

Support Guide for Students and Families

Matias Aires
D. DOMINGOS JARDO
n.º2 Cacém
Mira Sintra
Meleças
n.º2 Mira Sintra
ANTÓNIO TORRADO
Lopas
E20 Sintra



Monserrate Palace



Queluz Royal Palace



Cape Roca



Sintra National Palace

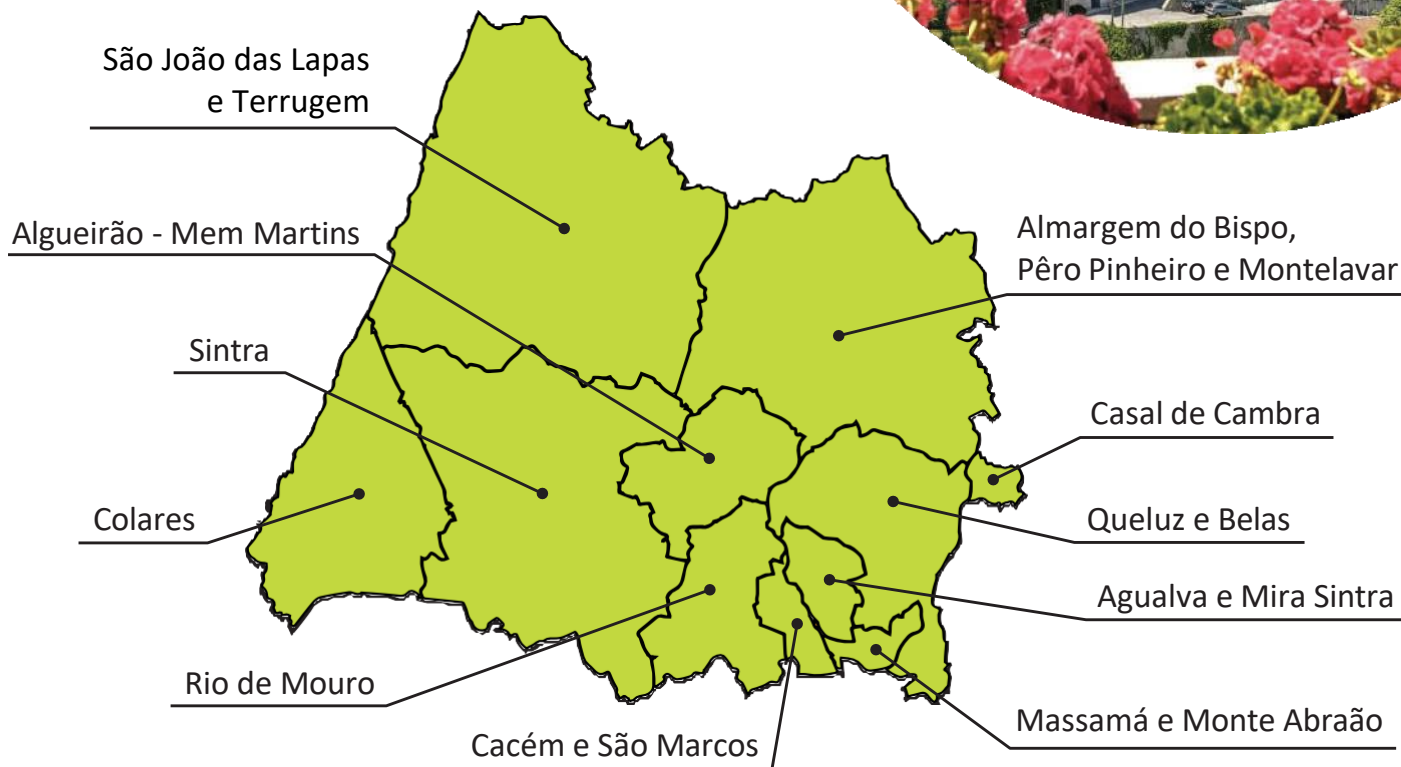


Pena Palace

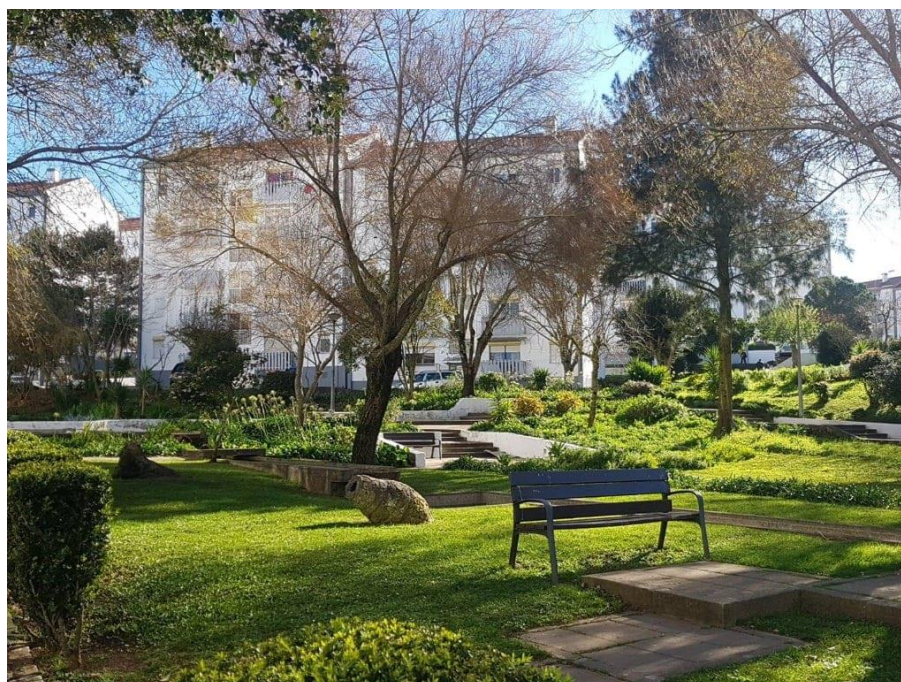
Sintra



Sintra territory: 11 parishes



The school is located in the parish of Aigualva and Mira Sintra





Bank Holidays and festivities

13 national bank holidays, where schools will be closed.



Sintra demographics

- Population: 385 606
- Area: 319,2 km²
- Parishes: 11



Health Services

- There are several Health Centre's in Sintra;
- Public Hospital is Hospital Professor Doutor Fernando Fonseca.



Free Helpline (Saúde 24)
808 24 24 24

Public security forces and first responders



In case of EMERGENCY, accident or disease, call 112



Institutions that support immigrants



- **ACAS**

Associação Luso Cabo-verdiana de Sintra
219 203 371 / 932 118 880

- **ACITMMM**

Islamic Community Tapada das Mercês e Mem
Martins - Association
920 278 204 / 219 176 119

- **Casa da Guiné**

Associação de Solidariedade Social

- **Casa Seis**

Associação para o Desenvolvimento
Comunitário | 219 188 431 / 965 863 828

- **CSPAMMM**

Centro Social Paroquial de Algueirão – Mem
Martins - Mercês | 219 226 400

- **CPR**

Portuguese Council for Refugees
218 314 372

- **Estrela da Lusofonia**

Associação Cultural e Recreativa
218 256 624 / 964 261 607

- **FAK** Fundação Aga Khan

- **Geração Adolscer**

Associação para a Integração Psicossocial
de Crianças e Jovens

- **JRS**

Serviço Jesuíta aos Refugiados
217 552 790 / 937 541 620

- **Olho Vivo**

Associação para a Defesa do Património,
Ambiente e Direitos Humanos
912 344 079 / 214 353 810

- **Ser Alternativa**

Associação de Apoio Social
219 207 354 / 961 885 658

Embassies:

- **Cabo-Verde**

Avenida do Restelo n.º 33, Lisboa

- **Brasil**

