



Manual de Boas-vindas

Welcome guide

स्वागत पुस्तिका

স্বাগতম নির্দেশিকা

دليل الترحيب

Students and Families,

Welcome to the Emídio Navarro School Cluster!

Our schools welcome all children and young people, from the ages of 3 to 18, who are eager to learn and grow in a positive environment where everyone is valued and belongs. Our teachers and staff are here to welcome you, support you, and help you achieve academic success, become responsible citizens, and be happy. Together, we can achieve more.

In this guide, you will find information about how our schools operate and the services available to support you throughout this exciting journey.

See you soon!

1. School Calendar

The school year usually begins in mid-September and ends in June of the following calendar year.

At the Emídio Navarro School Cluster, the school year is divided into two semesters, with breaks for Christmas, Carnival, and Easter .

2. How is the Education System Organised in Portugal?

The Portuguese education system is regulated by the State through the Ministry of Education, Science and Innovation and is organised into three levels: basic education, secondary education, and higher education.

Compulsory education begins at the age of 6 and continues until students complete Year 12 or reach the age of 18, whichever comes first.

Pre-school Education

Pre-school education is the first stage of the education system and is intended for children aged 3 until they begin compulsory schooling. Although attendance is not compulsory, it is strongly encouraged.

Basic Education

Basic education covers Years 1 to 9. It is compulsory and is divided into three cycles, providing all students with a common general education over nine years.

- 1st Cycle: Years 1 to 4
- 2nd Cycle: Years 5 and 6
- 3rd Cycle: Years 7 to 9

Secondary Education

Secondary education covers Years 10 to 12.

After completing basic education, students may choose from different educational pathways according to their interests and future goals, preparing them either for employment or for higher education. Attendance is compulsory until students complete secondary education or reach the age of 18.

Students may choose between:

- Scientific-Humanistic Courses: These prepare students for university and include areas such as Science and Technology, Languages and Humanities, Socioeconomic Sciences, and Visual Arts.
- Vocational Courses: These provide technical and vocational training, with a stronger focus on preparing students for the labour market, while also allowing access to higher education.

Higher Education

Admission to public higher education is through the National Higher Education Admission Competition after students have completed secondary education and taken the national examinations.

Applications are submitted online and are based on a combination of the student's final secondary school average and their national examination results.

3. Who We Are

The Emídio Navarro School Cluster (AEEN) comprises seven schools, welcoming children and young people from pre-school through to Year 12. The schools are located in the municipality of Almada, across the areas of Almada, Cacilhas and Cova da Piedade. Our mission is to contribute to the education of children and young people by helping them become critical, active and responsible citizens who understand both their rights and responsibilities in society. We believe that high-quality learning is built on commitment, cooperation, tolerance, inclusion, and effective communication among all members of the school community.

Schools

J.I. Almada

Pre-school Education

Services:

- Family Support and Enrichment Activities (AAAF)

Opening Hours

- Educational Activities: 9:00 a.m. – 3:30 p.m.
- School Canteen: 12:00 p.m. – 1:30 p.m.
- AAAF: 7:30 a.m. – 9:00 a.m.; 3:30 p.m. – 7:00 p.m.

Address: Rua Dom João de Portugal, 2800-109 Almada

Telephone: +351 212 746 641

Almada Primary School

Primary Education (Years 1–4)

Services:

- Family Support Programme (CAF)

Curricular Enrichment Activities (AEC):

- Body, Mind and Thinking (Physical Education and Dance)
- Creative Expression (Visual Arts and Traditional Games)
- Music Laboratory

Opening Hours

- Educational Activities: 9:00 a.m. – 3:30 p.m.
- School Canteen: 1:00 p.m. – 2:30 p.m.
- AEC: 4:00 p.m. – 5:00 p.m.
- CAF: 7:30 a.m. – 7:30 p.m.

Address: Rua Dona Maria da Silva, 2800-121 Almada

Telephone: +351 212 760 787

Cataventos da Paz Primary School

Pre-school Education and Primary Education (Years 1–4)

Services:

- Family Support and Enrichment Activities (AAAF) – Pre-school
- Family Support Programme (CAF) – Primary
- Curricular Enrichment Activities (AEC) – Primary
- Learning Support Centre for Students with Special Educational Needs (including students on the autism spectrum) – Primary

Opening Hours

- Educational Activities: 9:00 a.m. – 3:30 p.m.
- CAF: 7:30 a.m. – 9:00 a.m.; 5:00 p.m. – 7:00 p.m.
- AAAF: 7:30 a.m. – 9:00 a.m.; 3:30 p.m. – 7:00 p.m.
- AEC: 4:00 p.m. – 5:00 p.m.

