

Startschuss Gymnasium

2026/27

Information for parents of new fifth graders at





Dear parents,

We warmly welcome you to Ohm High School and wish your child success and many important and positive experiences at our school. The information in this booklet is intended to help you and your child take the first steps at our school.

With kind regards,

Dr. Nathali Jückstock-Kießling



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1. Subjects, lesson times, substitute teacher schedule

Subjects

Your child will have lessons in the following subjects in fifth grade:

- *German*
- *Mathematics*
- *First foreign language (English or French)*
- *Nature and technology*
- *Religion or Ethics*
- *Geography*
- *Music*
- *Art*
- *Physical education*

In fifth grade, there are 30 hours of compulsory lessons per week. The school day lasts until 1:05 p.m. Lessons are usually held in double periods of 90 minutes. Your child will usually have a different teacher for each subject.

The class leadership team, consisting of the class teacher and co-class teacher, plays an important role. They are the main point of contact for children and parents when questions arise that go beyond a specific subject. Once a week, the homeroom teacher has a homeroom hour, which is used for learning to learn, class discussions, and educational topics.

Class times

08:00 – 08:45 (1st period)	11:15 – 11:35 (2nd break)
08:45 – 09:30 (2nd period)	11:35 – 12:20 (5th period)
09:30 – 09:45 (1st break)	12:20 – 13:05 (6th period)
09:45 – 10:30 (3rd period)	13:05 – 13:20 (lunch break)
10:30 – 11:15 (4th period)	13:20 – 14:05 (7th period, support programme)

Substitute teacher schedule

Cancelled classes and substitute teacher schedules are usually posted on the substitute teacher schedule at the school the day before. Please remind your child to check the substitute teacher schedule every day before going home. An online version of the substitute teacher schedule can be found in the parent portal.



2. Settling in, getting to know each other, making friends

Class formation

When forming fifth-grade classes, we make sure that your child is in the same class as a friend, if possible. Above all, however, it is important to us that the children can stay together in the same class for as long as possible—until they choose their branch after the 7th grade. It is normal for your child to be sad about losing their elementary school friends at first. We help them to quickly connect with the new group.

Homeroom teacher days

On the first two days of school, your child will only have lessons with the homeroom teacher. During this time, your child will get to know their new classmates, the school building, and important procedures at the new school. From the third day of school onwards, lessons will begin according to the timetable.

Tutors

A team of tutors made up of students in grades 8 to 11 will accompany the fifth graders. They are available to help with any problems, assist with getting to know the school building, and organize activities to strengthen class cohesion, such as craft and game afternoons or trips to the movies.

Trip to a school camp

All fifth-grade classes go on a three-day school camp trip in the fall. Experiential learning helps to form the class into a team. By the end of this trip, your child will usually have made their first new friends.

First parents-teacher conference in September

At the parents-teacher conference, you will meet the other parents and some of your children's teachers and have the opportunity to ask any questions you may have. This is also a good opportunity to exchange contact details for your children, which the school is not allowed to provide for data protection reasons. We hold the first parent-teacher conference in the first few weeks of the new school year.



3. Work organization and rules of conduct

Keeping a homework diary, doing homework

Your child keeps a homework diary in which all homework assignments are recorded. Help your child keep track of things by checking regularly, especially at the beginning, to see whether the homework has been written down and completed. This is the parents' responsibility.

Packing the school bag

Your child has different subjects with different teachers every day at secondary school. This means that their school bag has to be repacked every day. You should help your child with this, especially at the beginning.

The school bag should be packed immediately after homework or in the evening, not in the morning. At the beginning, always empty the school bag completely and file or glue loose sheets of paper. Then let your child repack the school bag using the timetable for the next day. Ask about any changes to the timetable or substitute teachers. Once your child has gotten into a “packing routine,” allow them more independence. However, please do not refrain from occasional spot checks.

Bringing materials to school

There are a limited number of lockers available for rent in the school building. However, unlike in elementary school, your child does not have their own locker in the classroom to store school materials. Since our classrooms are often used by several learning groups, your child cannot store notebooks and books under their desk either. All materials required for lessons must therefore be brought to school and taken home again every day. This also applies to sports bags.

Follow the rules

We are a large school with large learning groups. It is important that everyone shows consideration for one another and follows the rules so that everyone gets their fair share. These rules are set out in the Ohm Rules and in the Media Charter (see homepage).

We discuss these rules with your child and remind them of them as class rules; we practice the rules in class – and we ask you, as our partners in education, for your support if your child breaks the rules.



4. Learning to learn – and the role of parents

Compared to elementary school, your child will need to work more independently in secondary school. Your child will learn important learning strategies at school. You can support your child's learning at home. Please invest time and effort in this area during the first few months of secondary school – it will be worth it.

Fixed times and a fixed place for homework

Get your child used to doing their homework in a fixed place – preferably at their own desk – and at fixed times. You know your child's daily rhythm best: let your child do their homework when they are most productive.

