escola internacional de torres vedras

international

international school of torres vedras

FAMILY WELCOME GUIDE

2026/2027

The information contained in this guide may be subject to change during the academic year.

Welcome Guide
2026/2027 - version 3.1

A WELCOME MESSAGE FROM THE SCHOOL LEADERSHIP

It is our pleasure to welcome you and your family to Escola Internacional de Torres Vedras. By choosing EITV, you have joined a community that is committed to ensuring every child is safe, happy and educated.

These three principles underpin everything we do. We want our students to feel safe not only on our campus, but also in their learning - confident to ask questions, take risks, make mistakes and grow from them. We want them to be happy, with opportunities to explore their interests, develop friendships and enjoy being children.

Our beautiful campus provides space to learn, play and connect with nature through our pinhal area and developing Forest Learning Programme, while our football pitches and year-round volleyball, basketball, futsal and padel facilities encourage healthy and active lifestyles. Through our Discovery Clubs, Student Action Group, concerts, theatre performances, productions and student showcases, we encourage students to develop confidence, creativity and a sense of belonging, ensuring that every child feels seen, heard and valued.

Alongside this, we want our students to receive an education that prepares them for life beyond school. Whether following the Portuguese Curriculum or the International Cambridge Curriculum, students at EITV benefit from an education shaped not only by academic excellence but by our ethos of Ethics, Innovation, Technology and Values.

As an Eco-School, a participant in Erasmus+ projects and home to an active Model United Nations programme, we encourage students to engage with the wider world, think critically, act responsibly and develop the skills they will need for the future. As part of the Forfar Education Group, we are also proud to offer opportunities for collaboration and shared learning with partner schools across Portugal, Greece, Andorra, Spain and the United Kingdom.

EITV is more than a school; it is a community. We value the partnership between school and home and recognise the important role families play in the life of the school. Together with our dedicated staff, Admissions Team and parent groups, we are committed to ensuring that every family feels welcomed, supported and connected from the moment they join us.

We are delighted that you have chosen to become part of our community and look forward to working together over the years ahead.



Daniela Sousa | Soraia Silva | Nancy de Oliveira | Filomena Martins

Pedagogical College Direction

Escola Internacional de Torres Vedras

GUARDIAN'S PORTAL

On our Portal, you can find all the information you need to stay up to date, including announcements, menus, calendars, timetables, stationary, textbooks, regulations and registration forms for various services and activities.

Below you will find **direct links** to this information; however, we always encourage parents and guardians to explore our Portal and familiarise yourselves with it!





Calendars

Timetables

Textbooks

Stationery



Announcements

Menus

Regulations

Welcome Manual [PT]
Nursery and Pre-School

Meetings



GUARDIAN'S PORTAL

Services and Activities

Discovery Clubs



- Dance
- Drama Club
- English Discovery Club
- Martial Arts
- Music Academy
- Table Tennis
- The Inventors