Address: Rua Irene Lisboa, 2800-600 Almada

Telephone: +351 212 746 106

Cova da Piedade Primary School

Pre-school Education and Primary Education (Years 1–4)

Services:

- Family Support and Enrichment Activities (AAAF) – Pre-school
- Family Support Programme (CAF) – Pre-school
- Curricular Enrichment Activities (AEC) – Primary

AEC Activities

- Body, Mind and Thinking (Physical Education and Dance)
- Creative Expression (Visual Arts and Traditional Games)
- Environment and Citizenship

Opening Hours

- Educational Activities: 9:00 a.m. – 3:30 p.m.
- School Canteen:
Pre-school: 12:00 p.m. – 1:30 p.m.
Primary: 1:00 p.m. – 2:30 p.m.
- CAF: 7:30 a.m. – 9:00 a.m.; 5:00 p.m. – 7:00 p.m.
- AAAF: 7:30 a.m. – 9:00 a.m.; 3:30 p.m. – 7:00 p.m.
- AEC: 4:00 p.m. – 5:00 p.m.

Address: Rua de Angola, 2800-327 Almada

Telephone: +351 212 752 996

Cova da Piedade 3 Primary School

Primary Education (Years 1–4)

Services:

- Family Support Programme (CAF)

Curricular Enrichment Activities (AEC)

- Experimental Sciences
- Visual Arts
- Drama
- Physical Education and Sports

Opening Hours

- Educational Activities: 9:00 a.m. – 3:30 p.m.
- School Canteen: 1:00 p.m. – 2:30 p.m.
- AEC: 4:00 p.m. – 5:00 p.m.
- CAF: 7:30 a.m. – 7:30 p.m.

Address: Rua dos Caranguejais, 2805-012 Almada

Telephone: +351 212 752 996

Dom António da Costa School

Pre-school Education

Basic Education (Years 1–9)

Curricular Enrichment Activities (AEC) – Primary

- Physical Education
- Drama
- Music
- Visual Arts

Specialised Arts Programmes (Articulated Scheme)

- Basic Music Course in partnership with the Almada Music Academy and the Almada Conservatory of Performing Arts
- Basic Dance Course in partnership with the Almada Dance Company
- Basic Theatre Course in partnership with the Almada Conservatory of Performing Arts

Opening Hours

- Educational Activities: *(according to each class timetable)*
- School Canteen: 12:00 p.m. – 2:50 p.m.
- School Café: 8:15 a.m. – 2:00 p.m.; 3:00 p.m. – 5:30 p.m.
- AEC: 4:00 p.m. – 5:00 p.m.

Address: Avenida Professor Egas Moniz, 2804-503 Almada

Telephone: +351 212 723 600

Emídio Navarro Secondary School

Lower Secondary Education (Years 7–9)

Secondary Education (Years 10–12)

Scientific-Humanistic Courses

- Visual Arts
- Science and Technology
- Languages and Humanities
- Economics and Social Sciences

Vocational Courses

- Electronics, Automation and Computers
- Mechatronics
- Automotive Mechatronics

- Electronics, Automation and Control
Specialised Arts Programme (Music and Dance, Acting)

Opening Hours

- School: 8:00 a.m. – 6:00 p.m.
- School Canteen: 12:00 p.m. – 2:00 p.m.
- School Café: 8:45 a.m. – 12:00 p.m.; 1:45 p.m. – 5:30 p.m.

Address: Avenida Rainha D. Leonor, 2809-009 Almada

Telephone: +351 212 721 210

Important: Enrolment in Curricular Enrichment Activities (AEC), Family Support and Enrichment Activities (AAAF), and the Family Support Programme (CAF) is optional and depends entirely on each family's needs and preferences.

b. Contacts and Office Hours of the School Cluster's Administrative Services

The administrative office is located at Emídio Navarro Secondary School. Students, parents/legal guardians, and families may contact the office whenever they need assistance or information regarding enrolment, student cards, school meals, public transport (Navegante) cards, school financial support, and other administrative matters.

