







ARMY EUROPE SCHOOL LIAISON OFFICER **PCS GUIDE**

2025-2026 School Year



School Support Services

A Driving Force for Student Success

This guide is designed to support military connected families as they PCS to or from Army Europe locations. There is a handy checklist included for you to use as you move forward in your new adventure. Additionally, you will find links to a Dependent Education Guide for your new duty station with more location specific information. We hope the information in this handbook assists and encourages you as our country's "youngest heroes" make their move in support of the military mission.

Whether mid-school year or over summer break, leaving a school and smoothly integrating into a new one requires planning and a positive attitude. As with any PCS move of a school age child, your School Liaison Officer (SLO) is available to help with information, referrals, and assistance for a seamless school transition. Your Europe Army SLO can assist you with your move to Europe as well as getting you connected with a SLO at other locations if you are leaving your duty station in Europe.

Your PCS adventure awaits! We are here to help!

#KNOWYOURSLO

Find a SLO at any military installation worldwide.









Parent Central Services is your gateway to good stuff for infants through teens!

A host of options to keep the fun in your child's life are available through Army Child & Youth Services!

Within Army Child & Youth Services you will find something to meet your child's needs. Choose from: Fulltime/part time/hourly care, before & after school care, camps, youth programs, instructional classes, workforce preparation opportunities, and sports & fitness activities.

Offerings vary by location. Registration and information for all these programs is available through yourlocal CYS Parent Central Services Offices.

<u>Child Development Center</u> Childcare for children ages 6 weeks - 5 years is available on a full time, part time, or hourly care basis. The CDC offers a Strong Beginnings program for rising kindergarteners. Supportive staff will teach children social and academic skills to helpthem be better prepared to enter kindergarten

<u>School Age Center</u> In addition to before and after school care, activities & adventures are offered for children grades K through 5 or 6 depending upon local school configuration and space. These experiences offer regular theme-based adventures, trips, and activities that will keep children engaged and excited.

<u>Middle School/Teen</u> Activities & adventures for MS-HS age students are a blast throughout the year! Regular trips and activities as well as overnight excursions that provide fun experiences are available to keep youth with varied interests happy. MST Center is that hangout zone you're looking for!

Workforce Preparation Is an apprenticeship program that places youths ages 15-18 in positions with participating organizations within MWR operations. Learn about career fields such as marketing, graphic design, sports management, education, food service, outdoor recreation, and more! Students must qualify and space is limited. Not offered in all locations.

















Youth Sports & Fitness - Sporting options are available to children and youth through CYS Youth Sports & Fitness Program. The program provides children (ages 3-18) a positive and enjoyable recreation experience. A variety of instructional clinics and sports are offered. CYS will maintain a focus on providing sports and fitness programs that are recreational, maximize participation, and concentrate on the practice and development of skill in a recreational environment.

SKIES Unlimited Instructional Classes - Classes for children and youth are available within each of the four "schools"; School of Life, School of Sports, School of Arts, School of Academics. Check with your local Parent Central Services office for details about classes that may be offered in your area.

<u>Parent Fun</u> - Parent Night Out or Day Out are opportunities for parents to leave their little ones in our care while they enjoy some adult time without the kids. These special events are offered every so often and slots fill fast.

Kids On Site - On-site childcare can be provided for your unit/organizational event at the location where you have an event. Care for children 6 weeks - 12 years available.

REGISTER at your local Parent Central Services and get more info available for the above options. Not all programs are available at every location. Links to applicationforms and Parent Central Services in your new location at <u>Army Europe CYS</u> Online pre-registration for CYS in any location: <u>webtrac.mwr.army.mil</u> For online childcare requests go to <u>MilitaryChildCare.COM</u>

School Support Services As you are PCS'ing in or out of Europe, or even if you need some assistance on educational issues while stationed here in Europe, contact your local Army School Liaison Officer. Your SLO can offer you information, referral, and assistance with your questions or concerns about schools and dependent education whether Department of Defense Education Activity schools, private schools, or homeschooling. SLOS are here to help! SLOs in Europe can connect you to a SLO in your new duty station! SLOs can also connect families to youth sponsors who are also available to assist newcomers.





10 Tips for a PCS (Positive Change of School)



Often military families are so pre-occupied with the logistics of PCS 'ing, that the academic needs of the child gets overlooked. Here are a few quick tips to help your child have a smooth take-off from his/her current school, and a soft landing in his/her new school.

- **I.** As soon as you receive orders, notify your child's school in writing. Provide the date of your child's last day. It's never too early to do this! You can even do this prior to having that hard copy of orders.
- 2. <u>Contact the School Liaison Officer (SLO)</u> at your new duty station. Your current SLO can help you get in touch with your new SLO. The SLO can help you with information about your new location and answer any questions you may have. Use the SLO as your local resource!
- 3. Create a School PCS folder for each child. Before you pack all of your important papers, place the papers you will need to enroll your child at his/her new school in a folder! Include: copy of passport or birth certificate, shot records, copy of transcript, testing information, & special needs evaluations. (See checklist in this booklet) DO NOT PACK THIS FOLDER. Hand Carry it! Much of what we do these days is online, but having paper in hand when you arrive helps eliminate possible issues with accessing documents making your initial visit smoother.
- **4. Research the area where you are moving.** You should investigate the schools BEFORE you choose somewhere to live! Your SLO can assist you with this information. For more "surfing the net" about PCS moves, go to SchoolQuest. For overseas moves go to DODEA

If you are going to be living in a remote overseas location check out the Non DoD Schools Program

If you are a homeschooling family, talk to your SLO about homeschooling in your area. Also, check out the Home School Legal Defense Association for local laws.

- **5. Remember that data is only ONE indicator of a school's quality.** If at all possible, go to the school and observe...see for yourself. Most importantly, do not form an opinion about a school or teacher based on the rumor mill. Every family, child, and situation is different. A school that is not a good fit for one family can be another family's perfect fit. Keep an open mind in some locations you may have only one school option. Take heart! Make the time to visit and get informed about the school. Consider participating in a School Advisory Committee or PTA. The partnership can make your child's school an even better learning environment! It takes a village!
- **6.** If you have a child with special needs, meet with his/her Special Education Teacher. Ask that they contact the new school personally if possible. (Or be available for consult from the new school.) Be sure to geta copy of your child's **up to** date IEP or 504 plan, evaluations, notes, etc. for the School PCS folder. If you are active duty and haven't already, be sure to register in the Exceptional Family Member Program.
- 7. Network! Touch base with the local Family Readiness Group, spouse's club, or perhaps your sponsor or sponsor's spouse to get some insight. Your youth can "network" with a youth sponsor. Talk to your <u>SLO to</u> request a youth sponsor. Newcomers to Europe should check out the <u>USAREUR-AF newcomer's</u> page and video.
- 8. Talk to your child about the social/emotional stresses of moving. Let them share their concerns. Plan a "farewell" party or at least designate a time to allow your child a chance to have closure and say goodbye. You may want to provide your child with a notebook in which he/shecan collect names, photos, email addresses and phone numbers. Older students may connect on social network sites.
- **9. Contact the New School** if you know where your child will be enrolled at the new duty station. Ask for calendar information, registration details, orientation info, and even sports try out deadlines. They may have some answers to questions you don't even know to ask! Your SLO can also help!
- 10. Be patient! Settling in takes time, and some kids take longer to make new friends. Find activities and opportunities to connect with other kids. (CYS can help you with this!) Before you know it, your child will be telling you about his best friend and the cool thing they did in school that day! With a little planning, you can be on your way to a POSITIVE Change of School!