Estrada das Laranjeiras n.º 144, Lisboa

- **Guiné-Bissau**

Rua de Alcolena n.º 17, Lisboa

- **Angola**

Avenida da República n.º 68, Lisboa

- **Bangladesh**

Rua António Saldanha n.º 3, Lisboa

Multicultural Organisations

- **AMCI**

amc2009i@hotmail.com | 213245130

- **Associação cabo verdiana de Lisboa**

geral@acvlisboa.pt - 213 593 367

- **Association dos Ucrrianos em Portugal**

ucraniamosemportugal@gmail.com

- **Association ZWY**

zwyassociacao@outlook.com | 21 8480103



Sintra City Hall provides support from a “tutor” who accompanies migrants when visiting services, such as Social Security or Citizen’s Store, with the presence of a translator.

Tax Identification Number (NIF)

What's Tax Identification Number?

- It's a number that allows a person to be identified for taxes purposes;
- Also known as tax number or NIF;
- Each person can only have one NIF.

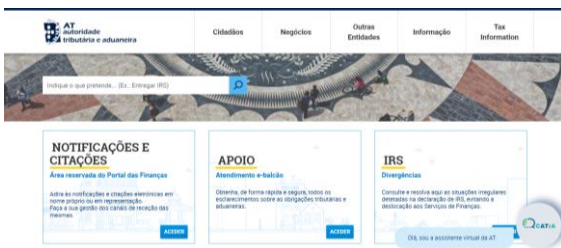


What is it for?

- Open a bank account;
- Apply for a loan;
- Rent a house;
- Other situations that may request a tax number.

Documents required to request the NIF:

- Civil identification document or passport;
- Identification number of the Fiscal Representative;
- Application Model (Mod. Annex II available at the consular stations);
- Document that certifies the tax representation (Mod. Annex III available at consular stations) or mandate contract with representation in which the acceptance of the fiscal representation is expressly stated.



How to request?

1. Take the necessary documents and go to a financial service center;
2. Take a number and wait for your turn;
3. Explain that you want to obtain the tax number.

Residence Permit

Residência



What's AIMA?

- Government Indirect Administration Service;
- Support with documentation, welcoming, integration and inclusion.

Residence Permit

- It's a document that allows foreign citizens to live in Portugal;
- There's 2 types: temporary and permanent.

