



Welcome to preschool!



Hi!

Starting preschool is a new and exciting time for both you and your child. We hope you are going to enjoy your time at preschool and that it will be a fun, safe and educational experience for the entire family.

This brochure contains information and advice to get your family off to a good start.

If you have any questions the staff at your preschool will be happy to answer them.

Welcome!

Contents

The focus is on children's learning and development

Preschool's mission..... 4

When your child starts preschool

How acclimatisation works..... 6

Practical information

Food in preschool..... 8

Ban on nuts..... 8

Clothes to match the weather..... 8

How much does a preschool place cost? 10

Limited opening hours..... 10

Apps to make daily life easier..... 10

If your child becomes ill..... 11

A good preparation for starting school..... 12

Collaborating for children's well-being..... 14

Organisation and responsibilities..... 15

Contacts..... 16

The focus is on children's learning and development

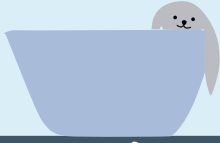
In preschool your child will learn new things and develop by playing, creating and exploring on their own, in groups, and together with adults.

Preschool includes teaching that stimulates and challenges the children. The education programme is based on the national preschool curriculum. Using a playful approach, we make the most of children's natural curiosity and desire to learn. The children's interests and needs will influence the way we plan the programme.

You can read more about the national preschool curriculum on Skolverket's (the Swedish National Agency for Education) website. The curriculum includes more information about the goals and mission of preschool.

The equal rights of all children

Every child has the right to a safe environment, free of discrimination and demeaning treatment. We are actively engaged in safeguarding children's rights and countering all forms of demeaning or abusive treatment.



ABBIS



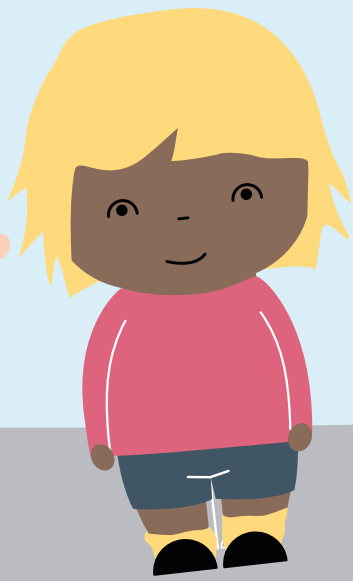
JOJO



MILLE



**Hi!
We'll show
you preschool.
Come with us!**



When your child starts preschool

Your child's time at preschool begins with an introduction, or acclimatisation period, during which you and your child have an opportunity to get to know the staff, the preschool and its procedures. You can ask the staff questions and tell them what your child's needs are.

After the acclimatisation you will have a number of other opportunities to speak to and meet the preschool staff. Below are some examples of meetings you can expect.

- » **Daily meetings** – a brief description of how your child's day was. Make an appointment with the staff if you'd like to talk more.
- » **Progress reports** – about your child's well-being, needs, development and learning.
- » **Parent-teacher meetings** – information about the preschool's mission, goals and current projects.
- » **The preschool survey** – once a year you will receive a questionnaire about your opinion of preschool. Your answers help us improve and develop the programme.

When Abbis started preschool his dad was there with him at the beginning. Together they hung his coat on Abbis' hanger every morning.

Abbis likes to draw, and at first there would often be someone from the staff who drew with him. Meanwhile his new friends played all around him. After a while Abbis wanted to join them.

When it was time to nap Abbis was quite tired, and slept a while. By the time acclimatisation was over, his dad had got to know the staff and felt confident that Abbis was in good hands at preschool.



Practical information

Food in preschool

In preschool we serve breakfast, lunch and an afternoon snack every day. The food is prepared in accordance with Livsmedelsverket's (Swedish National Food Agency) recommendations, so that the children get nutritious and healthy food every day. We serve food containing a lot of legumes and seasonal fruit and vegetables.

Does your child have special dietary needs? If so, please provide information about your child's needs here: goteborg.se/matiforskolan.



Ban on nuts

Nuts, peanuts, almonds and sesame seeds are not allowed in preschool as they can cause serious allergic reactions. This ban means that nuts are not served at preschool and that your child cannot take nuts with them to preschool. The ban applies outdoors as well as indoors, at all times of the day.

Clothes to match the weather

At preschool we spend a lot of time outdoors, so it's important to have clothes suited to the weather. It can be a good idea to keep changes of clothing and extra garments in preschool, so that your child can always be comfortably dressed.

It's a good idea to label your child's clothes with their name.

Jojo likes food. At preschool Jojo tries everything. The staff notice that her friends try more different foods when they eat next to Jojo. One of them tries broccoli for the first time, and another helps himself to more sauce. Jojo has already finished her food.

Eating together is important at preschool. Staff and children talk about all kinds of things while they're eating. What is the shape of a potato? Whose turn is it to have a helping of peas? The meal becomes an opportunity to practice everything from language to maths.

And just to be a good friend, when you're eating as well.



How much does a preschool place cost?

Every month you pay a fee for your child's place at preschool. The size of the fee depends on the total taxable income that your household has. The income of cohabitants who are not guardians is also included in a household's total income.

