



CITTA' DI CASSANO D'ADDA

Città Metropolitana di Milano

REGISTRATION TO SCHOOL SERVICES:

PRE AND POST SCHOOL - TRANSPORT – REDUCTION OF SCHOOL CANTEEN RATES -

SCHOOL YEAR 2021/2022

The school services are intended for students of the schools in Cassano d'Adda, with working parents or single parent (or parental responsibility holder/s).

Applications must be submitted starting **from 09/06/2021 and no later than 31/07/2021**. It will not be possible to submit registrations after the deadline indicated, except for the requests for canteen rate reduction and/or special diet. **The municipal administration reserves the right to re-open the terms of registration only in the presence of additional available places by providing adequate communication to citizens through the website.**

Upon registration, it is possible to request the services for the whole year or parts of it.

In the event that the requests exceed the available places and the financial resources do not allow the establishment of a new service, a waiting list will be drawn up taking into account the priorities indicated in the "Guidelines for School Services" published on the website.

These services are reserved for families who have no outstanding debts to school services, otherwise the registration may be rejected.

The rates for the services are decided by the municipal administration.

Please note: The municipal administration will be able to confirm to families the acceptance of enrollments in school services only when the competent bodies have established the possible methods of attendance for the next school year, considering that the pandemic has not been completely overcome.

HOW TO APPLY TO PRE- AND POST-SCHOOL SERVICES, SCHOOL TRANSPORT AND TO REDUCTION OF SCHOOL CANTEENS FEES

The requests for school transport services, pre- and post-school, canteen rates reduction and personalized diet are presented digitally through *Sportello Telematico Unificato dello Spazio Città di Cassano d'Adda* (the Unified Telematic Desk of the City of Cassano d'Adda) by selecting *servizi scolastici culturali e sportivi* (cultural and sport school services). To submit the application, it is necessary to authenticate with CNS, that is Carta Nazionale dei Servizi/*Tessera sanitaria* (Medical Card), or *SPID* (Public System of Digital Identity).

The municipal offices are available for support in issuing the PIN of CNS or SPID, only by appointment, which can be set:

- via the web by accessing <https://cassanodadda.comune-online.it/web/prenotazioni/Benvenuto>

- by sending an email to demografici@comune.cassanodadda.mi.it indicating your telephone number in order to be contacted

- by calling the numbers 0363.366226 / 209/240/256/259/282/297

PRE- AND POST-SCHOOL SERVICES

Pre and post-school fees for the year 2021 can be found in the following table:

| TYPE OF SERVICE | MONTHLY FEE |
|--|-------------|
| Pre-kindergarten Cristo Risorto – Gropello - Cascine (7,30 / 8,00) | € 11,30 |
| Pre-primary school (7,30 / 8,30) | € 22,60 |
| Post-primary school (16,30 / 17,30) | € 22,60 |
| Post-kindergarten Gropello - Cascine (16,00 / 17,30) | € 33,90 |
| Post-kindergarten Cristo Risorto (16,00 / 17,00) | € 22,60 |
| Post-kindergarten Cristo Risorto (16,00 / 18,00) | € 45,20 |

To certify the status of working parent it is possible:

1. To attach the employer's declaration to the application to the school service
OR
2. To self-certify this condition by filling out the NOTES section in the last part of the registration form indicating for both parents:
 - a) Name, telephone number and email address of the Company/Organization/Employer.
 - b) Work place
 - c) Working hours

The service is free of charge for those enrolled in the school complex of the district of Cascine San Pietro. The attendance to the services will be monitored by the managing body and the municipal administration: **in case of prolonged absence for periods of more than three weeks and in the absence of written and documented justification, it may cause the end of the participation** and the replacement with students on the waiting list.