Administrative Office Opening Hours:

- In person: Mondays, Tuesdays, Thursdays, and Fridays from 9:30 a.m. to 12:45 p.m. and from 2:00 p.m. to 4:00 p.m.; Wednesdays from 9:30 a.m. to 12:45 p.m.
- By telephone: 9:30 a.m. to 12:45 p.m. and 2:00 p.m. to 4:30 p.m.
- Email: geral@aeen.pt

4. Who Are We?

Across the seven schools that make up the School Cluster, there are 2,696 students representing 37 nationalities (figure currently being updated).

The students come from the following countries:

Germany, Angola, Argentina, Bangladesh, Belgium, Belarus, Brazil, Cabo Verde, China, Colombia, Cuba, Egypt, United Arab Emirates, Spain, United States of America, France, Greece, Guinea, Guinea-Bissau, India, Italy, Mozambique, Moldova, Nepal, Pakistan, Peru, Poland, Portugal, United Kingdom, Czech Republic, Romania, Russia, São Tomé and Príncipe, Ukraine, Uruguay, and Venezuela.

The School Cluster also employs:

- 251 teachers
- 74 operational assistants (support staff)
- 3 psychologists
- 1 social worker
- 1 linguistic and cultural mediator

5. School Social Support (ASE)

The School Social Support Programme (ASE – *Ação Social Escolar*) provides financial assistance to eligible students to help cover expenses such as school meals, educational materials and textbooks, school trips, extracurricular activities (AEC), and school transport.

Eligibility depends on the household's income and is divided into three support levels (A, B, and C), based on the family's child benefit category.

A household is defined as the group of people who live together and share the same home and household expenses.

All students attending public schools in Portugal, from pre-school through Year 12, are entitled to apply for ASE support.

Applications should normally be submitted at the beginning of the school year. However, if this is not possible, parents or legal guardians may apply later by contacting the school administrative office or the School Cluster's social worker through the main telephone number of Emídio Navarro Secondary School.

For pre-school and primary school (Years 1–4) students, parents or legal guardians can submit the application through the SIGA online platform.

For students in lower secondary (Years 5–9) and upper secondary education (Years 10–12), applications must be made at the administrative office. Applicants will be asked to provide proof of their child benefit category and complete an application form requesting financial support.

In addition to receiving free textbooks, students eligible for ASE who attend Years 1–6 are also entitled to receive a school materials kit provided by the Municipality of Almada (see the table below).

a. Financial Support Available

School Level	Support Level (ASE)	Cost per School Meal	Annual Study Visit Support	School Materials Support	Other Support (Workbook Books)
Pre-school	A	€0.00	—	—	—
	B	€0.73	—	—	—
Primary School (Years 1–2)	A	€0.00	€20	School materials kits provided by the Municipality of Almada	€20
	B	€0.73	€10	School materials kits provided by the Municipality of Almada	€10
Primary School (Years 3–4)	A	€0.00	€20	School materials kits provided by the Municipality of Almada	€30
	B	€0.73	€10	School materials kits provided by the Municipality of Almada	€15
Lower Secondary (Years 5–9) and Upper Secondary (Years 10–12)	A	€0.00	€20	€16 credit to be used at the school stationery shop	—
	B	€0.73	€10	€8 credit to be used at the school stationery shop	—

Students in lower secondary (Years 7–9) and upper secondary education (Years 10–12) who are eligible for **ASE** receive a discount on the purchase of school materials from the school's stationery shop/printing centre.

This support is credited directly to their school card, which can be used to pay for eligible school supplies.

b. School Transport

All students are entitled to free travel on public transport (buses, ferries, metro, and trains) throughout the Lisbon Metropolitan Area, which includes the municipalities of Alcochete, Almada, Amadora, Barreiro, Cascais, Lisbon, Loures, Mafra, Moita, Montijo, Odivelas, Oeiras, Palmela, Seixal, Sesimbra, Setúbal, Sintra, and Vila Franca de Xira.

To benefit from this scheme, students must have a Navegante School Card (*Cartão Navegante Escola*), commonly referred to as a travel pass.

When a student enrolls in the Emídio Navarro School Cluster, the school administrative office submits the online application on the student's behalf. The Navegante School Card is then issued and delivered to the student.