Help your child say



- Leaving a school and classmates is hard at any age. Thanks to the internet older students
 have ways of making sure they can stay in touch, but departing can still be difficult. All
 ages may fear the unknown of the new school. The more informed you are before you
 leave the less fear your child will have. It's easier jumping if you know where you will land.
 Contacting a School Liaison Officer (SLO) and getting informed as much as possible about
 your new location will make departing the current school easier.
- Let the teacher know the impending move is hard. Teachers near military installations often have children coming and going and many have special ways to mark the move. The earlier you let the teacher know you are moving the better support the teacher can be. A digital learning platform calls for some creativity in farewells. Zoom party?
- Make a video of your child at the school talking about the school. Make a video with their teachers, and friends. "Interview" staff and friends. It will be a nice memory for later and bring a smile to their face.
- Have yourchild write a thank you letter to his/her teacher.
- Create a scrapbook of their time at the school. Include a class photo. Write one comment or memory about each member of the class. If you do this with every move, kids will come to realize wherever they go, they will make good memories and thus more readily anticipate new ones.
- For some children, marking the last day with something special like a class snack may be helpful, but for others it may be overwhelming. Consider your child's personality when deciding how that last day should go. Some parents check their child out of school just a few moments early so they aren't in the "dismissal tornado" when their emotions are high. If your child is in a digital learning platform, you can still mark their last day. Remind the teacher that prior to sign off, recognition of those students not returning is appreciated. Record the last goodbyes at sign off!
- Stay connected. If you are moving mid-year, sending a letter or email to the class all about their adventures at the new school can be helpful.
- Students go through a bit of a grieving process when they leave the familiar. Expect to hear comparisons to the "old school" quite a bit initially. It's their way of hanging on or grieving the loss. Be patient, eventually the new school will be their "familiar".

Youth Sponsorship Programs welcome new students





Army Europe has youth sponsorship programs that support incoming students throughout the summer and school year. School Liaison Officers (SLOs) can assist with connecting youth to a local student in the same grade. SLOs can also help connect youth to information about events and activities in the community and school. Youth Sponsorship is a joint effort between Child &Youth Services and the DoDEA Schools. Middle and high school age youth sponsors are there to make the transition to the new community and school easier. Start your first day with a new friend!

Your School Liaison Officer can help make connections that pave the way for a smooth transition for all incoming students. If you are leaving Europe, your local SLO can connect you to a SLO at your new location!

If you are interested in serving as a youth sponsor to help new students, contact your local SLO! There is training to assist you in becoming an effective youth sponsor. It might make for a wonderful experience, and you could possibly make some new friends!

Contact a SLO to request a Youth Sponsor

The Interstate Compact Supports Transitioning Military Dependent Students

Moving back to the states? As mobile military students move through various curricula, graduation requirements, and school systems they can suffer academically and socially. This is finally a front burner issue with many school districts in the states.

All 50 states and several territories have signed an interstate compact that provides support to transitioning military families. The Interstate Compact on Educational Opportunity for Military Children provides state commitment in support of transitioning military children in the areas of Enrollment, Eligibility, & Graduation.

The Department of Defense Education Activity (DODEA) is not a state and therefore cannot become a signatory, however it has pledged to meet the expectations laid out in the compact and has signed an MOA with the DOD to do so.

The Military Interstate Children's Compact Commission (MIC3) has established a website to keep military families abreast of updates and how they can rely upon the compact provisions to support their transitioning students.

For more information:

MIC3 website

MIC3 Guidebook

DoDEA on Compact

MIC3 FAQs

Compact Rules

Gifted Placement /Comact





The Department of Defense is committed to ensuring that all children of military families are provided a world class education that prepares them to be successful in their careers, leading contributors in their communities and productive citizens in the 21st century.

The Department of Defense Education Activity (DoDEA) is the umbrella organization that unites efforts to provide quality educational opportunities and services to military dependents around the globe. DoDEA plans, directs, coordinates, and manages the education programs for Department of Defense (DoD) dependents who would otherwise not have access to a high-quality public education. DoDEA has a long and proud history of serving military families at locations around the globe.

- DoDEA is primarily responsible for operating the DoD elementary and secondary school system, ensuring the students that attend DoDEA schools remain on track towards being ready for college or a career upon high school graduation.
- DoDEA also arranges and financially supports educational requirements for eligible dependents not able to attend a DoDEA school (overseas and in four U.S. locations).
- We are globally positioned, operating 163 accredited schools in 8 districts located in 11 foreign countries, 7 states, Guam, and Puerto Rico (includes the DoDEA virtual school).



The vast majority of families stationed in Europe send their children to the DoDEA Schools. DoDEA rates at or near the top in every assessment category when compared to schools across America. To learn more about these schools see below.

Resource Links:

DODEA

<u>Assessments</u>

<u>Accreditation</u>

Health Services

DoDEA History

SchooLinks

Course List

Volunteer Form

Parent Resources

Blueprint for Continuous School Improvement

Schoolology

Dependents Education Council

Parent Teacher Conferences

DoDEA's Chain of Command

School Calendars

Policies & Guidelines

Student Discipline

School Year 2025-2026

Department of Defense Education Activity



DoDEA Europe

Director
Dr. Michelle Howard-Brahaney
Email Area Office
DoDEA -E webpage

Office in Sembach, Germany

EAST District

Superintendent **Vacant**

Email Superintendent
EAST Distr.Webpage
District Office in Stuttgart



CENTRAL District

Superintendent
Dr. Louis D'Angelo
Email Superintendent
CENTRAL Distr.Webpage
District Office in Stuttgart



WEST District

Superintendent
Dr. Jason Ter Horst
Email Superintendent
WEST Distr. Webpage

District Office in Brussels



SOUTH District

Superintendent
Dr. Elizabeth Fales
Email Superintendent
SOUTH Distr.Webpage
District Office in Vicenza



EMAILING TEACHERS

First name.last name @dodea.edu
(Some teachers may include a middle initial or a hyphenated last name.)

DODEA Director

Dr. Beth Schiavino-Narvaez



4800 Mark Center Dr. Alexandria, VA 22350 PH 571-372-0590

DoDEA HQ Webpage



Schools by District



Calendars



Curriculum



Parent Resources



Online Registration



DoDEA-E News



HS Graduation



Special Education



DoDEA Europe Districts & Community Superintendents

EAST District Military Communities

Ansbach, Germany

Garmisch, Germany

Grafenwoehr, Germany

Hohenfels, Germany

Stuttgart, Germany Vilseck, Germany

DoDEA EUROPE	Community
EAST	Superintendents
Stuttgart, Ansbach	Mrs. Latressa Cobb email Phone: +49 (0) 63171066683
Grafenwoehr, Hohenfels, Garmisch	Dr. Heather Ramaglia email Phone: +49 (0) 63171066683

DoDEA EUROPE	Community
CENTRAL	Superintendents
Kaiserslautern, Ramstein	Dr. Sara Schmidt <u>email</u>
	Phone: <u>+49 611-143-545-1774</u>
Wiesbaden, Sembach, Baumholder,	
Landstuhl	Phone: <u>+49 611-143-545-1774</u>

DoDEA EUROPE	Community		
WEST	Superintendents		
United Kingdom	Dr. Tonya Laliberte- email		
	Phone: +44 163852 7724		
Belgium, Netherlands, Spangdahlem	Vacant		

DoDEA EUROPE	Community	
SOUTH	Superintendents	
Italy- North, Spain	Mr. Paul Salatto - email	
	Phone: +39-09630-1401	
Bahrain, Italy- South, Turkey	Ms. Stephanie El Sayed - email	
	Phone: +39-09618-0001	