Ensure that your child's workspace is quiet. Distractions such as cell phones, computers, music, or television are just as likely to prevent learning success as media consumption immediately after homework: allow your child to take at least a half-hour break between studying/homework and media consumption.

Check homework – but don't correct it

Homework is an opportunity for your child to practice and consolidate what they learned in class that morning. Make sure that it is done reliably and carefully. There is regular written homework in the core subjects. But also pay attention to oral homework and vocabulary in foreign languages. Let your child do their homework independently; do not sit next to them. Please also take a regular look at their homework if your child attends an open all-day school.

Homework also informs the teacher about your child's learning progress. Mistakes play an important role in this. Only if your child is allowed to make mistakes can the teacher reliably identify where there is still a need for practice. So please do not correct homework—even if it is difficult.

We will inform you quickly if your child frequently forgets their homework.

Keeping documents organized

In order to maintain an overview of their documents, your child needs a fixed storage place for notebooks and books. Filing systems in which each individual subject has its own place have proven to be effective. You should give particular consideration to this organization if your child lives partly with one parent and partly with the other. Please contact the subject teachers and the class teacher if you need support in this area. Many difficulties at secondary school are not related to subject teaching, but to learning organization.



5. Grades and performance assessment

Your child will receive grades in all subjects at secondary school. These will be assessed in writing and orally or practically (e.g. in art and sports).

All individual grades will be communicated to you four times a year in a report card. Report cards are usually issued in November, February, April, and July. Like your child, you can ask the teacher for the grades achieved so far at any time.

Based on the high school regulations, we distinguish between four forms of performance assessment:

	Minor exams („Kleiner Leistungsnachweis“)	Major exams („Großer Leistungsnachweis“)
Oral tests	e.g. questioning, class participation, presentations (announced)	e.g. oral tests in foreign languages (announced)
Written tests	announced minor performance assessment (AKL) or impromptu assignment (unannounced, max. 20 minutes, covering material from max. three previous lessons)	School assignments and tests in the core subjects of mathematics, German, and first foreign language (announced, four per school year in the 5th grade)

Children will be informed of the dates for school assignments at least one week in advance, and in the case of announced minor performance assessments, at the latest at the beginning of the previous lesson. You can also find these dates in the parent portal. The corrected assignments will be returned no later than two weeks after the school assignment and given to the children to take home so that you, as parents, can review them. They must be signed and returned to the teacher within one week at the latest. If this does not happen, we will no longer send the papers home. You can then view them at the school.

If your child is ill during an announced major assessment, they must make it up. Please remember to excuse your child in such cases.



6. What to do in case of conflicts, disputes, and bullying?

Conflicts are normal and also important experiences for children. At Ohm Gymnasium, one of our key educational goals is to help your child face conflicts and resolve disputes peacefully and independently. We discuss this, for example, during homeroom lessons.

Sometimes, however, a child reaches their limits. If your child needs help resolving a dispute, they can confidently turn to their tutors, homeroom teacher, or other teachers they trust.

At Ohm Gymnasium, we take a proactive approach to combating bullying. Bullying differs from “normal” disputes because it is

- a systematic form of (psychological or physical) violence
- actively or passively supported by the entire group,
- systematic form of (psychological or physical) violence
- in social coercive groups (such as school classes),
- which usually manifests itself in uncontrolled phases (during breaks, before and after school, on social networks).

Bullying is perceived by those affected as very hurtful and unsettling. Often, a child who is being bullied does not dare to turn to a teacher. We therefore rely on your vigilance. If you notice signs of bullying—either in your own child or in stories your child tells you about classmates—please contact the homeroom teacher. They are your first point of contact for resolving a bullying situation. You can also contact the guidance counselor or school psychologist.

The way your child uses their cell phone also plays a special role. Social networks such as Instagram or WhatsApp are very important to many children and young people; at the same time, conflicts and bullying situations from the classroom and schoolyard can shift to the virtual space, so that teachers no longer have the opportunity to intervene pedagogically.

The use of social networks such as WhatsApp is a private matter and is neither required nor controlled by the school (this also applies to so-called “class chats,” which are purely private and therefore your responsibility). It is therefore particularly important that you talk to your child about this topic and supervise their communication on social networks in an age-appropriate manner. (Please also note the relevant age restrictions of the providers.)



7. Full-day care (OGS)

In the school year 2026/27, the OGS will offer more than 140 students in grades 5, 6 and 7 the opportunity to do their homework under supervision after class, prepare for exams, and spend their free time together.

The shared educational goal of the school administration, the parents' council, the school's governing body, and the OGS team is to foster polite, helpful, and responsible students who learn and spend their free time in a positive atmosphere.

The afternoon programme at Ohm Gymnasium is not intended to be a daycare center, but rather to support the students entrusted to it in their academic and social development through learning and leisure activities.