Families may also apply for the Navegante Family Pass, which costs €80 per month for unlimited travel throughout the Lisbon Metropolitan Area or €60 per month for travel within a single municipality. All members of the family can travel with this pass.

To apply, families must:

- have their tax residence within the Lisbon Metropolitan Area;
- hold a valid Lisboa Viva/Navegante card;
- provide a certificate confirming the members of the household, which can be obtained through the Portuguese Tax Authority Portal (Portal das Finanças) under: *All Services* → *Relevant Personal Data* → *Household Information*.

In addition to providing free access to public transport, the Navegante School Card also grants free admission to EGEAC museums and monuments in the municipality of Lisbon.

c. Adapted School Transport

Students with special educational needs who are unable, for documented medical or educational reasons, to use public transport may apply for adapted school transport through the SIGA online platform.

This service is provided free of charge to eligible families

d. School Meals

All pre-school and primary schools (Years 1–4) within the School Cluster have a school canteen where students have lunch. Lunch is the main meal of the day and includes:

- soup
- bread
- a main course
- fruit or dessert

Students are also offered plain milk or chocolate milk every day.

In the lower secondary (Years 5–9) and upper secondary schools (Years 10–12), students have access not only to a canteen but also to a school cafeteria, where food and drinks can be purchased using the school card.

The standard price of a school lunch is €1.46.

- Students receiving ASE Level A support are entitled to free meals.
- Students receiving ASE Level B support pay 50% of the standard price.

Booking School Meals

Meals must be booked through the SIGA online platform.

Parents or legal guardians should obtain their login credentials from the school administrative office before accessing the platform.

Once logged in, select the Bookings (Marcações) section and choose Book or Cancel Meals (Marcar ou Desmarcar) for the dates on which the student wishes to have lunch.

Meals must be booked by 11:59 a.m. on the previous day.

Bookings made on the same day incur an additional charge of €0.30. The same surcharge also applies if a booked meal is not cancelled by 10:00 a.m. on the day of the meal.

School Holidays

During the Christmas and Easter school holidays, canteens in pre-school and primary schools continue to provide lunch. Students attending lower secondary and upper secondary schools may also have school lunches during these holiday periods. However, parents or legal guardians must inform the administrative office at Emídio Navarro Secondary School at least 15 days before the beginning of the school break.

During these periods, lunches are served at Dom António da Costa School (EDAC).

Special Diets

Students who require a special diet, whether for medical or religious reasons, may request personalised meals through the SIGA platform.

Need Help?

If you experience any difficulties using the SIGA or INOVAR online platforms, you may contact the administrative office at Emídio Navarro Secondary School or ask for assistance from the Linguistic and Cultural Mediator (e-mail: g.med.cultural@aeen.pt)

6. Supporting Your Child Throughout Their School Journey

In Portugal, the role of the parent or legal guardian (*Encarregado de Educação*) is essential to a student's educational success and overall well-being.

The parent or legal guardian is usually one of the child's parents (mother or father), but this is not always the case. It may also be the person who is legally responsible for the child's education and welfare.

a. How to Keep Track of Your Child's School Life

If you would like information about your child's education, progress, or school life, you can do so through the following channels:

- **INOVAR Platform** – This online platform contains important information about your child's school life, including attendance, assessments, and academic reports.
- **Class Teacher** (*Educadora* for pre-school and *Class Teacher* for primary education, Years 1–4) – In pre-school and primary education, the class teacher is your main point of contact.
- **(Diretor de Turma – DT)** – In lower secondary (Years 5–9) and upper secondary education (Years 10–12), each class has a diretor de turma, who is responsible for coordinating communication between teachers, students, and families.

At the beginning of the school year, parents and legal guardians are informed of the Form Tutor's weekly office hours, during which they are available to meet families. Throughout the year, the Form Tutor will also organise meetings with all parents and legal guardians.

- **E-mail** – The DT provides parents and legal guardians with an email address to facilitate direct communication whenever necessary.

b. Student Assessment

Throughout the school year, students are assessed at four different points:

- Midway through the first semester
- At the end of the first semester
- Midway through the second semester
- At the end of the second semester

These assessment periods coincide with the school holiday breaks.

7. What Happens if a Student Does Not Speak Portuguese?

During enrolment, information is collected to assess the student's level of Portuguese language proficiency.