TRANSPORT SERVICE

School transport service fees for the year 2021 can be found in the following table:

| TYPE OF SERVICE | QUOTA MENSILE |
|-----------------|---------------|
| One way trip | € 23,35 |

| | |
|------------|---------|
| Return way | € 23,35 |
| Round trip | € 46,70 |

Regarding transport, the municipal administration has established the following rules for the year 2021:

- Free service for those enrolled in the school complex of the district of Cascine San Pietro;
- Access granted, **for a fee**, also to high school students residing in the district of Cascine S. Pietro;
- 30% discount in the presence of a brother enrolled in the same service;
- 50% discount in the presence of more brothers enrolled in the same service.

The school bus lines with relative stops will be available on the website of *Spazio Città*. The family must provide, under penalty of exclusion, the choice of the transport line and the stops by registering them in the registration form in the section: **CORSA RICHIESTA – INDIRIZZO DI CARICO E SCARICO**

Once the rankings for pre and post-school and transport school services have been defined, they will be published on the institutional website together with any documents to be filled in (co-responsibility agreement and / or self-certification).

In compliance with current legislation on privacy, it is specified that the rankings will be drawn up using the protocol number and date of submission of the application.

SUMMARY OF PAYMENT METHODS FOR PRE- AND POST-SCHOOL SERVICES AND SCHOOL TRANSPORT

With regard to school transport services and pre- and post-school, the municipal administration has established that:

1. The services are reserved for families that do not have any debts related to school services and for this reason the registration can be rejected (or the service can be interrupted in case that the payment is not be made within the deadline);
2. In the application form, applicants must indicate: name, fiscal code and residential address of the person holding the request for payment (billing) for pre- and post-school and school transport services;
3. The days of non-use of the services cannot in any case constitute any right to reimbursement;
4. The payment of the annual fee for school transport services, pre and post school must be made IN ADVANCE and it will be requested two (2) times during the school year: the first by 30 September, the second by 31 January.
5. Citizens can renounce (partially or totally) the requested service by 30 September, before the start of the payment request, or by 31 January, before the start of the second and last payment request.
6. The renunciations to the service presented after the dates established in the previous point will not give the right to any refund;
7. In case of incorrect or undue payments, the Municipality will deduct the sums already collected in the next bill.
8. Receipts for payments must be kept by the families, as required by the law.

9. The non-payment of the school services fee WITHIN THE TERMS INDICATED IN THE PAYMENT REQUEST will cause the exclusion from the service and possible replacement with another user in the waiting list, in the event that the families do not respect the repayment plan.
10. In the event of a health and social emergency, the methods of requesting payments for the aforementioned services may be subject to changes and / or suspensions.

For the Transport and pre-post school service, the following reductions are envisaged for the year 2021:

- 50% in September for all students regardless of the school they attend
- 25% in December and January for all students regardless of the school they attend
- 25% in the month of Easter holidays for all students regardless of the school they attend
- 50% in June for primary school students.

PERSONALIZED DIETS

ETHICAL-RELIGIOUS DIETS:

For an adequate organization of the service, these requests must be submitted before the start of the school year. Once the application has been submitted, it will be valid until the end of the school year or until formal renunciation. Therefore, applications submitted in the last school year are automatically renewed.

DIETS FOR CHRONIC PATHOLOGIES

Special diet requests for chronic diseases (celiac disease, etc.) with the relative certifications are valid for the entire school career or until formal renunciation.

DIETS FOR ALLERGIES AND INTOLERANCES

For this type of requests it is necessary to submit an application annually, attaching the relative medical certificate.

HOW TO REQUEST FOR REDUCTION OF SCHOOL CANTEEN FEES S.Y. 2021/2022

Residents of Cassano d'Adda can take advantage of discounted rates, at the time of enrollment and before the start of each school year. It is **ESSENTIAL to electronically fill in the application form that provides for the insertion of the ISEE value (income bracket)**, this request will be valid for the entire school year.

The municipal administration reserves the right to carry out the appropriate checks on the declarations made.

For students residing in Casirate d'Adda but who attend the school complex of Cascine San Pietro, it has been applied the same conditions as for residents.

For all other non-resident students, the maximum fee will be automatically applied.

