



Settling In

IWA Guide to the Braunschweig Region



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Who we are

We are a registered association aiming for the integration of foreign women and German newcomers in the region of Braunschweig. Thus we offer support and orientation in daily life and the German culture to the non-working partners and children of families that have moved to the region due to their partners' career. The official language within the IWA-BS is English.

What we offer

- Monthly Newcomers' Coffees for exchanging information and experiences
- Support in finding orientation in the new region
- Additional meetings for activities and interest groups
- Sports activities such as jogging and Nordic walking groups
- Literature circles in German and English
- Conversation groups in English, Spanish, German and Italian
- Newcomers' coffee
The Newcomers' coffee is the place where, in an informal way, you can meet members of the IWA-BS and other international people who are interested in the IWA-BS.
- Interest groups
Interest groups are where members get together to follow their common interests, e. g. conversation groups, literary circles, yoga, painting and much more.
- Cultural heritage
Cultural heritage is a platform bringing the culture of the Braunschweig region to you. Cultural walks around historic sites and cultural institutions are offered.

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Please contact Maria Isabel Cáceres Guerrero or Marianne Wandt for appointments and registrations. If you have questions outside working hours please send us an e-mail. We will answer as soon as possible.

For further information please visit our website: www.iwa-bs.de

The IWA-BS is a registered association: registered in the register of associations of the local court (*Amtsgericht*) Braunschweig on the 14th August 2006 under VR 200086.

Confirmation of common public interest by the tax authorities Braunschweig-Altewiekring by notification from 20th June 2006 – reference number 13/220/32294.

Postal address

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Children

Babysitting in special situations: K.N.U.T., Pa.U.L.A., Ha.n.n.A. and KALEO



In special situations it is good to know that you can get help with your children

We all know the saying, “Bad things come in twos”. This is very often true when you have a sick child at home but still have to go to a very important meeting, or you, yourself, have to go into hospital but there’s nobody to take care of your child. What to do then? Of course, you cannot leave your child behind all by herself/himself.

Especially for these emergency cases there are people in Braunschweig and Wolfsburg to help you out. “Knut”, “Paula” and “Hanna” are the services in Braunschweig, “Kaleo” is to be found in Wolfsburg.

K.N.U.T. stands for *Kinder-Notfall-Unterbringungs-Telefon* and is a service offered by the *Braunschweiger Bündnis für Familie*. By calling K.N.U.T. you can find a trustworthy person to take care of your child (up to 15 years of age) who will be at your place within an hour when

- your child is ill and can’t attend kindergarten or school but the parents have to be at work,
- you have to go to hospital due to an emergency case,
- your train is late and your child has to be picked up,

- your nanny is unavailable (short-hand notice) and you cannot stay at home or find somebody to take care of your child.

Pa.U.L.A. is the second service offered by the Braunschweiger Bündnis für Familie.

Pa.U.L.A. (*Ihr Partner für planbare Betreuung-sengpässe*) comes into play when you know that you will need somebody to take care of your child – meaning you can plan for it. This might be the case when

- you need to go on a business trip and your nanny is not available, the kindergarten is closed etc.,
- your business meeting takes longer on a certain day and there’s nobody else to take care of your child,
- there is an urgent appointment and you cannot take your child along.

Ha.n.n.A. stands for a service you are prescribed by your doctor if you have to go to hospital or fall ill and cannot take care of your household chores (*Haushaltshilfen nach notwendiger Arztverordnung*). You can ask for this service if you are the one who is running the family business and you have a child who is not more than 13 years of age or is handicapped. If the *Krankenkasse* (health insurance) approves, then they also carry the costs for the service. Ha.n.n.A. helps you find a person to take over your job. Please note that you should get in touch with the *Braunschweiger Bündnis für Familie* before you apply for reimbursement at the health insurance.

Cultural awareness



Dos and don'ts in Germany

Addressing/Meeting somebody

Dos	Don'ts
Address people generally with the formal form "Sie". It is equivalent to vous in French, Usted in Spanish or Lei in Italian.	Combining the formal form of address "Sie" with the first names is unusual. The same applies to "Du" with the family name.
Shake hands when you are introduced to someone – it is impolite not to. Kissing on the cheeks or embracing is becoming more popular among friends.	Refuse to dance on social occasions when you are invited to.
Direct eye contact is expected when talking with others.	Avoiding eye contact. It is considered to be impolite or uninterested.
Use expressions such as "Danke" and "Bitte" frequently.	
Say your name at the beginning of a phone call.	
"First things first" when coming in a shop or anywhere else remember to greet first before stating your needs.	

Dates and appointments

Dos	Don'ts
Be on time! Call also if you are only 5 minutes late!	Be late – everybody else will be on time.
Make personal dates or appointments at the doctors two or three weeks in advance. Last minute invitations are not common.	Appear unexpectedly or without invitation at any house.
Bring a little something (flowers, chocolate, wine) if you are invited to a house. Remove the packing of the flowers before ringing the bell.	Give someone red roses as a present unless you mean passionate love.
Invitations to coffee and cake (15.00 to 17.00) at home are usual although it has become more popular to invite for breakfast or brunch.	Interrupt quiet times from 13.00 to 15.00 and after 20.00 by calling or making noise.



Dos	Don'ts
For a birthday: it is not unusual to ask what he/she would like to have (if you know him/her well), and to give <i>Gutscheine</i> (vouchers) for a shop he/she shops. Nice packaging and a birthday card are appreciated.	Congratulate before the birthday. It brings bad luck! It is no problem to congratulate or celebrate later. "Round Birthdays" are sometimes celebrated almost like a wedding.
Make sure the people you invite for a meal eat what you intend to prepare. There are many allergies, religious and nutritional issues and taste preferences as well. Ask directly.	Insist that somebody has to eat something.
When entering a private house ask your hosts if they prefer you to take off your shoes. Sometimes they wish so.	Smoke indoors at somebody's home without asking first.
It is more important to enjoy a nice talk and drink together than cooking many dishes.	