Services



- Dual Diploma
- Extension
- Study Room
- Transportation
- Summer Clubs

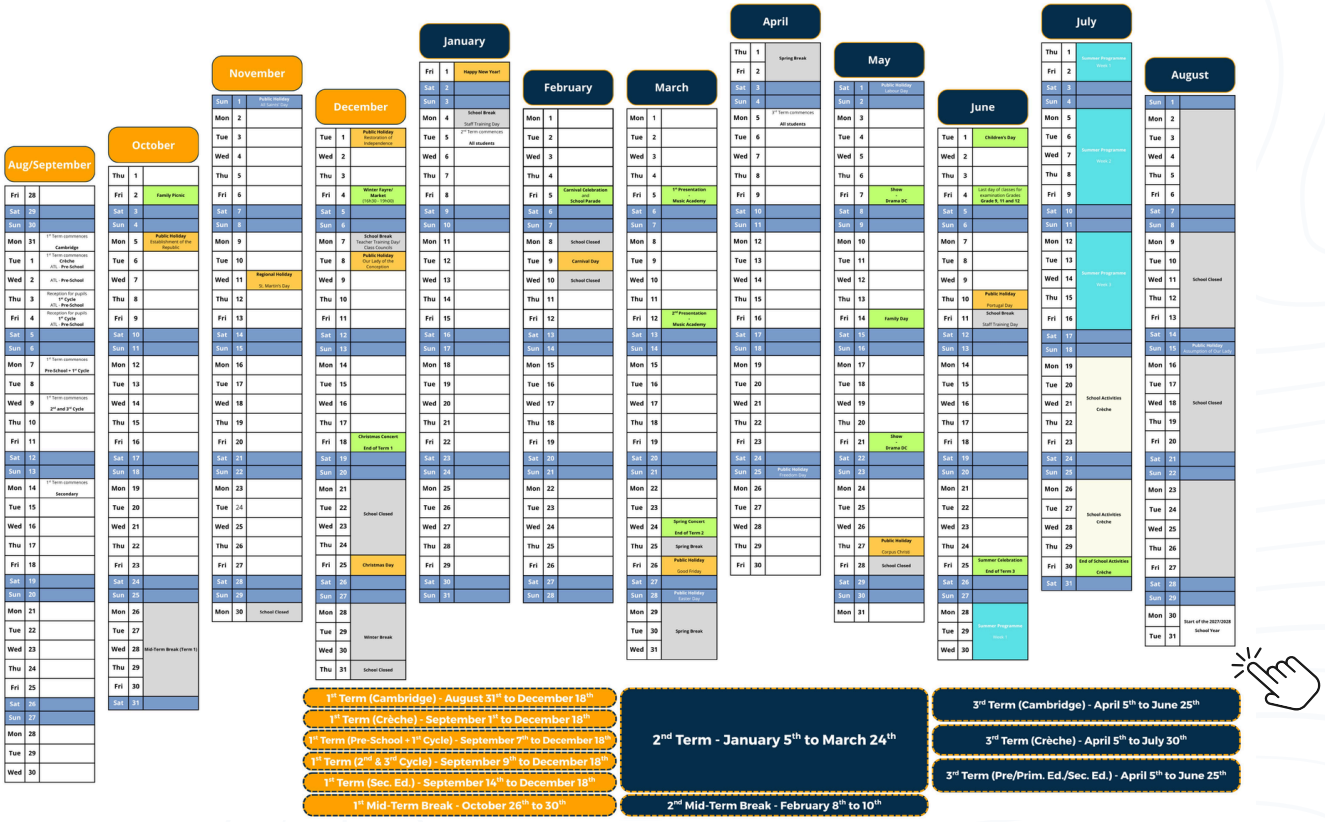
CALENDAR AND MEETINGS

As an introduction for new Parents/Guardians and to update existing Parents/Guardians, EITV holds a **meeting** at the start of the school year, organised by Curriculum.

Attendance at this meeting is extremely important, as information will be provided on how the new school year will proceed, including **details of teachers, subjects, assessment criteria, the educational project and how the school operates, amongst other matters.**

Parents/Guardians will also have the opportunity to clarify any queries directly with the Headroom Teacher / Headteacher.

Annual School Calendar 2026/2027



Note: The Annual School Calendar may be subject to change during the school year.

Calendar of start-of-year parent meetings / events:

- **Parent Meeting Cambridge Curriculum** - August 31st 2026 - **09h00**
- **Parent Meeting National Curriculum** - September 4th 2026 - **18h00**
- **Introductory Activities Primary (Cambridge)**
  - August 31st 2026 - **09h00-12h30**
- **Introductory Activities Secondary (Cambridge)**
  - August 31st 2026 - **09h00-13h00**
- **Introductory Activities 1st Cycle (National)**
  - September 3rd and 4th 2026 - **09h00-16h30**

PUNCTUALITY AND ATTENDANCE

Punctuality and attendance are much more than mere disciplinary rules; they are a direct reflection of our **Values**, one of the fundamental pillars of our school community.