Residence Permit

- It's the document issued to immigrants that allows them to live in Portugal.
- This document replaces the id number of the foreign citizen and proves the status of legal resident in Portugal.



Who can apply for the resident permit?

- The person interested in obtaining this authorization or his/her legal representative;
- The authorization can be extended to minors dependent on the applicant.

Reasons

There are **6 main reasons** to apply for a resident permit in Portugal. Depending on the reason for which you're requesting the authorization, you'll have to present certain documents and/or fill out some forms.

- Living in Portugal;
- Working in Portugal;
- Studying in Portugal;
- Exceptional situations;
- UE Nationals/EEE/Andorra/Switzerland and Family members;
- Equal rights and duties Statute.

Where to request?

- Request must be made to AIMA (Agency for Integration, Migration and Asylum);
- You can schedule an appointment at AIMA through : 808 257 257 / 218 106 191
- AIMA Address: Avenida António Augusto de Aguiar 20, 1069-119 Lisboa



Social Security



SEGURANÇA SOCIAL

What is it?

- System that aims to ensure basic social rights of citizens;
- Promotes well being and social cohesion for all people working in Portugal.

For whom?

- All people, Portuguese or foreigners that are working and living in Portugal.

How to register?

There are two modalities:

- **Employee:** registration is carried out by the employer;
- **Independent Worker:** is the person who has to register.

Registration, Contributions and Allowances

There are two ways to be associated to social security:

- **Taxpayer:** make social security deductions;
- **Beneficiary:** if you're entitled to any type of allowance.

Family Allowance

What is it ?

- A cash benefit allocated monthly, to compensate family expenses relating to the support and education of children and young people;
- Can be requested for children up to 16 years of age with certain exceptions.

Who can request?

- Parents and legal representatives of children up to 16 years of age;
- By the person or entity that has administratively or judicially entrusted the child or young person to their custody;
- By the young person themselves if they're over 18 years of age.

Important

Without Social Security documents they do not receive support or are able enroll.



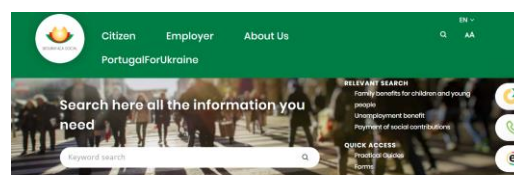
Social Security in Sintra

Social Security Cacém

Street Dona Maria II 90, 2735-294 Agualva-Cacém

Social Security Sintra

Avenida Barão Almeida Santos, n.º 10 e 12, Quinta dos Plátanos – 2710-525 Sintra



Enrollment



- In-person at the School Group office;
- Online: <https://portaldasmatriculas.edu.gov.pt>



Portal das
Matrículas

Mandatory Documents:

- Proof of address and residence or professional activity;
- Student and Parent Id (passport);
- Tax number, Social Security number and Health number (or registration form) from both student and parent;
- Portuguese Vaccination Card.



Structure:

- Pre-school; 1st, 2nd and 3rd cycles, Secondary, Professional and Higher Education.

Things to take into consideration:

- To choose between different schools;
- Select the school according to place of residence or professional activity.

Access to Higher Education/University:

- **Public** – Through the competition on a National level to access University;
- **Private** – Contacting the Institution.

Language Support:

- Subject of Portuguese as a non-mother language;
- Assessment upon student arrival to assess their level.

Public Transport: Pass



What is it ?

- **Navegante Card** allows you to travel throughout Lisbon metropolitan area and is free of charge for students up to the age of 23.
- Pass should be charged monthly. It is possible to do this through:
 - Navegante spaces
 - ATM
 - VIVA Portal
 - Transport operator service stations

Navegante pass Spaces in Sintra

Av. Doutor Desidério Cambournac, 3-A | 2710-553 Sintra

Av. José Elias Garcia, 71 | 2745-155 Queluz (4 caminhos)

Municipal Market Rio de Mouro (store 14) Av. Gil Eanes 5
2635-003 Rio de Mouro

How to do the pass?

Navegante pass can be requested:

- at a Navegante space;
- at the customer support office of one of the transport operators;
- online.



Get to know more about pass
here

Lisbon Transportation

carris 



COMBOIOS DE PORTUGAL



Find the buses that pass
near your school!



Translation Services



Telephone Translation Service (STT)

Telephone Translation Service (STT) it's a complimentary service to support immigrants in communicating and accessing the Portuguese language.

This service places the technician from the institution providing the service, a translator and the immigrant, in a conference call.

Can contact through:



808 257 257 (land line)

218 106 191 (mobile)

Works Monday to Friday, from 09h00 until 19h00 and Saturday from 09h00 until 17h00.

Translation Apps



SayHi!



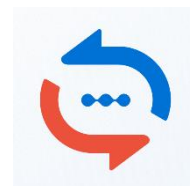
Reading Coach



Pictures Translator



Microsoft Translator



Reverso





Matias Aires
D. DOMINGOS JARDO
n.º2 Cacém
Mira Sintra
Meleças
n.º2 Mira Sintra
ANTÓNIO TORRADO
L o p a s
E20 Sintra