CENTRAL District Military Communities

Baumholder, Germany

Kaiserslautern, Germany

Ramstein, Germany

Sembach

Wiesbaden, Germany

WEST District Military Communities

Brussels, Belgium

Kleine Brogel, Belgium

SHAPE, Belgium

Spangdahlem, Germany

Schinnen, Netherlands

Lakenheath, UK

Alconbury, UK

Croughton, UK

SOUTH District Military Communities

Bahrain

Aviano, Italy

Darby, Italy

Naples, Italy

Sigonella, Italy

Vicenza, Italy

Moron, Spain

Rota, Spain

Ankara, Turkey



SCHOOLS BY LOCATION

USAG Ansbach Ansbach ES Ansbach MHS

* USAG Bavaria - Garmisch Garmisch EMS

USAG Bavaria - Grafenwoehr Grafenwoehr ES Netzaberg ES Vilseck ES Vilseck HS Vilseck MS

USAG Bavaria - Hohenfels Hohenfels ES Hohenfels MHS

USAG Benelux - Brussels-BE Brussels (EMHS)

USAG Benelux - Brunssum-NL <u>AFNORTH ES</u> <u>AFNORTH MHS</u>

USAG Benelux - SHAPE SHAPE ES SHAPE MS SHAPE HS

* USAG Italy - Camp Darby Livorno EMS

USAG Italy - Vicenza Vicenza ES Naples MHS

USAG Rheinland Pfalz - Baumholder Baumholder MHS Smith ES

USAG Rheinland Pfalz – Kaiserslautern Landstuhl ES Kaiserslautern ES Kaiserslautern HS Kaiserslautern MS Ramstein ES Ramstein HS Ramstein IS Ramstein MS Sembach ES Vogelweh ES

USAG Stuttgart Patch ES Patch MS Robinson Barracks ES Stuttgart ES Stuttgart HS

USAG Wiesbaden Aukamm ES Wiesbaden ES Wiesbaden HS Wiesbaden MS

* High school at these locations is through the Non-DOD Schools Program. Please contact your SLO as soon as possible for more details.



College and Career Ready Standards

In the DoDEA schools, teaching and learning is based upon College and Career Ready Standards (CCRS). These rigorous standards are designed to ensure that students have the content knowledge, skills, habits, and dispositions in multiple subjects to be successful in their future endeavors, after high school.

To be successful after high school, all graduates must possess a range of content knowledge, abilities and motivation to succeed that can only come from a rigorous, rich, and well- rounded Pre-Kindergarten through Grade 12 education. Nationwide, it has become expected that high school graduates need to continue their education in a postsecondary course of study, program or training series if they are to have options and opportunities in the current job market.

- College and Career Ready Standards establish clear, consistent and high learning goals and are focused on preparing students for success in college and careers
- College and Career Ready Standards in the areas of mathematics and literacy set a foundation for even greater student success and growth.
- College and Career Ready Standards set grade-by-grade learning expectations for students in grades K-12.

The continuity of College and Career Ready Standards presents an extraordinary opportunity for academic development as they are replicated in the majority of states and therefore beneficial to our highly mobile military-connected students.

Parent Resources:

DoDEA College and Career Readiness Standards

Grade Level Skills and Knowledge Guides

DoDEA Curricular Programs



STUDENT TRANSPORTATION

If you are new to Europe, contact your local bus transportation office for information about bus transportation and to request a bus pass. This office can also provide information about bus stop locations as you select housing. DoDEA Europe Student Transportation school bus stop information and school bus passes are mailed to your APO address prior to the start of school. If you do not receive a bus pass, contact your local transportation office.

LINKS:

DoDEA Administrative Instruction 4500.02

AER 606-18-1 Child and Youth Supervision

DoDEA Administrative Insruction 1347.01 Student Disciplinary Rules & Procedures. (See section 7)



DoDEA REGISTRATION



Families can register prior to arrival via online registration. Once you arrive, you will need to visit the school to finalize any enrollment requirements. If your location has multiple schools for your child's grade you can still register online prior to arrival since the school will have access to your documents when you know where your child will attend. Contact the SLO for information!

<u>DoDEA eligibility information</u> <u>DoDEA Online Registration</u>

Immunization Requirements (Active-Duty Families have 30 days to be in-compliance and provide documents per the Interstate Compact on Educational Opportunities for Military Children)

Immunization Waiver Request

<u>Exceptional Family Member Program</u>—Active-duty families are required to complete the EFM clearance process prior to arrival. Civilian families may choose to complete clearance if they wish to ascertain that needed services are available in the new location.

**Re-registration is required annually.

Be aware that in some locations with multiple schools, when you first arrive your child may temporarily attend the school that is zoned for your Temporary Billeting/Quarters. When you know where you will be living (on or off post), there is a possibility that your child could be moved to another school, unless you live in the same zoned area. Again: CONTACT your School Liaison Officer for assistance and clarification to possibly avoid this situation.



REQUIRED REGISTRATION DOCUMENTATION for DoDEA Schools

- I. Immunization Records (within 30 days of enrollment)
- 2. Passport or Birth Certificate
- **3. Set of sponsor's orders indicating the command sponsorship of the student** (see below for acceptable documentation)

Military:

*PCS orders indicating duty station and rotation date

*Family Entry Approval OR Command Sponsorship Letter

DoD Civilian with transportation agreement:

* DD form 1614

DoD civilian without transportation agreement:

*Standard Form 50

* DoDEA Worksheet 602

NAFI employee:

- * Personnel Action report
- * DoDEA Worksheet 602

DoD Contractor:

- * CAC
- * Contractor letter of Identification
 - * Billing authorization letter, if applicable
- **4. Contact information for previous school** Request to old school for official copy of records will be made by new school.
- **5. Additional very helpful** and highly recommended documents which will ease the registration and/or course selection process:
- Copy/Official Transcript
- Copy of withdrawal grades with grading system from previous school
- Copy of IEP (Individualized Educational Plan) or 504 Plan if applicable
- Copy of Standardized Test Scores, if applicable
- Copy of Current Schedule (for middle and high school students)



PCS-ing to Europe?



Check out the helpful newcomer details found on <u>USAREUR-AF</u>
<u>Newcomers' Information</u>. It also includes an important information to help you prepare for your move to Army Europe. The Army also offers some apps to help families PCS.

Digital Garrison & Army PCS Move
Are available for free on Apple and
Android to assist families with PCS
moves as well as accessing information
about their new post.



What can we do with the kids when we are drowning in PCS stuff?

Reliable childcare can be a blessing when moving into new quarters. But how do you manage it when you know practically no one at your new post? Families can pre-register for Child & Youth Services prior to arriving at their new post. Simply go to MilitaryChildCare.com. This can put you on any possible wait lists BEFORE you arrive as well as make you eligible to use hourly care! Also, if you are currently enrolled in CYS, you can request that your current Parent Central office forward your information and registration to your new duty station CYS office. Plan ahead by contacting your new CYS Parent Central office for current status prior to the move.

Welcome to Europe! Learn about your new home!



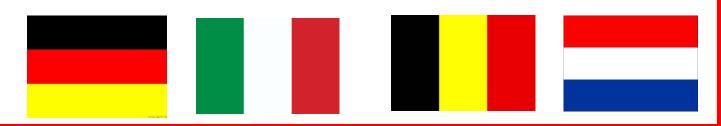
Moving to a new country can be exciting and sometimes scary. Learning about where you will be living may make your child feel more at ease about the move and get them excited about living in Europe.