By cultivating the habit of being present and arriving on time, pupils demonstrate **respect** for their teachers' work, **consideration** for their classmates, and a **commitment** to their own personal development.

These behaviours shape character and prepare young people for the challenges of the future, turning **responsibility** and **civic-mindedness** into daily practices that extend beyond the classroom.

For this reason, students are expected to arrive in the classroom on time every day, so as to ensure they make the most of every learning opportunity.

Systematic absences disrupt the school routine and seriously jeopardise academic success.

It is essential to be aware that **excessive unauthorised absences can directly affect progression to the next year,** putting at risk all the progress made throughout the academic year.

To safeguard the student's progress, attendance is monitored. Consequently, absences for health reasons must be formally justified by means of **medical declarations**.

Furthermore, it is important to emphasise that **absences due to holidays during the school term are not justified,** as the school calendar is designed to ensure that learning objectives are fully met.

Further information is available in our Internal Regulations.



UNIFORM

At Escola Internacional de Torres Vedras, the use of school uniforms plays a key role in fostering a **sense of community** and **promoting equality amongst pupils,** thereby minimising socio-economic distinctions within the learning environment.

By organising uniforms by stage - distinguishing between Nursery, Pre-School and “Ensino Básico” (Grade 1 to 9), Primary and Lower Secondary pupils - the school also fosters a sense of **belonging** and **pride** in each pupil’s development.

Although students in **Secondary (National)** and **Upper Secondary (Cambridge)** are free to choose their own clothing on a day-to-day basis – provided it is appropriate – the school’s visual cohesion is universally maintained through the physical education kit and the formal uniform, which are compulsory for all year groups.

This school identity takes on added significance when pupils take part in **school trips, contests or external events,** the uniform acts as a **recognisable brand image,** conveying a message of organisation, respect and a strong connection to the school.

As well as facilitating **safety** and the **swift identification** of pupils in public spaces, this neat appearance projects a solid and professional institutional image of which the entire educational community can be proud.



UNIFORM

Nursery and Pre-School

- Striped Bib
- Chequered Bib
- “Panamá” Hat
- Sheet



1st, 2nd & 3rd Cycles / Year 1 to Year 9



- Cap
- Polo Bordeaux
- Polo piquê (short sleeve)
- Polo piquê (long sleeve)
- Deck Type Shoes

Formal Uniform

- Trousers
- Shorts
- Skirt
- Collared Shirt
- Sweater
- Deck Type Shoes



Physical Education



- T-shirt
- Shorts
- Skort
- Tracksuit Pants
- Tracksuit Jacket

SAFETY

At Escola Internacional de Torres Vedras, the safety and wellbeing of the entire school community are key priorities.

Our campus enjoys a privileged and secluded location, fully enclosed by a perimeter fence and with access control at the outer gate, which makes it significantly more difficult for unauthorised persons to enter and for pupils to leave unaccompanied.

To further enhance everyone's safety, we have a modern access control system featuring **digital turnstiles at the main entrance**.

This system is strictly configured to ensure that no pupil can leave the premises unaided during school hours (between 9h15 and 16h30).

Every pupil (from Year 1 onwards) has an individual access card to pass through the turnstiles. **New pupils** should go to the LED room during their first week at school to have their photograph taken for the card.

In addition to this technology, we have staff present and providing constant supervision in the access areas throughout the day, particularly at peak times for arrivals, departures and school transport.

These integrated measures enable us to know precisely and in real time who is on campus, ensuring a calm, safe and monitored learning environment that is prepared for any eventuality.



EITV APP'S

To ensure smooth, transparent communication and the practical day-to-day management of our pupils' needs, we use (in addition to our website – **portal.eitv.pt** – and the **Microsoft Teams** platform, where direct teacher-pupil communication takes place) two essential digital platforms, tailored to the different needs of our families:

eCommunity

This is the central school management platform for parents and carers across all stages of education. Through eCommunity, you can closely monitor your child's academic progress.