If necessary, the student will be supported by the school's Welcome Team, which will help with their integration and refer them to the appropriate support services available within the School Cluster.

a. Portuguese as a Non-Native Language (PLNM)

Students who do not speak Portuguese are enrolled in a mainstream class, where they attend all subjects alongside their classmates in order to promote social and academic integration.

At the same time, they receive Portuguese as a Non-Native Language (PLNM) lessons, tailored to their level of language proficiency.

Depending on their needs, they may also receive additional academic support in other curriculum subjects.

In pre-school and primary education (Years 1–4), where there are no specialist PLNM teachers, the class teacher provides more individualised support to help the student develop their Portuguese language skills.

b. Student Support Services

Adjusting to a new country, a new school, a different language, and a new education system can be challenging.

If your child needs additional support, the School Cluster offers a range of specialised services designed to promote their well-being, inclusion, and academic success.

✓ Multidisciplinary Team for Inclusive Education (EMAEI)

The Multidisciplinary Team for Inclusive Education (EMAEI) includes a psychologist, specialist teachers, members of the School Board and Pedagogical Council, and a social worker.

Its mission is to promote inclusive education and ensure that every student has the support they need to succeed.

The team works closely with teachers, students, and families to identify barriers to learning and to develop appropriate support measures.

✓ Psychology and Guidance Service (SPO)

The Psychology and Guidance Service (SPO) is made up of three psychologists who support students from pre-school through Year 12.

Its aim is to promote students' emotional well-being, personal development, and academic success.

The psychologists can:

- support students experiencing emotional, behavioural, or social difficulties;
- identify and assess learning difficulties or special educational needs;
- help students make informed decisions about their future educational and career pathways;
- assist in resolving conflicts between students or between students and teachers, encouraging respectful communication;
- work collaboratively with teachers and families to develop appropriate support strategies;
- design and deliver programmes addressing topics such as mental health, bullying prevention, conflict resolution, substance misuse, and the promotion of positive behaviour;
- provide psychological support during emergencies or situations affecting the school community.

✓ Linguistic and Cultural Mediator

The Linguistic and Cultural Mediator supports students throughout their educational and social integration and can also help them develop their Portuguese language skills when needed.

The mediator also acts as a bridge between the family and the school by providing support in areas such as:

- explaining how the Portuguese school system works;
- clarifying school rules and procedures;
- helping families understand Portuguese customs and cultural practices;
- assisting parents or legal guardians with administrative procedures relating to their child;
- helping families use online platforms;
- assisting with the justification of absences;
- facilitating communication with teachers;
- promoting positive relationships between students and their classmates.
-

✓ Social Work Office

The Social Work Office focuses on identifying and responding to situations of social, economic, or family vulnerability. Its aim is to promote inclusion, reduce inequalities, and contribute to a fair and supportive school environment.

Its main responsibilities include:

- providing social support to students and families facing financial or social difficulties, including helping them access food, clothing, or school materials;
- advising and referring families to community services such as health centres, local councils (*Junta de Freguesia*), municipal services, and community organisations;
- supporting the social and legal integration of migrant students and their families;
- promoting positive parenting and strengthening family support skills.

c. How to Access These Support Services

To request any of these services, parents or legal guardians should first contact their child's:

- Pre-school Teacher;
- Class Teacher (Years 1–4); or
- Form Tutor (Diretor de Turma) (Years 5–12).

These professionals act as the main link between families and the various support services available within the School Cluster.

Alternatively, parents or legal guardians may contact the school administrative office or telephone the school directly to speak with the Social Worker or the Linguistic and Cultural Mediator (g.med.cultural@aeen.pt).

8. Members of the School Community

The Emídio Navarro School Cluster is located within the Union of Parishes of Almada, Cova da Piedade, Pragal and Cacilhas.

Junta de Freguesia de Almada, Cova da Piedade, Pragal e Cacilhas

Address (Head Office):

Rua D. Leonor de Mascarenhas, 44 A
2804-522 Almada, Portugal

Opening Hours:

Monday to Friday, 9:00 a.m. – 4:45 p.m.

Telephone: +351 212 722 540

Email: geralalmada@uf-acppc.pt

Student Association

Every school year, students at Emídio Navarro Secondary School elect representatives to form the Student Association. The Student Association represents the interests and views of students and works closely with the school leadership on matters concerning school life and the functioning of the school.