GERMANY German Language Country Information

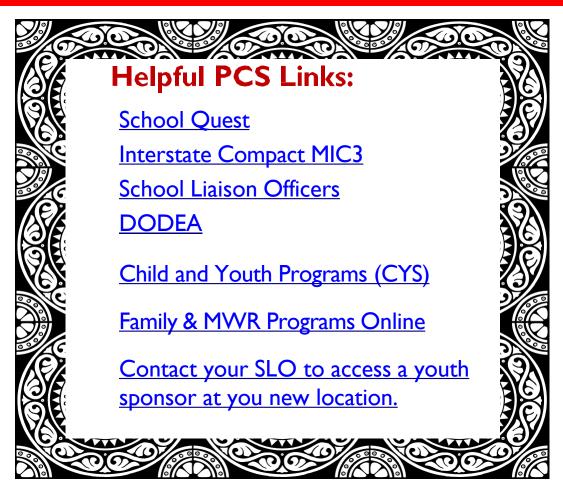
ITALY <u>Italian Language</u> <u>Country Information</u>

BELGIUM French Language Flemish Language Country Information

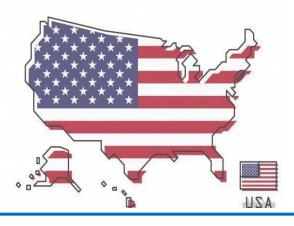
NETHERLANDS <u>Dutch Language</u> <u>Country Information</u>







PCS move to the states may mean school search



You are planning a PCS move stateside this summer and you are worried about schools? There are some great resources to help you find information about the schools in your new location which will enable you to make an informed decision about where your children will attend school. Be sure to remember that in most cases once you have selected a place to live, your school will be whichever is zoned for your new home. So if you want to really have some input into where your children attend school, you will search for a school FIRST and a home SECOND. This will help you ensure the school you place your child in has the types of programs and standards that will work best for your child making for a much smoother move and better served child. A School Liaison Officer (SLO) can help you connect to your new location, provide, "on the ground" details, and guide you to local resources and program information. Your current SLO will arrange a "warm hand off" to a stateside SLO. (Find your SLO) You can doo more "information digging" using some of the below sites. Remember, YOU are your child's biggest advocate! A little homework now can make for a more positive educational experience for your child. Happy hunting!

NEIGHBORHOOD SCOUT
www.neighborhoodscout.com
GREAT SCHOOLS

www.greatschools.org

Both these sites have data, programinformation, and parent

US PRIVATE SCHOOLS REVIEW www.privateschoolreview.com/

US PUBLIC SCHOOLS REVIEW www.publicschoolreview.com/

See reviews on schools across the US

SCHOOL REPORT CARDS

Every US public school district is required to post their annual school report cards indicatingenrollment, testing, and progress data. State department or board of education sites typically post this information. Check out the Educational Resource Center above to find the Department of Education site for your state.

Learn more

HOMESCHOOLING

Find the laws and requirements to homeschool in each location Homeschool Legal Defense Association National Home School Association

SCHOOL QUEST

Schoolquest.militarychild.org/

Type in your child's needs and get connected to schools and programs in your selected location

NATIONAL CENTER FOR EDUCATION STATISTICS

nces.ed.gov

Get district profiles, information, assessment, and more data on schools.

Non DoD Schools Program (NDSP)

Some duty stations in Europe do not have Department of Defense (DOD) schools in some or all grades. Dependent students in these locations are served by the Non-DOD Schools Program (NDSP) which provides access to English language educational options. This program is not available to local



civilian hires. Most NDSP supported locations are remote or in embassy locations. High School students at Camp Darby, Italy and Garmisch, Germany are served through the NDSP program. (Elementary and Middle School students attend DoDEA schools in those locations.) There are additional NDSP supported options such as homeschooling or boarding school, but the vast majority of high school NDSP students attend local international schools. Special needs support in NDSP locations is more challenging, and parents should review level of support prior to PCS' ing to an NDSP location. The enrollment process is a bit more complicated, so if you have a high school student and are heading to Garmisch or Darby, please be sure to contact the local School Liaison Officer (SLO) as soon as possible. If you have orders to a remote location or embassy, contact the Army Europe Region SLO.

Your SLO can help guide you through this process.

For more NDSP info:

NDSP Website NDSP Orientation

Contact NDSP

Wondering what to do when school is out?

Child & Youth Services (CYS) offers regular before and after school care as well as hourly care, for elementary school age students. Our youth centers offer a free, safe, and fun place for middle & high schoolers to hang out after school. There are also special full day sessions and events on school-out dates. Contact CYS Parent Central Services or your SLO for more information. If you are already registered with CYS in your current duty station, you can request that they forward your registration to your new location! You can also complete your registration prior to arrival.



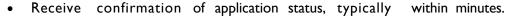
FREE AND REDUCED MEAL APPLICATIONS

Breakfast AND lunch are available at most DoDEA schools in Europe.

Families can quickly apply online for Free or Reduced price meals!

Free and Reduced Meal (FARM) Application

Select "School Services" & click "Free & Reduced Meal Application"



- Your child's lunch account is automatically updated to reflect price status for the remainder of the current school year.
- Application s must be renewed annually.
- 3 % of approved applicants are randomly selected to take part in annual verification.
- All students, including those who qualify for free or reduced-price meals need a student meal account to participate in the meal program.
- Sign up for an AAFES student meal account at AAFES Customer Service.

Helpful links:

FARM information and application

USDA National School Lunch Program

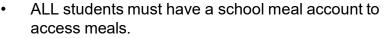
USDA National School Breakfast Program

Income Eligibility Guidelines (Use Alaska standards)

FARM application FAQs

School Meal Accounts





- Set up account at AAFES customer service.
- Account must be renewed annually.
- You will need a 10-digit student ID# to set up account.
- Be sure to close out your lunch account if you PCS out.
 - Pay any money owed prior to departure.
- Account follows student between schools on same installation.
- Meal program is also available to homeschooling students!

AAFES School Meal Program Information







4 R's of PCS 'ing the Student Athlete

Moving with a high school athlete can present challenges. You want to ensure that the sport your child loves is available in the school you choose and that your child has a shot at being on the team even though he/she will be a "newbie".



It all comes down to the 4 Rs:

RESEARCH REPUTATION be REALISTIC be READY!

RESEARCH the options available in your new location. It may impact your home choice, so do it prior to choosing a place to live. A School Liaison Officer can assist you with information about the local schools and put you in contact with athletic directors at various schools and community programs. Make contact early to see what you need to participate. You can check out the school websites which your SLO can also provide. Contact the school to find out if there are any training dates or camps prior to tryouts or school starting. If your athlete plans to compete in college, familiarize yourself with the National CollegiateAthleticAssociation (NCAA) requirements.

REPUTATION: Often a student athlete is frustrated by a move because he/she has worked hard to earn a reputation with their coaches. Bring that with you! Request a letter of recommendation from the current coach prior to leaving. Take video of the athlete in action to bring along. Have any performance statistics at hand. In cases where a student might miss tryouts make arrangements to send a video link to the coach.

Be REALISTIC: Not all sports are available everywhere. Some locations are willing to start new programs if enough students are interested. Your athlete might also find they enjoy yet another sport which is offered that you hadn't thought of. Have an open mind. Some locations may also offer private or city recreation programs that have great travel teams. Child &Youth Programs also typically offers various sporting opportunities on post through the Youth Sports & Fitness Program. Some locations may have more intensely competitive programs than you are used to. You may enter a school with a relaxed attitude about competition. Some locations may conduct your sport's season at a different time of year than you are used to.

Be READY Have an up-to-date sports physical with you so your athlete is ready to start from day one if necessary. Be sure the physical meets the new school's requirements. Find out what equipment and supplies are the responsibility of the student to ensure you have what you need. Make contact with a current team member to find out about anything perhaps not listed on the site. You might be able to connect to an athlete through the Youth Sponsorship Program. Ask your SLO for help! Maintain your nutrition and workout schedule even during the move. Your athlete doesn't want to be out of shape when tryouts start!



Now go out there and WIN one for the Army Family Team!

Interested in DoDEA Europe High School Sports?

You'll need an up-to-date physical! It's recommended that you get your physical BEFORE you PCS to avoid disappointment. For more info on schedules, contact your school's athletic director. Your SLO or the school main office can help identify your athletic director

DoDEA Europe StudentAthletics

<u>Europe Sports News</u>

Email:AthleticActivities Coordinator





12 Tips for PCS 'ing with a High School Student

High School can be the hardest time for a military child to PCS. They've worked hard to earn a reputation in their sport or activity and with their teachers. They have friends and a routine they don't want to leave.