- Key features: View timetables, absences and assessments; top up the school card; and complete the re-enrolment process quickly and easily.

eCommunity Guide



Growappy

Designed exclusively for the families of our youngest pupils (Nursery and Pre-School), Growappy focuses on building close relationships and real-time communication.

- Key features: Direct communication with the teaching staff, sending messages, and access to daily updates on your child's routine, well-being and activities.

Growappy Guide



FAMILIES - EITV COMMUNICATION

At Escola Internacional de Torres Vedras, we believe that communication between the school and families should be effective and, above all, efficient.

We would therefore like to inform parents and guardians where they should go to discuss any matters they wish to address.

Extracurricular Activities - discovery.clubs@eitv.pt
- Discovery Clubs and Summer Clubs.

Headteacher / Homeroom Teacher
- Matters relating to the class;
- Tests, assignments and other specific academic matters;
- Notifications regarding pupils arriving late, leaving early or being absent on specific occasions;
- Concerns regarding class matters.

IT (in person in the LED Room or by email [suporte@eitv.pt])
- Problems with the access system (cards / turnstiles / e-pass);
- Technical support with enrolments and renewals.

Reception - rececao@eitv.pt / +351 918 027 335
- Enquiries regarding transport routes and timetables (form available online);
- Notifications regarding pupils arriving late, leaving early or being absent on specific occasions.

Secretariat (in person [8h30-9h30 and 15h00-17h30] or by email [secretaria@eitv.pt])
- Requests for declarations;
- Enquiries regarding enrolment and renewals (**admissions@eitv.pt**);
- Updating student and Parents/Guardians' documentation;
- Requests for new cards and replacement cards.

Treasury - tesouraria@eitv.pt
- Enquiries regarding payments / monthly fees;
- Enquiries relating to school insurance;
- Enquiries regarding the shop (in person **[8h30-9h30 and 16h30-17h30]** or **loja@eitv.pt**).

General questions - geral@eitv.pt
- Complaints and suggestions;
- Matters not covered by the previous items.

Notes:

- Please avoid contacting the school by telephone to talk to teachers, as they will not be immediately available. Any matters for the attention of teachers should be sent directly to the Headteacher or Homeroom Teacher **by email;**
- In the event of an emergency, please contact **Ilda Caseiro** directly by telephone (+351 918 027 335);
- Registration forms for activities, services and enrolments **are available online.** In the event of a system error, please contact **suporte@eitv.pt** with a screenshot of the error message and a description of the process leading up to the error.