It also organises a wide range of activities and projects in areas such as culture, sports, environmental awareness, and community engagement.

Parents' Associations

Each school within the School Cluster has a Parents' Association, whose purpose is to represent and promote the interests of children attending pre-school, primary, lower secondary, and upper secondary education.

Contact details for the Parents' Associations of each school are available on the School Cluster's website.

9. School Textbooks

All students attending public schools in Portugal, from Year 1 to Year 12, are entitled to free school textbooks. These textbooks may be new or reused, depending on availability.

To obtain the textbooks, parents or legal guardians must register on the MEGA online platform. After registration, they will receive electronic vouchers by email. If they are unable to access the vouchers electronically, they may request them from the school administrative office.

There are two types of vouchers:

- QR code vouchers are used to collect new textbooks from participating bookshops or stationery stores.
- Standard vouchers are used to collect reused textbooks from the school.

Workbooks

Workbook books (exercise books accompanying the textbooks) are not provided free of charge. However, students receiving ASE (School Social Support) are entitled to financial assistance.

To receive reimbursement, parents or legal guardians should:

1. purchase the workbooks requested by the teachers;
2. keep the purchase receipt;
3. submit the receipt to the school administrative office.

The eligible amount will then be reimbursed according to the student's ASE support level.

Returning Textbooks

At the end of each school year, textbooks must be returned in good condition.

Except for primary school students (Years 1–4), who are allowed to write in their textbooks, all other textbooks should be returned without any writing or markings.

Textbooks must be returned even if the student changes schools or leaves Portugal.

10. School Card

Every student receives a school identification card.

Students should carry this card with them at all times because it is required to:

- enter the school;
- purchase food and drinks at the cafeteria or canteen;
- access other school services that require payment.

Cash is not used for purchases within the school. Instead, the school card must be topped up with credit at the school stationery shop.

11. School Insurance

All students are covered by free school accident insurance.
The insurance applies to accidents that occur:

- on school premises;
- during school activities;
- while travelling directly between home and school.

Examples include:

- an injury during a Physical Education lesson;
- damage to glasses caused by an accident at school (for example, if a student is hit in the face by a ball);
- other accidents resulting in injury during school-related activities.

12. Absence from School and How to Justify It

Regular attendance and punctuality are essential for students' academic success. However, it is sometimes unavoidable for a student to miss school.

Whenever this happens, the parent or legal guardian must provide a justification to the child's Form Tutor, Class Teacher, or Pre-school Teacher, depending on the student's educational level.

a. How to Justify an Absence

If the absence is due to:

- a medical appointment;
- illness lasting more than five consecutive days;
- or an official appointment (for example, at a hospital, health centre, court, or AIMA),

the parent or legal guardian must provide written evidence issued by the relevant authority or institution.

Pre-school and Primary School (Years 1–4)

Absences may be justified by:

- writing in the student's communication notebook (where applicable); or
- sending an email to the class teacher.

Medical certificates or other official documents should be delivered to the teacher in person (the child may hand them in). Some schools may also require absences to be justified through the INOVAR online platform. Parents should confirm the correct procedure with the class teacher.

Lower Secondary and Upper Secondary (Years 5–12)

Absences must normally be justified through the INOVAR online platform.
Login details for INOVAR are provided to parents or legal guardians when the student enrolls.

b. Types of Absences Recorded by Teachers

A teacher may record an absence when a student:

- is absent from a lesson;
- arrives late;
- does not bring the required books, materials, or equipment for the lesson.

A student may also receive a disciplinary absence if they are removed from the classroom because of inappropriate behaviour. Disciplinary absences cannot be justified by the parent or legal guardian.

c. Excessive Absences

There is a legal limit on the number of absences a student may have during each school year.
The maximum permitted is:

- 10 days (consecutive or non-consecutive) in primary education (Years 1–4);
- twice the number of weekly lessons for each subject in lower secondary and upper secondary education (Years 5–12).

If a student in Years 5–12 exceeds the permitted number of absences in a subject, they must complete an [Attendance Recovery Plan](#).

The purpose of this plan is to demonstrate that the student has acquired the knowledge and skills required for that subject despite the excessive absences.

Students may complete only one Attendance Recovery Plan per school year. If they exceed the absence limit again after completing the plan, they may fail the subject(s) concerned and, in some cases, may not be promoted to the next school year.