Switching allegiance from one school to another is hard. Add to all that, possible ramifications on their grades and graduation. (Especially if a move is made without prior planning in regard to the high school student's education) Following are some things to keep in mind as you move with a high schooler.

- 1. Online registration prior to arrival is now available in DoDEA schools and in some schools in the USA. However, you should still hand carry a copy of school records to include transcript, withdrawal grades, test scores, and any evaluations. This may prevent a delay in making course selections and appropriate placement in your new school. It may enable discussions about course selections with the guidance counselor prior to arrival if you have some documentation of where you will be zoned, or if there is only one high school for that post. Nonetheless, make sure you have copies of the student records. Tech is great, but better safe than sorry.
- 2. As soon as you are aware you will be moving, it's important to find out the schedule and course offerings at your new school or district. This may save you some trouble, and possibly wasted credits, if you will be transferring mid-year. High schools typically offer full year, block, or modified block schedules. Most high schools in DoDEA Europe offer modified block which is a combination of year long and semester courses offered on an A/B day schedule. Consider your new school's schedule and graduation requirements when making course selections. If you are moving mid-year and your child's school only offers semester courses a student may have difficulty completing a year-long course. Ask about partial credit for one semester or transferring into a similar class if the new school doesn't offer your current year long class.
- 3. If you need a class that isn't currently offered at your school, ask if that class is available online such as in the <u>DoDEA Virtual School</u>. Students have access to online courses which are monitored at the high school.

4. DoDEA and some states require two years of a foreign language with both years being in the same language. If your child arrives with one year of Chinese, but the new school doesn't offer Chinese he/she may have to start a new language, or perhaps a class in the DoDEA Virtual School may fit the bill here as well. Also consider your options when selecting classes if you will be leaving Europe before those years of a language are completed. Know your location's requirements when you make that foreign language selection.

Check 50 state HS graduation requirements

- 5. Compare your current school with <u>DoDEA's graduation requirements</u>. If your child is a senior and you discover the different graduation requirements may mean he/she won't graduate, it is possible in some circumstances to graduate with your previous school's graduation standards in your new school. (You would receive a diploma from your old school) Seek assistance from your guidance counselors.
- 6. Check out the <u>DoDEA Europe website</u> to find your school's webpage. It includes a catalog of courses offered at the school as well other helpful information. If you aren't sure which school to check or need more info, contact the SLO.
- 7. Review college admission and <u>SAT</u> & <u>ACT</u> testing dates. Consider completing the test prior to departure. You can re-take these, but at least you won't be caught without a score if deadlines loom. Schools in Europe follow an "international" testing schedule for these assessments and fewer dates are available. Plan ahead!
- 8. When transferring credits, you may need to advocate for your child. For example, maybe your child didn't take a course in nutrition, but a health course might satisfy that credit requirement. Negotiate any credits that won't transfer. This process can be more flexible than it seems. Sometimes classes that don't match up exactly at the new school can still be credited as a similar class that the new school does offer. Schools will usually work with you to get the most out of your children's credits, especially if it might affect their graduation dates, so be polite but still assertive.



Senior Stabilization

Request Army stability for active-duty dependents during their JUNIOR and SENIOR years of high school. Soldiers complete a PAR on DD 1172-2 accompanied with letter from school or homeschooling parent stating month/year of graduation. Request should be made I March – September (Freshman / start of Sophomore year) Approval defers PCS orders until graduation! For more details see HRC article

- 9. Check the school calendars of both old and new schools. It might be easier to transition into a class between quarters / semesters if possible. DoDEA Calendars
- 10. Different grading scales and weighting systems won't change established letter grades but may impact GPA. For example, a 91% in some districts is an A, but in others it is a B. The letter grade will remain on the transcript, but the numeric grade may be averaged into overall GPA and identified per the new school grading /weighting standards. If weighting negatively impacts AP or honors placements, work with your guidance counselor to seek a possible remedy. For grading scale information go to DoDEA Progress Reports
- 11. Be sure to request recommendation letters from your current teachers, coaches, and special program sponsors to use in college applications as well as for special program access in the new high school. Make these requests a habit throughout high school, so you don't have to "track them down" when college applications are due.
- 12. Don't forget that even though they are grown, leaving behind friends impacts high schoolers. Youth Sponsorship Programs will help your teen acclimate to the new school and community. Request a Youth Sponsor. Some teens may balk at first, but once they get that email and can ask questions of a peer, they are grateful. They will be glad for it and that first day at school will be much easier. See your School Liaison Officer for questions and assistance in connecting with a youth sponsor.



HS in DODEA Information Links:

Graduation Requirements
Student Activities
Curriculum
Course list Athletics
Student Services
Academic
School Links
AVID

Sexual Harassment Awareness & Prevention



Exceptional Family Member Program

Army Med.Com. EFMP

EFMP and Me

Parent Rights IDEA

EDIS

DoDEA Special Education

Procedural Safeguards

DoDEA SPED Manual

Respite Care

Glossary

Dispute Management

STOMP

Wrightslaw

SCORE-Special Care
Organizational Record

Military One Source Education Directory

Military One Source Special Needs Consultants

EFMP Resources,
Options, & Consultations

Tricare ECHO

OCONUS Directory

DoDEA Gifted Ed.

<u>Direct Step</u> <u>Direct Step eCourses</u>

Yellow Pages for Kids



Exceptional Family Member Program

When you transfer to a new duty station, everyone in your family has to make adjustments. When someone in the family needs special education or medical services, there are often added challenges. Learning as much as you can about resources available to assist you with the move can get you started on the right foot toward a successful move.

What is the Exceptional Family Member Program?

The Exceptional Family Member Program EFMP is designed to provide support to military families with special needs. The EFMP is a multidisciplinary assignment tool that interfaces with other military and civilian agencies to provide comprehensive and coordinated medical, education, community, and personnel support to military families with special needs. Enrollment in the EFMP ensures consideration of the needs of the family members in the detailing process.

Who is eligible for the EFM Program?

Family members of active-duty personnel or reservists called to active duty who meet the following criteria:

- Is enrolled in DEERS
- Had been diagnosed with a chronic medial, mental health or educational condition (including gifted students) for six months or longer that requires special services.
- Resides with the active-duty sponsor.

Must I enroll my family member with special needs in EFMP?

Yes, if someone in your family qualifies for the program, enrollment is MANDATORY! Active- duty service members will be screened for suitability prior to approval for accompanied travel. If the accompanying exceptional family member is enrolled in the EFMP, their needs will be considered early in the assignment process to ensure that medical and educational services are available. If their needs are only identified during the mandatory screening process, often the assignment will be delayed while their needs are coordinated with the gaining location. Whether transferring within the U.S. or overseas, researching the availability of services for the exceptional family member may seem like an insurmountable task. However, information is available through your installation Military Treatment Facility (MFT), EFMP Coordinator, and the School Liaison Officer (SLO) or from a variety of on-line sources. (See links column on left)





Family Member Travel Screening (FMTS)

All family members of active duty and/or activated Service members who request government sponsored travel to remote and/or OCONUS locations must be screened. FMTS will be completed within the 12 months prior to the Service member's report date to the projected duty location. The expected timeframe to complete the entire FMTS process is 60 days. Screening should be initiated immediately once the Service member has been officially notified of an OCONUS assignment.

EFMP FORMS

DA Form 7246

Exceptional Family Member Program Screening Questionnaire

DD Form 5888

Family Member Deployment Screening Sheet

DD Form 588-1

Screening of Family Members in Remote OCONUS Areas

MEDICAL CLEARANCE FORM

DD Form 2792

Family Member Medical Summary.