FAMILIES - EITV COMMUNICATION

Contact Directory

Departments

General
geral@eitv.pt

Admissions
admissions@eitv.pt

IT
suporte@eitv.pt

Store
loja@eitv.pt

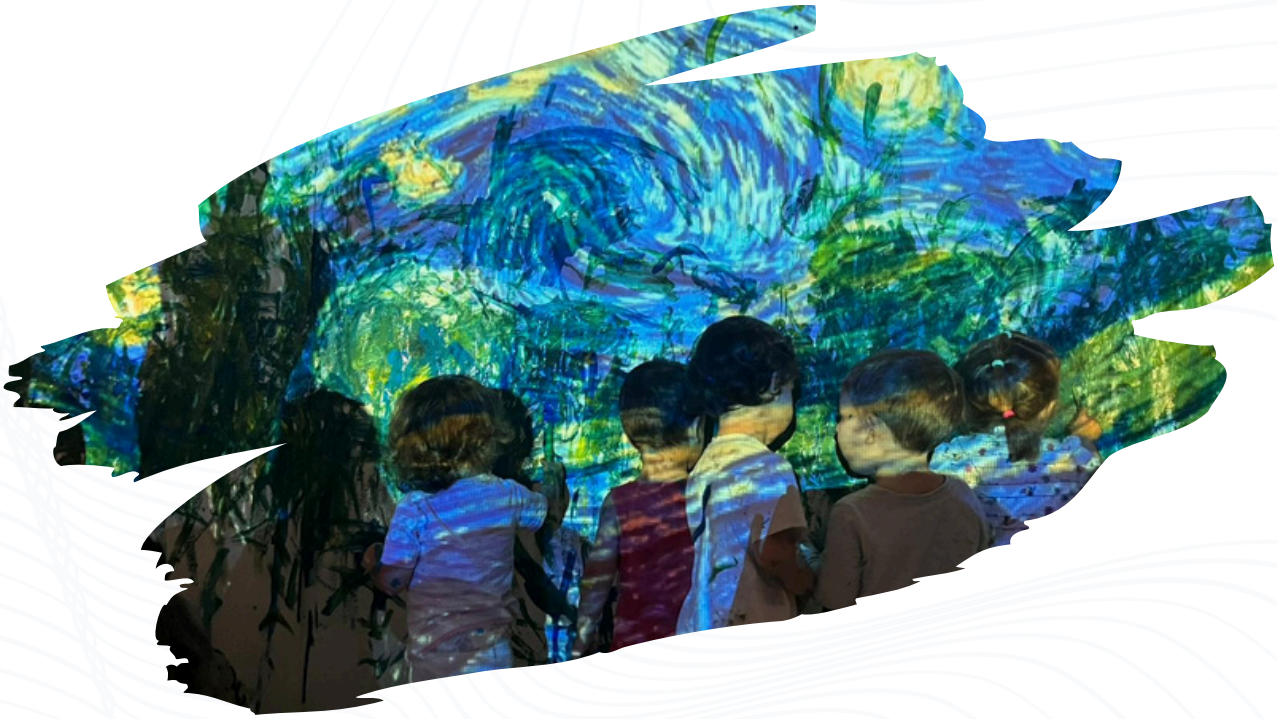
Reception
rececao@eitv.pt
+351 918 027 335

Recruitment
recrutamento@eitv.pt

Secretariat
secretaria@eitv.pt

Treasury
tesouraria@eitv.pt





FAMILIES - EITV COMMUNICATION

Contact Directory

Management

President of the Pedagogical College Direction
Filomena Martins (filomena.martins@eitv.pt)

Cambridge Curriculum Director
Nancy de Oliveira (nancy.oliveira@eitv.pt)

Crèche Director
Daniela Sousa (daniela.sousa@eitv.pt)

National Portuguese Curriculum Director
Soraia Silva (soraia.silva@eitv.pt)

Coordination

Primary Coordinator (Year 1 - Year 6) (Cambridge)
Priscilla Soares (priscilla.soares@eitv.pt)

Lower / Upper Secondary Coordinator (Year 7 - Year 12) (Cambridge)
Paulo Craveiro (paulo.craveiro@eitv.pt)

Pre-School Coordinator
Daniela Sousa (daniela.sousa@eitv.pt)

1st Cycle Coordinator (National)
Vanessa Silvestre (vanessa.silvestre@eitv.pt)

2nd and 3rd Cycle and Secondary Coordinator (National)
Soraia Silva (soraia.silva@eitv.pt)

Coordenadora do programa Dual Diploma
Filomena Martins (filomena.martins@eitv.pt)