This requires that students attend regularly and for fixed periods of time.

There are two childcare options:

- **Free childcare** from Monday to Thursday, 1:00 p.m. to 4:00 p.m.
- There is also a **paid option** that you can book to extend the childcare hours (Monday to Thursday 4:00 p.m. to 4:30 p.m., Friday 1:00 p.m. to 3:00 p.m.).

How the afternoon programme is organized:

The OGS is basically divided into three modules:

- Lunch at the school cafeteria
- qualified homework supervision
- individual leisure / educational activities

Qualified supervisors are available for this type of supervision, as well as upper school students who act as tutors during homework time. During homework time, each group is supervised by a permanent group leader, an assistant supervisor, and an additional tutor. Leisure or additional educational activities also take place under the supervision of qualified staff.

Registration

Registration of your child for the open all-day school is **binding for an entire school year**. Cancellations are only possible in exceptional cases for important reasons in consultation with the school management and Johanniter as the organization in charge.

According to the funding guidelines of the government of Middle Franconia, your child must be present at the OGS on at least two booked days until at least 4 p.m.

Exceptions are afternoon classes and exemptions (e.g., doctor's appointments),



which must be submitted in writing to the OGS **in advance**. Registration forms are available from the school office or the OGS office.

Contact persons

If you have any questions regarding staff and organization, a member of the organization's staff is available by phone or in person:

- **Ms. Olesja Jentsch** (team leader for all-day school & holiday care)

Phone: 0911/27257-94 or via the contact form on the Johanniter website

To notify us of your child's absence or illness, please contact the OGS educational director or the Ohm Gymnasium office in the morning.

- Ms. K. Woitas-Schicker (OGS Coordinator)

Phone: 09131 68786-26 (from 1:00 p.m.); Email: ogs@ohm-gymnasium.de (or Elternportal)

- Ms. S. Geissel-Karl (contact teacher OGS)

8. Communication – staying in touch with each other

School address and telephone number

Ohm-Gymnasium
Am Röthelheim 6
91052 Erlangen

Sekretariat@ohm-gymnasium.de
Tel. 09131/68786-0
Fax 09131/68786-13

Teachers' office hours

Teachers' office hours are by appointment. Please contact the relevant teacher via the parent portal.

Communication channel

The “Elternportal” is our central information and communication tool. Please register for it as soon as possible. You will receive the registration information in a letter that your child will bring home. Please follow the steps outlined in the letter.



Teachers' email addresses

All teachers can also be contacted by email. The school email address follows this pattern:

First letter of first name.surname@ohm-gymnasium.de

m.mustermann@ohm-gymnasium.de

How does the school inform parents?

We inform you electronically via Elternportal about important matters that affect the school as a whole.

If we would like to talk to you personally about your child, we will contact you in the following ways:

- Informally via a note in the homework diary, by telephone or email/Elternportal
- If there are major problems with work organization, performance, or behavior, you will usually receive written information from us (note, invitation to make up work, reprimand). These letters are formalized due to administrative requirements, but are nevertheless meant to be personal. They will be given to the children to take home. As parents, please confirm with your signature that you have taken note of the letter and return it to the teacher via your child. In such cases, please seek a conversation with us.

How do you, as parents, keep in touch with the school?

In case of illness

The sick note must be submitted electronically via Elternportal by 8 a.m. at the latest or, in exceptional cases, by telephone by a parent or guardian. Verbal sick notes from classmates will not be accepted.

In case of leave of absence and exemption

In case of important appointments during school hours that cannot be rescheduled, the school administration (Dr. Kellner) must grant your child an exemption in advance. Please submit a request via Elternportal. Please do not use the "sick note" function for this, but rather the "exemption request" field.

If you need to discuss a specific subject

Please contact the relevant subject teacher (via Elternportal).



If you need to discuss interdisciplinary topics

Please contact the class teacher (via Elternportal).

Who should you contact if there are problems?

If you notice any problems, please contact us as soon as possible. Always contact the person directly responsible for the problem first:

- For problems in subject teaching: subject teacher
- For problems in the class or unresolved difficulties in subject teaching: class teacher

In the event of a conflict, the lower school supervisor, Ms. Hamm (d.hamm@ohm-gymnasium.de), is also available as a contact person. If these solutions fail, you can of course also contact the school management (Dr. Jückstock-Kießling, Dr. Kellner).

The Ohm Gymnasium has experts available to help with learning or behavioral difficulties and general counseling needs. As a rule, your child's teachers will refer you to them. However, you can also contact them yourself:

Counseling teacher U. Reinhart, K. Kleinlein

Tel. 09131/68786-29 (with answering machine), u.reinhart@ohm-gymnasium.de; k.kleinlein@ohm-gymnasium.de; Elternportal

School psychologist D. Röck

Tel. 09131/68786-22 (with answering machine), d.roeck@ohm-gymnasium.de; Elternportal