OF178

Medical Exam Form

EDUCATIONAL CLEARANCE FORM

DD Form 2792-1

Early Intervention / Special Education Summary



10 TIPS for a smooth PCS with a Special Kid

The past year of quarantines and schedule disruptions have been difficult for everyone, especially for children with special needs. Some have missed needed therapy, had difficulty understanding and adapting to the changes in routine, and experienced behavior changes. If you have an imminent PCS move, following are some tips to help you make your move as smooth as possible. Contact your School Liaison Officer (SLO) for additional local information and resources.

- **1. EFMP:** If you are active-duty be sure you are enrolled in the Exceptional Family Member Program. (See previous page for more information)
- **2. Preparing Your Child:** If your child doesn't adapt well to change, have a talk about your plans as soon as possible. Don't drop everything in one discussion. Bit by bit provide information. Talk about the new location positively. Give your child time to digest the news and start to come to terms with the upcoming changes.
- **3. Planning:** Waiting until the last moment to gather information, documents, advice, etc. isn't a good idea. Meet with your child's teacher or case study team to discuss goals and requirements for your child. Contact your SLO to help you identify the POC for special education at your new school. If possible, set up a time for a "warm handoff" teleconference between the two teams of educators prior to school starting if possible. You may need to have registration complete for this.
- **4. Gathering Documents:** Be sure to HAND CARRY all documents. An up-to-date IEP is vital. Your new school is required to honor the IEP upon arrival. If the IEP is expired the entire process will have to begin again! The school will likely do a reevaluation within the first month or so. Having copies of previous evaluations will be extremely helpful if there is a divergence of opinion. The Special Care Organizational Record (SCORE) may help you keep all your information in one place.
- **5. Furniture Pick up Day:** If appropriate, allow your child to select some of the items that will go with him/her. Provide bright stickers in one color to put on all the boxes in your child's room, so when items are delivered you know right away which items go in his/her room. This will allow you to get your child's items out and set up quickly making him feel more at home in your new quarters.
- 6. Childcare: If your child won't do well with the confusion that a moving day brings, consider utilizing hourly care if available or have one parent deal with the move and the other or a friend spend time with the child. You can have your child registered in CYS and eligible for hourly care before you arrive! Contact your local CYS Parent Central Office for details or go to MCC.Com. Depending upon availability, you will also be able to access youth sports, lessons, and activities through CYS Services. Go to MWR Online Services to sign up. The sooner your child is involved in something they love the easier the transition will be. Also, hourly care upon arrival may make your transition smoother too! Your SLO can update you on what is available in your community. Learn about Inclusion support in CYS
- **7. Diet:** Often when we are busy with moving and living in and out of hotels, we don't exactly have stellar diets. The increase in fats, salts, and sugars may impact your child's behavior. Be cognizant of how your child reacts to food and make choices accordingly. Have a few items handy in a bag for those times that you aren't presented with a good choice for a peckish child. If your child has specific dietary needs, allow ample time to find what you need in your new community.
- **8. Patience:** Allow yourself and your child a bit of slack. People don't like change, and as a result of all the turmoil a move brings, tempers may flare or standards may need to be relaxed a bit. It's ok.
- **9. Make Connections:** Wrightslaw's Yellow Pages for Kids can connect you to a host of groups and agencies to support you and your child in stateside locations. Check with your post Army Community Services and SLO. If your child is in grade 6 or up a youth sponsor can be helpful. Army Europe Youth Sponsors are trained in 100% acceptance of all students and may be a nice door to meeting other students at school, especially for the more typically shy child. Request a youth sponsor from your SLO. For younger children ask the SLO if there is an option for connecting your child to another student.



www.yellowpagesforkids.com

10. Attitude: Children often get their cues from adults. If you approach every PCS as an adventure, you will provide your child with a feeling of safety. "If mom and dad are cool with it, maybe it's not so horrible." But if mom and dad are panicking and acting like the world is ending when things don't go according to plan, guess who else is more likely to feel that way? Show some **POSITITUDE!** It will make for an easier PCS and a happier child.



PRE-SCHOOL Options in Army Europe

ON POST OPTIONS:

- I. DoDEA Universal Pre-K is available to all DoDEA eligible students age 4 by I Sept. Available in almost all locations with remaining locations to join as facilities are completed. (Currently, Ansbach and Wiesbaden do not yet have this program.)Inquire at your zoned elementary school to apply. School meal program participation is required as part of the program. Wrap around care (before and after school care) for UPK students is available in many locations through Child and Youth Services through CYS. Resources: FAQS Curriculum Standards
- 2. Sure Start program in DoDEA Schools is similar to Head Start programs in the USA. This is currently available in Ansbach and Wiesbaden. Acceptance is based upon rank (E4 and below have priority) and certain additional criteria which might put a child at risk. Some parent participation is part of the program. Space is very limited. It is not available at all locations. Child must be 4 years of age by September 1st. Contact the SLO & see the Sure Start Guide for info.
- **3.Preschool Services for Children with Disabilities [PSCD]** The DoDEA PSCD program for the young child offers specifically designed instruction, support, and services for students with an identified disability which requires them to have an individually designed instructional program to meet their unique learning needs. Preschool special education services are provided for children three to five years of age who demonstrate a significant difference in actual functioning when compared with the functioning of a nondisabled child of the same chronological age. This significant difference occurs in one or more of the developmental areas as measured using standardized evaluation instruments and confirmed by clinical observation and judgment. Evaluations and a Case Study Team determine eligibility. Request consideration at your zoned elementary school. Age eligibility starts on the child's 3rd birthday no matter when in the school year that is.
- **4. Child and Youth Services Strong Beginnings** is a pre-kindergarten program, designed for children who will enter kindergarten the following year. Strong Beginnings prepares young students for school with lessons in everything from science and technology to how to hold a carton of milk or carry a food tray. Besides the basics of "kindergarten protocol", Strong Beginnings also teaches math, social studies, beginning reading & writing skills, and good manners. Supportive staff will teach children social and academic skills to help them be better prepared to enter kindergarten. (Article) Not available in all locations. Contact Parent Central Services for more information.

OFF POST OPTIONS:

- **5. International Schools** that also offer pre-school programs are available off post in some locations. Instruction is typically in English and these are tuition based. Ask your School Liaison Officer for local specifics. Listings also available on at the following links: ITALY GERMANY BELGIUM NETHERLANDS
- **6.** Host nation kindergartens or pre-school programs. Local national schools are sometimes not open to Americans, however there are some locations where this could be an option. Understand that instruction and communication by school personnel will be in the local language. Also, calendars for European schools differ from those in the US. Additionally, these are not always free. Your <u>SLO</u> can point you in the direction of how to proceed investigating this option.

DoDEA Kindergarten: A Primer for Parents





Starting kindergarten in Europe this fall?

10 FAST FACTS:

- I. Kindergarten is a full day program.
- 2. Kindergarten enrollment is not required. It is a parent decision.
- 3. No single factor determines Kindergarten Readiness
- 4. Naps are not part of kindergarten.
- 5. Cutoff age for kindergarten enrollment is five years of age by September 1st. The only exception made is if a child has already started kindergarten in a state that has a later cut-off date. No "evaluations for exceptions" are made.
- 6. Cut-off age for first grade is six years of age by September 1st. From 2nd grade on requirement is "successful completion of previous grade."
- 7. Kindergarten students must be escorted to and from school or a bus stop by a parent or responsible caregiver.
- 8. Check with <u>DoDEA Health Services</u> for guidance on keeping sick little ones at home, immunization requirements, allergies, & medications.
- 9. You can find information about DoDEA <u>curriculum</u> and <u>assessment</u> online.
- 10. When parents are involved students are more likely to excel in school!

Kindergarten Enrollment

Excited about starting kindergarten in America?