FAMILIES - EITV COMMUNICATION

Contact Directory

Crèche and Pre-School - National Curriculum



Nursery
Daniela Sousa
daniela.sousa@eitv.pt



C1
Marta Pinto
marta.pinto@eitv.pt



C2 A
Ana Bárbara Vitorino
abarbara.vitorino@eitv.pt



C2 B
Marisa Pedro
marisa.pedro@eitv.pt



P3
Diana Franco
diana.franco@eitv.pt



P4
Rute Gabriel
rute.gabriel@eitv.pt



P4/5 A
Adriana Silva
adriana.silva@eitv.pt



P4/5 B
Ana Patrícia Nunes
apatricia.nunes@eitv.pt

FAMILIES - EITV COMMUNICATION

Contact Directory

1st and 2nd Cycle - National Curriculum



1st Grade A

Filipa Antunes

filipa.antunes@eitv.pt



1st Grade B

Ana Catarina Inácio

acatarina.inacio@eitv.pt



2nd Grade A

Mariana Jerónimo

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3rd Grade A

Vanessa Silvestre

vanessa.silvestre@eitv.pt



4th Grade A

Vanessa Ramos

vanessa.ramos@eitv.pt



4th Grade B

Rita Santos

rita.santos@eitv.pt



5th Grade A

Susana Dias

susana.dias@eitv.pt



6th Grade A

Renata Rocha

renata.rocha@eitv.pt

FAMILIES - EITV COMMUNICATION

Contact Directory

3rd Cycle and Secondary - National Curriculum



7th Grade A
Daniela Fernandes
daniela.fernandes@eitv.pt



7th Grade B
Paulo Amaral
paulo.amaral@eitv.pt



8th Grade A
Alexandre Costa
alexandre.costa@eitv.pt



9th Grade A
Bruno Gomes
bruno.gomes@eitv.pt



10th Grade
Miguel Leal
miguel.leal@eitv.pt



11th Grade
Miguel Cunha
miguel.cunha@eitv.pt



12th Grade
André Pinheiro
andre.pinheiro@eitv.pt

FAMILIES - EITV COMMUNICATION

Contact Directory

Primary - Cambridge Curriculum



Year 1

Isidora Cid

isidora.cid@eitv.pt



Year 2

Carla Rijo

carla.rijo@eitv.pt



Year 3

Adriana de Aragão

adriana.aragao@eitv.pt



Year 4

Stacey Gomes

stacey.gomes@eitv.pt



Year 5

Veronica Nilsson

veronica.nilsson@eitv.pt



Year 6

Priscilla Soares

priscilla.soares@eitv.pt

FAMILIES - EITV COMMUNICATION

Contact Directory

Lower and Upper Secondary - Cambridge Curriculum



Year 7

Rui Flora

rui.flora@eitv.pt



Year 8

Liudmila Apolonova

liudmila.apolonova@eitv.pt



Year 9

Joana Jorge

joana.jorge@eitv.pt



Year 10

Priyanka Sharma

priyanka.sharma@eitv.pt



Year 11

Irina Lukina

irina.lukina@eitv.pt



Year 12

Paulo Craveiro

paulo.craveiro@eitv.pt

APPENDIX

PRICE LISTS



Main Price List



Transport



Uniforms



Discovery Clubs



Café

Note: Price lists may be subject to change during the academic year.

OBTAIN PORTUGUESE DOCUMENTATION

Request for Tax Identification Number (NIF), Social Security Number (NISS) and Health Number (SNS) (simultaneously)

You must meet the following conditions:

- Have a Portuguese address;
- Not possess a Portuguese citizen's card.

You must also meet **one (1)** of the following conditions:

- Have applied for or already obtained a residence permit;
- Be a national of a European Union (EU) country;
- Have applied for international protection (including asylum seekers and beneficiaries of subsidiary protection);
- Have refugee status or be a beneficiary of international protection.

Simultaneous applications can only be made at 12 Citizen Service Centres nationwide. These are listed in the link below.

For further information, please click here.

Request for Tax Identification Number (NIF), Social Security Number (NISS) and Health Number (SNS) (separately)

If you do not meet the requirements for applying for the identification numbers simultaneously, you will need to submit separate applications.

You can follow the links below to find out more about how to apply for each document:

Application for a Tax Identification Number (NIF)

Application for a Social Security Number (NISS)

Application for a National Health Service Number (SNS)

You can apply for a National Health Service Number at any public health centre, but we recommend that you visit a Health Centre to do so.

The **Torres Vedras Health Centre** is located at **Rua Fernando Barros Ferreira Leal Urbanização Conquinha, 2560-253 São Pedro e São Tiago, Torres Vedras**.

