

Individual conferences

5. 2nd October 2025
6. 12th February 2025 (with poetry evening)(b/c national programme event Z odra na oder)
7. 2nd April 2026
8. 4th June 2026

1st Portfolio Night: 13th November 2025 (no individual parent-teacher meetings this month)

Christmas Market: 4th December (no individual parent-teacher meetings this month)

Open Day: 20th May 2026 (no individual parent-teacher meetings this month)

Parents will be sent invitations to parent-teacher conferences by email.

Individual parent-teacher conferences

Individual Parent-teacher conferences are held on the first working Thursday of the month at 17.00.



16. INTEGRATION AND COOPERATION WITH THE IB COMMUNITY

16.1. STUDY VISITS

Every school year there is a planned visit to other IB schools around Europe. This is to connect and collaborate with the wide IB community and also to empower teachers and students doing well in the IB programme. Those expenses are covered within the school fees.

16.2. PARENT VOLUNTEERING

Cooperation includes:

-
- guiding children into a tailor-made education programme and additional professional support,
- national examinations at the end of the second and third trimesters,
- the work of subject-specific teacher study groups for the classroom, RAP, the advisory service and homeroom teachers,
- advisory work during school inspections, as agreed with the Education Service of the Republic of Slovenia,
- occasional advisory services,
- organization of thematic conferences for teachers and practitioners.

16.3. COOPERATION WITH THE MUNICIPALITY OF MARIBOR AND THE NOVA VAS DISTRICT

Cooperation takes place in all areas of the school's work and life. We give priority to:

- Improving the working conditions of the school,
- investment maintenance of the facilities needed for primary school activities,
- environmental protection and clean-up actions (science club, work campaigns),
- traffic safety,
- social problem students (subsidized meals and holidays),
- solving students' social problems (school community of students),
- the school provides a suitable venue for elections and referendums,
- participation in municipal events and celebrations,
- organizing activity days.

16.4. COOPERATION WITH SPORTS ASSOCIATIONS

Students from our school also participate in various sports clubs in the local area and beyond. The school cooperates with them to provide exercise facilities in the school gym. The school will give the opportunity to showcase clubs that are new to the activity and want to attract students from our school to join their ranks.

17. Priority tasks for the school

Priority tasks remains a priority for our schools. We will continue to keep costs to parents as low as possible and the breadth and variety of activities will not be compromised.

We will maintain the activities of the UNESCO School, Eco-School as a Way of Life, Healthy School, Symbiosis School and Cultural School projects.

In the 2025/26 school year, we are planning lesson observations between teachers, which will focus on cross-curricular integration. After the observations, an evaluation of the lessons will be carried out.

Maintaining the health of students, staff and all those involved with the school will be a key priority for our school in the 2025/26 school year. We will follow the recommendations of the National Institute of Public Health, the Institute of Education and the Ministry of Education.



We are a part of the development team of the Leon Štukelj School which means we have one representative in each part of the developmental team:

- Learning and Pedagogical team: Mateja Vešnar
- Local community collaboration team: Maja Pihler Stermecki
- Development and innovation team: Tina Lešnik
- Care for the environment and sustainable development team: Aleksandra Šprah
- Promotion and Image of the school team: Nika Klaneček

18. SPACE CAPACITY, RENOVATION WORKS AND MAINTENANCE

18.1. SPATIAL CAPACITY

In the school year 2025/26, we will have 1 class in each grade, which is in line with the Ordinance on the Conditions for Establishing Public Schools, together with the national department with 2 classes in grade this school is then a 3 classes school altogether.

The internal facilities are good; however, due to the curriculum all classes are occupied most of the time. The outdoor play and sports areas are new and will provide further space for availability of classes in PHE. In order to ensure that students get enough exercise and adequate outdoor physical education in good weather, the outdoor sports areas and the outdoor classroom are used from time to time.

	Net internal area	Of which for sports education
Square metres	4703	701

	External - routes	External - Plantations, lawns	Sports pitches - asphalt	Sports pitches - grass	Other
Square metres	3454	14572	658	7200	342

18.2. RENOVATION AND MAINTENANCE WORK

We will take care of minor emergency repairs in classrooms, corridors, cloakrooms and the school playground. We will regularly inform the relevant departments at the Municipality of Maribor about the need for major investment and maintenance interventions. Renovation works financed by the Municipality of Maribor are usually carried out during school holidays, while maintenance works are carried out throughout the year.

The music room floor is in need of renovation as the parquet floor is currently in a very poor condition. In the school year 2025/2026, the walls have been repainted and the library has been rewalled as to set in enough space for the class of international department.

Together with the Municipality of Maribor, we are in the process of negotiating and preparing the project assignment for the extension of the Leon Štukelj Maribor Primary School (sports areas, expansion of



school premises), as this is necessary for the launch of the International School at the Leon Štukelj Maribor Primary School. We will ask the Municipality of Maribor, as the founder and owner, to finance the activities.

19. MONITORING AND IMPLEMENTATION OF THE ANNUAL WORK PROGRAMME THE ANNUAL WORK PROGRAMME

The implementation of the annual work plan will be communicated to the School Council and the Parent Council at regular meetings with the school management.

The implementation of the annual work plan is monitored and analysed on a monthly basis at the pedagogical conferences and by all the planning bodies of the school. They are obliged to bring to the attention of the School Council and the Head of School any obstacles that prevent the implementation of major tasks. The head teacher shall report to the school council at least twice a year on the implementation of the annual work plan.

A comprehensive review and analysis will be made at the end of the school year in the Annual Report of the School. The Annual Work Plan was discussed and adopted at the School Council meeting on 21st October 2025, with 5 members present: Sladjan Dujić, Alda Derenčin Ambrož, Molly Michalowski, Martin Michalowski and the head of the school Natalija Anders.