Here are some things to consider:

- Kindergarten age isn't uniform across the US. Typically, the requirement is 5 years of age by a certain date. Find out more here: <u>Kindergarten Cut-off Dates</u> If your child has already started kindergarten and is moving to a state with an earlier cut- off date which would make your child ineligible for enrollment, have no fear. The <u>Interstate Compact on Educational Opportunities for Military Children</u> provides that children of active-duty military can be "grandfathered" into a class.
- Immunizations should be up to date. State immunization requirements may vary. Find your <u>immunization requirements by disease and state.</u> The CDC information to assist in understanding <u>Immunizations</u> for children.
- The Interstate Compact helps out here too. Military dependents are allowed to
 enroll in and start school without shot records with 30 days to provide proof of
 immunization. This allows time in case there are requirements that your child
 hasn't yet met.
- Full day kindergarten programs are almost universal, but not all places offer full day kindergarten, so be sure to check with the local schools as you make your housing decisions. Your SLO can be a great source of information about what is available.
- Have vision screening done prior to departing. These are vital to ensuring any problems
 a child may be having in school aren't related to these issues. Most schools will do basic
 screenings during the year, but if your child comes in after it'sdone, a full year could go
 by without you recognizing a potential problem.
- Is your child ready? Kindergarten Readiness Checklist
- Kindergarten enrollment is optional in some US districts. Decide what works bestfor your child. Waiting a year may be just what your child needs.
- Help your child have a happy first day by setting up a visit to the classroom prior to the big day! Meeting the teacher and seeing the layout of the room helps remove some fear of the unknown and makes for a less anxious first day. For mid-year moves, ask if the school connects new students with current ones. Even children as young as five can be good ambassadors to new students.

Are you excited yet???

Planning on homeschooling in Europe?

Some parents elect to homeschool their children while OCONUS. This is a legal option open to all SOFA sponsored active-duty military, DoD civilians, and contractors. No state or federal government permission is required.

Be aware that for some European citizens home schooling is illegal and homeschooling is not common or recognized. You should be mindful of potential "looks" if you are out and about offpost with your children during "normal school hours". In addition, to prevent unwarranted interest by local authorities you should use discernment when conducting "non-academic" activities or allowing children to be unsupervised outside the home during "normal" school hours.

The Netherlands does not have a SOFA agreement. Instead, they have a "Friendship Agreement" which does not address homeschooling. Homeschooling is not "recognized" by the Dutch government. The Compulsory Education Act, Article 2, paragraph I, states that school attendance is mandatory, so there may be challenges for homeschoolers going to Brunssum. Homeschool families moving to Europe should check with the School Liaison Officer for more information about homeschooling in their country or region.

It is also important to keep in mind any homeschool regulations in the state where you plan to return. You don't want to be caught short if you intend to homeschool or transfer to a school in another state.

School Liaison Officers may also connect homeschool families to local homeschool groups that sometimes share in field trips, PE, parties, curriculum fairs, science fairs, workshops and other educational and social activities.

Child & Youth Services also offer special events/programs for homeschoolers in some locations.

The School Meal Program is also available to homeschooling families. (See SMP information in this guide)

Homeschool families may request special education evaluation and services in the DoDEA schools.

Homeschool families also have the option of benefitting from some of the activities or classes within the DoDEA schools. For example, a homeschool student may wish to participate in an extracurricular activity, take just an art or math course at the school, complete standardized tests, have access to online learning programs, take select virtual school classes, or use school textbooks. All these options are open to eligible dependent homeschoolers through the on-post schools on a space available basis.

Students must have completed registration paperwork with the school and commit to regular participation in any chosen activity to allow for proper planning on the part of the teachers or activity sponsors. Check out the <u>Guide to Auxiliary Services in DoDEA</u> to learn more!

For more information or to access local homeschool groups, contact your <u>School Liaison Officer</u>.

Resources:

<u>DoDEA Home School Website</u> <u>Home School Legal Defense Association</u>

Planning on homeschooling in the USA?

If you plan to continue homeschooling upon your return to the USA, it is important to arm yourself with information about your new state requirements so both you and your children are better prepared to be successful and in compliance with local laws.

States vary in requirements for residency status, reporting, testing, etc. If you have a high school student, be aware of your state requirements for accreditation of HS credits in the event your child plans to enroll in public school or state university.

Some states may require testing documentation. You might consider participating in assessments with the DoDEA schools. (You will need to contact your zoned school well in advance of testing dates.) If your child may have special needs, you can request an evaluation through DoDEA schools while you are in Europe. Having this documentation may enable your child to access support through the local school district in your new location.

Contact your SLO for a warm handoff to your new duty location SLO for connections to local homeschool groups and other helpful information on options and resources to support your child's homeschool education.



State by state homeschool laws

SPED Homeschool

High school and beyond

Homeschool groups national and by state



School Transition Check List Europe INBOUND



Find out how the Interstate Compact on Educational

Opportunity for Military Children can help if need be!

Get PCD to Europe tips at <u>USAREUR-AF Newcomers' Page</u>

DOCUMENTS YOU MAY NEED	TO DO LIST		
Passport / birth certificate	Notify your current school registrar and child's teacher of upcoming PCS. (Minimum 2 weeks prior)		
Immunization Record (DoDEA Requirements)	Complete withdrawal paperwork with current school		
Health Records / Sports Physical (as applicable)	Request copy of current official records/transcripts and hand carry these		
Legal Documents (i.e. custody papers if applicable)	Contact your current School Liaison Officer (SLO) for		
Sponsor's Orders (Or Verification of Employment Letter, Contract, or Personnel Action)	information & assistance with this transition & make contact with an Army Europe SLO at your new location. (See pages 36-37)		
Proof of Command Sponsorship	If possible, identify the school where your child will attend. In some locations, there are multiple elementary/middle		
Copy of Transcripts/Cumulative Folder - hand carry	schools so you may have to wait until you know where you will live. Your SLO can provide zoning information.		
Current Schedule if during the school year	Register online prior to arrival. You can register all your		
Report Card	children at once. You don't need to know which exact		
Withdrawal Grades / Progress Report	school your child will attend to do this. You will need to visit the school upon arrival to finalize any details.		
Test Scores & Formal Assessments	Request appointment with new school's guidance		
Up-to-date Individualized Education Plan (IEP), 504 Plan, IFSP, ESL & records as applicable	counselor. (Especially important for HS and special needs students) Find schools on page 11.		
HS teachers' letters of recommendation for future college applications	Sign up for before/after school care, youth sports, & other activities through CYS. You can have registration transferred to your new post! See CYS Parent Central		
JROTC or other activity records	Services for details.		
Housing assignment letter, off post lease agreement or lodging receipt to determine school zone. (Be aware that if attending school when in lodging/hotel, you attend the school zoned for the	Ask school for any work your child can do during the move if they will be missing school. You may need to quarantine upon arrival. Ask the SLO about learning support during this time. Support will differ by grade and platform.		
hotel) If you have a lease and plan to move out of the hotel soon, often you can register where your	Return equipment, texts, or library books to the school.		
new home is zoned prior to arrival there, but typically must provide own transportation. Ask the SLO for more information	Close out your current school meal account. You will set up a new meal account with the Exchange upon arrival. You can apply for free/reduced meal online once you register for school.		
Contact information for your current/previous school	If due items such as yearbooks, you may need to leave the		
Contact information for two local "emergency contacts." You may need to identify someone in	old school with cost of postage for S/H.		
your new command to be emergency contacts until you make new local friends to list as contacts.	Ask the SLO about extra-curricular and sports try-out information.		
Free or reduced meal status documentation (if	Request a youth sponsor by contacting the <u>SLO</u>		
applicable) Your eligibility can travel with you during current school year. Or you can re-apply online once you are registered at school here!	Log onto Military Kids Connect for tips on how to make this transition easier.		
Housing allowanes is not included in total income			

Housing allowance is not included in total income

overseas, so you may qualify in Europe even if you

did not in the USA.



