

10. Opening hours and contact information

The institution's opening hours:

Monday: XX-XX

Tuesday: XX-XX

Wednesday: XX-XX

Thursday: XX-XX

Friday: XX-XX

Contact information:

XXXXXX

XXXXXX

XXXXXX

Tel .: XXXXXXXX

You can also read about the institution in the following website:

XXXXXX.dk



Engelsk

Welcome



We look forward to get to know your child and your family, and to give him / her a safe time in the institution where he / she thrive and develop.

In this folder you can read about the Danish culture in our day care and a range of information that can give you an insight into both the practical and pedagogical conditions that are associated with having a child in (family)-day care / day care in Norddjurs Municipality.



1. Parent cooperation

The staff uses an IT system (INFOBA) to assess whether your child thrives and whether he/she is included in the community at the institution. In addition, all children will have their language-skills evaluated when they are about 3 years and when they are approximately 5 years.

In day care and nursery an early language assessment tool called TRAS is applied.

If there is something we are concerned about – even if it is minor concern – then we will contact you. We think it's important that you can always keep track of how your child is at the institution, and you are also welcome to share your concern with us or ask us if you have any doubts.

You can always contact the childminder or one of the pedagogues at the lounge when you collect / deliver your children. You can also ask about your child's experiences during the day.

During the initial meeting, we will ask about your history as a family, so we are aware of what your child has experienced before he/she came to Denmark. We do this because we want to meet and understand your child's needs and reactions as good as possible.

All parents are invited to parent meetings at the institution.



9. The goodbye - Collect / bring

It is important that you get to say goodbye to your child every day so that he / she knows that you go. It is also important that there is plenty of time to deliver the child, so the situation does not appear stressful for the child. Children may be upset when their parents go. This is normal. Often it takes a very short time before the child is happy again. If we find that your child has difficulty being happy again, we will contact you.



If your child must be collected by someone other than mom and dad, the staff must be notified about it. Otherwise, the institution will not allow the person to take child home.

It is important that you turn off your phone by delivery and pick up of your child, so you can be present with your child.

7. Sleep Habits

The amount of sleep that a child needs varies from child to another. It may also be that the child sleeps differently in the institution / daycare than it does at home. This is normal.

We follow the child's sleep patterns as far as possible. In day care / nursery, your child will most often be placed to sleep in a pram outside. In Denmark it is normal that small children have nap outside. If you prefer that your child should sleep indoors on a mattress then let us talk about it.

In a kindergarten children sleep indoors on mattresses if needed.

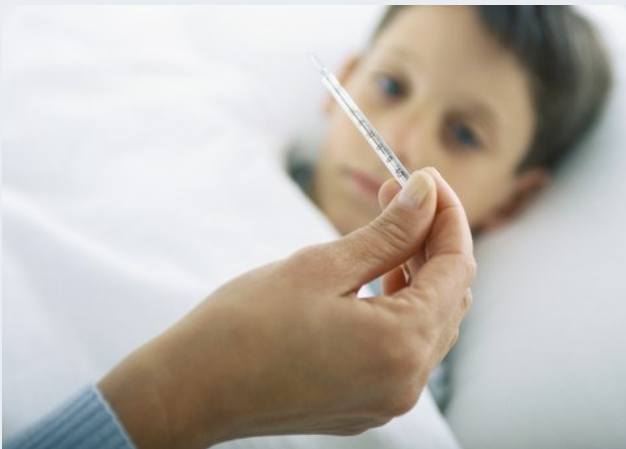
8. Illness

If your child is sick one day, then you should notify the institution.

You can do this by a phone call in the morning.

We will call you if your child gets sick while he/she is in the institution so you can come and collect him/her.

The child must come to the institution when he/she is well. He / she should be fever-free, must not be infectious and must be able to participate in everyday life in the institution.



2. Clothes

We focus on outdoor living and playing in nature, and we spend much time on the playground.

We spend time outdoor both during summer and winter and both when the sun is shining and when it rains or snows a little. Therefore, it is important that your child has clothes in the wardrobe, so he / she can stay warm and dry.

In the wardrobe, there must be:

-slippers

Rainwear and wellies

Outerwear and footwear that suits the season.

A thick sweater in winter

Extra change of clothes (underwear, pants, shirts, socks)

If your child uses a pacifier, we would like to have 2-3 suck to be in the institution / daycare

There must be the name of all clothing and shoes.

We think it's important that children themselves can take their clothes off and on. You can think about this when you buy clothes / shoes, so it's something that's easy for your child to get on / off. .



3. Food – special consideration for religion

Your child must have enough food to sustain them the whole day. It is therefore a good idea for them to bring along “Rugbrød” as it satiate well. Also, feel free to ask us if you need ideas about making a different lunch-box.

In case we make food together at the institution, you can rest assured that we are aware that your child does not eat pork, etc.



4. The best start

At our first meeting, we will see and agree on how the easiest for your child to settle in. The first couple of days we advise you to stay with your child at the kindergarten and make the days short. If you both attend sprogscole, it is possible for us in cooperation with sprogskolen make sure that at least one of you is able to be with your child at the kindergarten the first few days.

We will be in close contact with you in the beginning and contact you, if we deemed it necessary for the wealth being of your child. We therefor stress the importance of filling out the sheet with your contact information. There will also be questions regarding vaccinations and your permission to different things.

5. Privileged information

Law of client privileged binds all the employees. This means that any personal information about you and your children will not be forwarded without substitutional reason.

If you child is experiencing strong difficulties in the kindergarten and we are unable to help. Then we are bound by the service law (serviceloven § 35) to inform the social authorities. When your child needs to change kindergarten or school, we will be asking for your permission to forward the required information regarding your child to the next institution.

6. Daily routine



In Denmark, all institutions are to work with six themes, while the child is in kindergarten.

The six themes are: personal development, social skills, language skills, body and movement, nature, natural phenomena, cultural difference and values.

Furthermore, we have huge focus on inclusion of everyone. Therefor it is important for us to know that your child feel he/she is part of group and he/she develops in a positive way and make friends There are offers for kids, if we believe it will be beneficial for them in bettering their language skills. The child will be in a language-group with the other kids from the kindergarten.

Your child has the opportunity to play both in and outside throughout any given day. Sometimes the pedagogues choose the activities, other times the children are free to choose, what he/she wants to do.