WELCOME TO TORRES VEDRAS

Local Guide for New Families

1 Shopping & Daily Essentials



Arena Shopping

- **Location:** Rua António Alves Ferreira 2, 2560-256 Torres Vedras.
- The largest shopping centre in the western region of Portugal, with around 80 shops, a food court featuring 15 restaurants, and a range of entertainment options.
- **Why families love it:** Everything from groceries (Auchan hypermarket) to clothing, electronics, and weekend entertainment in one convenient location.
- **Tip:** Parking is available and stores typically open 10h00-23h00.

2 Local Markets & Supermarkets

- **Supermarkets:** Aldi, Auchan, Continente, Intermarché, Lidl, Mercadona, Pingo Doce - all easily accessible.



- **Markets:** Weekly local markets in the town centre sell fresh fruit, vegetables, fish, and regional products - a great way to explore Portuguese culture.

3 Emergency Numbers

- **National Emergency Number:** 112
- **PSP Torres Vedras:** 261 100 580
- **GNR Torres Vedras:** 261 249 520

Further contact details are available on the Torres Vedras Municipal Council website

4 Medical & Health Services

Centro Hospitalar do Oeste (Public Hospital)

- **Location:** Rua Dr. Aurélio Ricardo Belo, 2560-324 Torres Vedras
- Provides general medicine, specialist consultations, diagnostics, and emergency care.



Private Hospital: CUF Torres Vedras

- **Location:** Rua João Carlos Júnior 5, 2560-253 Torres Vedras
- Offers consultations, diagnostics, surgery, and emergency care. Often English-speaking staff are available.

Clinics & Diagnostics

- **Affidea Torres Vedras:** Diagnostics, Imaging and Tests
- **Torres Saúde:** General and Specialist Medical Clinics

Centro de Saúde de Torres Vedras (Public)

Pharmacies

- Numerous pharmacies are scattered throughout Torres Vedras. Many provide advice in English and are open weekdays 9h00-19h00, with some open on Saturdays.

Local Guide for New Families (Continued)

5 Transport & Connectivity

By Car

- Torres Vedras is connected to Lisbon via the A8 motorway (~45 minutes).
- Local parking is generally available in shopping areas and town centre streets.



By Bus & Train

- **Buses:** Barraqueiro, FlixBus, Rede Expressos - frequent services to Lisbon and neighbouring towns.
- **Trains:** The Linha do Oeste connects Torres Vedras to Lisbon and the regions to the north.
- **Tip:** If you commute to work every day, bear in mind the proximity of the bus or train station when choosing where to live.

Taxis & Shuttles

- Reliable 24h taxi services are available for
- local travel or airport transfers.

6 Housing & Utilities

- **Rental process:** Most rentals require a 1-to-2-month deposit, plus proof of income or guarantor.
- **Utilities:** Electricity, water, and internet are typically separate from rent. Common providers: EDP (electricity), Águas de Torres Vedras (water), and MEO/Vodafone/NOS (internet & TV).
- **Tipping point:** Make sure to register for "Número de Contribuinte" (NIF) - Portugal's tax number - as it's often needed for leases, utilities, and bank accounts.

7 Leisure & Family Life



- **Beaches:** Santa Cruz, Praia Azul, and Praia da Formosa are all nearby - clean, family-friendly, and excellent for weekend outings.
- **Parks & outdoor spaces:** Parque Verde da Várzea is a large green area ideal for walking, cycling, or picnics.
- **Culture:** Torres Vedras is known for its Carnival (one of Portugal's biggest) and historic sites like the castle and Lines of Torres fortifications.
- **Sport & recreation:** Several local gyms, swimming pools, surf schools, and tennis clubs' welcome families.

8 Practical Tips for Families

- Keep **local maps** and **emergency numbers** handy.
- English-speaking staff are often available in private hospitals and larger pharmacies.
- Explore local markets and shopping centres for both essentials and cultural experiences.



At **Escola Internacional de Torres Vedras** we're here to support you every step of the way. Settling into a new country is easier when you know where to go - and now you do!