You are responsible for submitting correct income information, and it's important to notify us, as soon as possible, of any changes to the family's income or employment, or if you separate or move in together. If the family does not have any taxable income you write zero (0) when filling in your income information.

More information is available on goteborg.se/forskoleavgift.

Limited opening hours

Many preschools close during the summer. If your child needs to attend preschool during the summer period, there are preschools that stay open in the summer as well.

Four times a year preschools hold in-service training days (studiedagar in Swedish). On these days the preschool is closed and your child has a day off. If you are unable to get time off, your child can spend the day at a preschool that stays open even during in-service training days.

You can check current holidays and in-service training days on goteborg.se/forskola.

Apps to make daily life easier

Unikum Familj

With the Unikum Familj app you can follow your child's daily life, development and learning in preschool, right on your smartphone. You'll receive notifications about what's happening at preschool as well as other important information you need to know.

Download the Unikum Familj app from the App Store or Google Play, or log in online at start.unikum.net.

IST Home Skola

Fill in your child's timetable in the IST Home Skola app. The times you fill in have to be based on the times that you are either working, applying for jobs, or on parental leave (including travel time).

The children's timetables determine when your preschool opens and closes, and when the staff work. If you need to change the timetable, do so in the app at least two weeks in advance.

If you are unable to use the app, submit a written notification to your preschool instead. Temporary changes can be made up to 24 hours in advance. When you have time off, your child has time off.

If your child becomes ill

Your child has to be healthy in order to have the energy to play and take part in activities in preschool. When your child becomes ill, you have to get in touch with your preschool as quickly as possible. Phone or send a text message to the department and register your child's absence in the IST Home Skola app.

When does your child have to stay at home?

- » If the staff determine that your child is too tired or lethargic to keep up with the activities at preschool.
- » If your child has a fever. Your child must have been fever-free for at least 24 hours before returning to preschool.
- » If your child has a contagious illness.
- » If your child has an exuding sore or eczema. Your child can return to preschool once the sore has dried out.
- » If your child has an upset stomach with vomiting or diarrhoea. Your child has to have been eating normally and be symptom-free for at least 48 hours before returning to preschool.
- » Notify us when your child is returning to preschool so that we can plan to have sufficient staff on hand.

The Preschool Administration follows the hygiene procedures stipulated by Region Västra Götaland.



A good preparation for starting school

Research shows that the preschool programme is of great significance for children's subsequent schooling. Preschool allows children to develop their language skills, among others, in a playful environment.

Studies show that when they start school, children who have attended preschool have an advantage over their peers who have not, in both language and mathematics.

Things that children learn in preschool include:

- » **Cooperation**
- » **Sharing**
- » **Solving problems**

Reading develops children's imagination and vocabulary.

Mille walks past a building site on his way to preschool. It's going to be a new sports centre. Mille finds it exciting, with lots of things to look at. During assembly he tells his friends about diggers.

The following day, the whole preschool walks past the building site so that everyone can see what's happening there. When they get back to preschool, Mille and a few friends make their own building site in the yard.



Collaborating for children's well-being

All children are entitled to the opportunity to thrive and develop in preschool. The Preschool Administration includes special needs teachers, speech therapists and psychologists, and we collaborate with BVC (the child healthcare centre), the social services and other services that come into contact with families.

Family support

Do you want to strengthen your relationship with your child, or would you like support and advice in your parenting role?

ABC (Alla Barn i Centrum, or "All 'Bout Children") meetings and other courses can provide tips, sharing and guidance – online or on location. Read more about what's available in your area on goteborg.se/foraldrastod.

Sometimes families and children need extra support, e.g. regarding children's development and health. If your child is receiving support from several different services you may be eligible for a SIP (samordnad individuell plan, or "coordinated individual plan") – ask the head teacher at your preschool.

At preschool we have a confidentiality obligation

All preschool staff have a confidentiality obligation, meaning they are not allowed to share personal information about anyone with outsiders.

All children are insured against accidents

All children at preschool who are registered as resident in Gothenburg have accident insurance cover around the clock. The insurance policy only covers accidents. Read more about child and pupil insurance policies on goteborg.se/forskola.

Organisation and responsibilities

The Preschool Administration is responsible for about 20 open preschools and 360 municipal preschools, and for about 25,000 children, in Gothenburg.

Preschools employ several categories of professionals who work together to provide the children with a fun, safe and educational daily environment.

The head teacher has the overall responsibility and makes sure that the preschool functions as it should. **Preschool teachers** are responsible for ensuring that teaching follows the curriculum and that its content is educational. Together with **child minders**, preschool teachers support the children in their learning and development.

You can read more about the City of Gothenburg's Preschool Administration as an organisation and a workplace on our website goteborg.se/forskoleforvaltningen.





Do you have any questions?

Contact the preschool service on goteborg.se/forskoleservice

Phone answering hours: Monday–Friday
kl 08.00–16.30
Phone number: 031-365 09 60

The City of Gothenburg Contact Centre
can provide help in several languages.
Phone number: 031-365 00 00

Follow the Preschool Administration on Facebook and LinkedIn for news and insights into what's going on in preschools in the City of Gothenburg.

More information about preschools in Gothenburg is available on goteborg.se/forskola, where you can also leave comments about preschool.