Please note: **The reduced cost will be applied from the day in which the request for a reduced rate is presented**, based on the assigned ISEE value (that is income bracket), as shown in the following table:

| I.S.E.E. VALUE (INCOME BRACKET) | | Preferential rate* |
|---------------------------------|------------------------------|--------------------|
| 1st bracket | da € 0,00 a € 6.000,00 | € 2,14 |
| 2nd bracket | da € 6.000,01 a € 12.000,00 | € 3,77 |
| 3rd bracket | da € 12.000,01 a € 18.000,00 | € 4,93 |
| 4th bracket | da € 18.000,01 in poi | € 5,23 |

**subject to ISTAT adjustment*

Paper meal vouchers must be delivered to school daily for the enjoyment of the meal and must be purchased in advance in the following ways:

1. With *SDD (EX BANK RID)*, that is direct debit to your current account.
2. AT THE COOKING CENTER - Corso Europa n° 265, on the days that will be indicated by Gemeaz-Elior with specific communication. Here the payment must be made by debit or credit card.
3. AT THE FOLLOWING CONVENTIONED SHOPS FOR VOUCHERS SALE:
 - **BAR PAUSA**
Via L. Da Vinci n. 12
Tel. 0363 560104
e-mail barpausa@outlook.it
 - **EDICOLA BONDOLI**
Viale Europa - gym parking
email: bmvmau@gmail.com
4. ONLINE WITH CREDIT CARD: by accessing the website www.acmeitalia.it/grs800/web220/login.asp with the credentials communicated by Gemeaz-Elior

Attached to this document, it is provided the information relating to enrollments for the school catering service transmitted by the Gemeaz-Elior company.

On the municipal website, the "Information Notes" will be available, shortly, in the following languages: Arabic, Spanish, French, English, Chinese, Albanian.

For any information relating to the services, please refer to the "Guidelines for School Services" published on the website of the Municipality of Cassano d'Adda.

The Public Education and Educational Assistance Operating Unit of the Municipality remains available for any clarification via the following contact details:

con le credenziali comunicate da Gemeaz-Elior

mail: serviziscolastici@comune.cassanodadda.mi.it - phone number 0363-366253

Milan, June 2021

HOW TO APPLY TO SCHOOL CANTEEN S.Y. 2021/2022 MUNICIPALITY OF CASSANO D'ADDA

Dear user,

We hereby inform you that, in order to meet the needs of parents, the next school year registrations and confirmations of registration at the canteen can be made online starting from 09/06/2021 and up to 23 / 07/2021. To proceed with the registration, you need to access the website:

www.acmeitalia.it/grs800/web220/login.asp

All users must proceed with the new registration or the registration confirm, both those who in the previous school year already attended the canteen (registration required to update the data in the system) and those who do it for the first time.

Users who register for the first time must click on:

*Non ho il codice utente. Clicca **qui** per iscrivere un nuovo alunno ai servizi del prossimo anno scolastico*

(that is: *I don't have a user code. Click **here** to enroll a new student for next school year's services*)

The users already in possession of the credentials, delivered for S.Y. 2020/2021 must access the parent portal and click on **ISCRIZIONI 2021/2022** (REGISTRATION 2021/2022) and check and confirm the data entered

Once logged in, it is necessary to fill in (or check for those already registered) the required data by confirming the attached documents for acknowledgment. It is also possible to save the registration as a draft and log in at a later time to finish entering the data and definitively confirm the registration.

ATTENTION

Users already registered in the previous school year and with debt must contact this number: **035 5901807** or **035 5901800**, or by email division.scuole@elior.it communicating the personal code and the city where the service is carried out.

Users without internet access (and other exceptional cases) can go to the Cooking Center in Corso Europa 265, from 30 August to 17 September from Monday to Friday from 08.00 to 10.00 and from 14.00 to 15.00.

Users that register more children must carry out the same procedure once for each child

Once the registration procedure has been completed, the system issues a registration number which gives the possibility to print the document as a reminder.

For new users, the code (that is necessary to pay for the canteen) and the password to access the website will be given during the first days of school.

Confirmation of registration will be sent by e-mail after verifying the correctness of the data

09/06/2021

Best regards