



# ICSPARIS

INTERNATIONAL SCHOOL



## Key contacts

**Front Office Reception** (general inquiries, requests for documents such as school certificates, or to give information about your child): [reception@icsparis.fr](mailto:reception@icsparis.fr) / +33 01 56 56 60 70

**What should I do if my child is sick?** If your child is unwell, you must inform the school. This is best done via Toddle/Managebac or through an email to your child's homeroom teacher.

·**Finance Department** (Invoices, receipts, payment queries): [finance@icsparis.fr](mailto:finance@icsparis.fr)

·**Communication** (Newsletters, announcements): [communication@icsparis.fr](mailto:communication@icsparis.fr)

·**Admissions Team** (New enrollments): [admissions@icsparis.fr](mailto:admissions@icsparis.fr)

·**Administration** (Shuttle, and Canteen): [mskippon@icsparis.fr](mailto:mskippon@icsparis.fr)

·**Re-enrollment**: [reception@icsparis.fr](mailto:reception@icsparis.fr)

·**IT Department** (Toddle, Managebac, iPads, and Laptops): [gcedile@icsparis.fr](mailto:gcedile@icsparis.fr)

·**Uniforms** (questions on sizing, etc.): [uniformes@globeducate.fr](mailto:uniformes@globeducate.fr)

·**Extracurricular Activities** (after-school and lunchtime activities): [activities@icsparis.fr](mailto:activities@icsparis.fr)



**For more information**, please check this page regularly for information:

<https://www.icsparis.fr/parent-portal>

(Scan the QR code to access the website via smartphone)