School Transition Check List Europe OUTBOUND



DOCUMENTS YOU MAY NEED

TO DO LIST

Notify your current school registrar and child's teacher of upcoming PCS. (Minimum 2 weeks prior)		
Complete withdrawal paperwork with current school		
Request copy of current official records/transcripts and han		
them.		
Contact your current School Liaison Officer (SLO) for in & assistance with this transition & and put in contact with your new location.		
If possible, identify the school where your child will attend		
some locations, there are multiple elementary/middle scho you may have to wait until you know where you will live. Yo		
can provide zoning information. Research schooling options in your new location. Ask SLO		
GreatSchools.org National Home School		
Private School Review Homeschool Legal Defense Association Neighborhood Scout		
National Center for Educational Statistic ! Request appointment with new school's guidance counselor		
(Especially important for HS and special needs students)		
Sign up for before/after school care, youth sports, & other a through CYS. You can have registration transferred to you post! See CYS Parent Central Services for details.		
Get on any waitlistsnow at MCC.com		
Ask school for any work your child can do during the move will be missing school.		
Return equipment, texts, or library books to the school.		
Close out your current school meal account.		
If due items such as yearbooks, you may need to leave the o school with cost of postage for S/H.		
Ask the SLO about extra-curricular and sports try-out infor		
Request a youth sponsor by contacting the SLO.		
Log onto Military Child Education Coalition for tips on how to make this transition easier.		
Find out how the <u>Interstate Compact on Educational Opportor Military Children</u> can help if need be!		
Research your new duty station and get newcomer informated Military One Source		
Compare DoDEA high school graduation standards with yo location to head off any potential gaps. Contact the guidant counselor and SLO if you spot a concern.		

apcoming res. (minimum 2 weeks prior)				
Complete withdrawal paperwork with current school				
Request copy of current official records, them.	transcripts and hand carry			
Contact your current School Liaison (& assistance with this transition & and your new location.				
If possible, identify the school where you some locations, there are multiple elem you may have to wait until you know we can provide zoning information.	nentary/middle schools so			
Research schooling options in your new GreatSchools.org Private School Review Homeschool Legal Defense Association National Center for Educational Statistic 5	National Home School Assoc. Public School Review Neighborhood Scout			
Request appointment with new school's (Especially important for HS and speci				
Sign up for before/after school care, you through CYS. You can have registration post! See CYS Parent Central Services Get on any waitlistsnow at MCC.com	n transferred to your new			
Ask school for any work your child can will be missing school.	do during the move if they			
Return equipment, texts, or library boo	ks to the school.			
Close out your current school meal acco	ount.			
If due items such as yearbooks, you may school with cost of postage for S/H.	need to leave the old			
Ask the SLO about extra-curricular and	d sports try-out information.			
Request a youth sponsor by contacting	the SLO.			
Log onto <u>Military Child Education Coali</u> to make this transition easier.	ition for tips on how			
Find out how the <u>Interstate Compact of</u> for <u>Military Children</u> can help if need be				
Research your new duty station and get Military One Source	newcomer information.			
Compare DoDEA high school graduatic location to head off any potential gaps counselor and SLO if you spot a concer High School Graduation Requirements	. Contact the guidance rn.			



Need an Academic Boost? Overseas assignments can sometimes make it hard to find a tutor for your child. Luckily, there is a FREE option for you! Tutor.com provides live, one-to-one, REAL HUMAN BEING online tutoring for students Kindergarten through college level in any subject! Help is available 24 /7!

If your child is eligible to use the DoDEA schools, they are eligible to use this service. (Includes homeschoolers & NDSP students.) Due to COVID19, access eligibility was recently expanded to a wider demographic on a temporary basis. To check your eligibility and to set up your account go to www.tutor.com/military/eligibility

Contact your <u>SLO</u> to have a youth sponsor assigned to your child. Youth sponsors can provide incoming student with pre-arrival peer level communication (grades 6-12), information upon arrival, and assistance settling in the school!

Military One
Military One
OneSource Source provides
assistance and
planning for a PCS as well
as a host of support
services for military
families.
www.militaryonesource.mil

MILITARY INSTALLATIONS

Get installation information for your upcoming PCS move.

https://installations.militaryonesource.mil/



WHEREVER your PCS move takes you, <u>KNOW</u>
YOUR SLO! It will make for a smoother transition!

Find your SLO here







If you have trouble finding your SLO, contact the IMCOM Europe School Liaison Officer



ARMY EUROPE
SCHOOL LIAISON
OFFICER
DIRECTORY





Location	SLO	Email SLO	DSN	Tel. from USA	Websites
USAG Ansbach	Trude Moellmann	trude.c.moellmann.naf@army.mil	(314) 467-2098	011-49- 9802- 832098	https://ansbach.a rmymwr.com/pro grams/school- support-service
USAG Bavaria Garmisch	James Allison	brooke.r.boswell.naf@ar my.mil	(314) 440-2266	011-49- 8821-750- 2266	https://garmisch. armymwr.com/pr ograms/school- support-service
USAG Bavaria Grafenwoehr	Lana Muzzy	ruslana.a.muzzy.naf@ar my.mil	(314) 526-9042	011-49 - 9641-70- 526-9042	https://grafenwoe hr.armymwr.com/ programs/school- liaison-officer-slo
USAG Bavaria Hohenfels	Nickayla Myers-Garner	nickayla.m.myers- garner.naf@army.mil	314-522- 2082	01149- 9472-708- 2082	https://hohenfels. armymwr.com/pr ograms/school- liaison-officer-slo
USAG Benelux Brunssum	Courtney Westhof	courtney.e.westhof.naf @army.mil	(314) 597.4277	011-31 (0)45.534. 0277	School Support Service Europe :: Brunssum :: US Army MWR
USAG Benelux Brussels	John Orme	john.w.orme.naf@army. mil	(314) 368-9535	011-32- 2717- 9535	https://brussels.ar mymwr.com/prog rams/school- support-service
USAG Benelux SHAPE	John Orme	john.w.orme.naf@army. mil	(314) 368-9535	011-32- 2717- 9535	https://chievres.a rmymwr.com/pro grams/school- liaison-officer-slo





Location	SLO	Email SLO	DSN	Tel. from USA	Websites
USAG Italy Camp Darby	Jennifer Kandell	jennifer.e.kandell.na f@army.mil	(314) 633-8075	011-39- 050- 548075	https://italy.armymwr.co m/programs/vicenza- school-liaison-officer-slo
USAG Italy Vicenza	Beth Potter	beth.p.potter.naf@army.mil	(314) 646-5836	011-39- 444-71- 5836	https://italy.armymwr.co m/programs/vicenza- school-liaison-officer-slo
USAG Rheinland Pfalz Baumholder	Lynn Rice	lynn.s.rice.naf@arm y.mil	(314) 531-3442	011-49- 611-143- 531-3442	https://baumholder.army mwr.com/programs/scho ol-support-service
USAG Rheinland Pfalz Kaiserslautern	Lynn Rice	lynn.s.rice.naf@arm y.mil	(314) 541-9061	011-49- 611-143- 541-9061	https://kaiserslautern.ar mymwr.com/programs/sc hool-liaison-officer-slo
USAG Stuttgart	Brian Pappas	brian.n.pappas.naf @army.mil	(314) 596-9009	001-49- 9641- 70596- 9009	https://stuttgart.armymw r.com/programs/school- support-service
USAG Wiesbaden	Chris Dickson	christopher.a.dickso n8.naf@army.mil	(314) 548-9305	011-49- 611-143-548 -9305	https://wiesbaden.armym wr.com/programs/school- liaison-office
All others & remote locations	Region SLO Ruth Ploeger	ruth.c.ploeger.naf@ army.mil	(314) 544-9375	011-49- 611-143- 544-9375	N/A