

## Do you have any questions?

### Contact the Preschool Service

Telephone hours: Monday–Friday, 8 am–4.30 pm

**Telephone:** 031-365 09 60

**Email:** forskoleservice@forskola.goteborg.se

### City of Gothenburg Contact Centre

Here you can receive help in different languages.

**Visiting address:** Ekelundsgatan 1

At [goteborg.se/forskola](http://goteborg.se/forskola) you will find further information and you can pass on any thoughts or views you may have about the preschool.



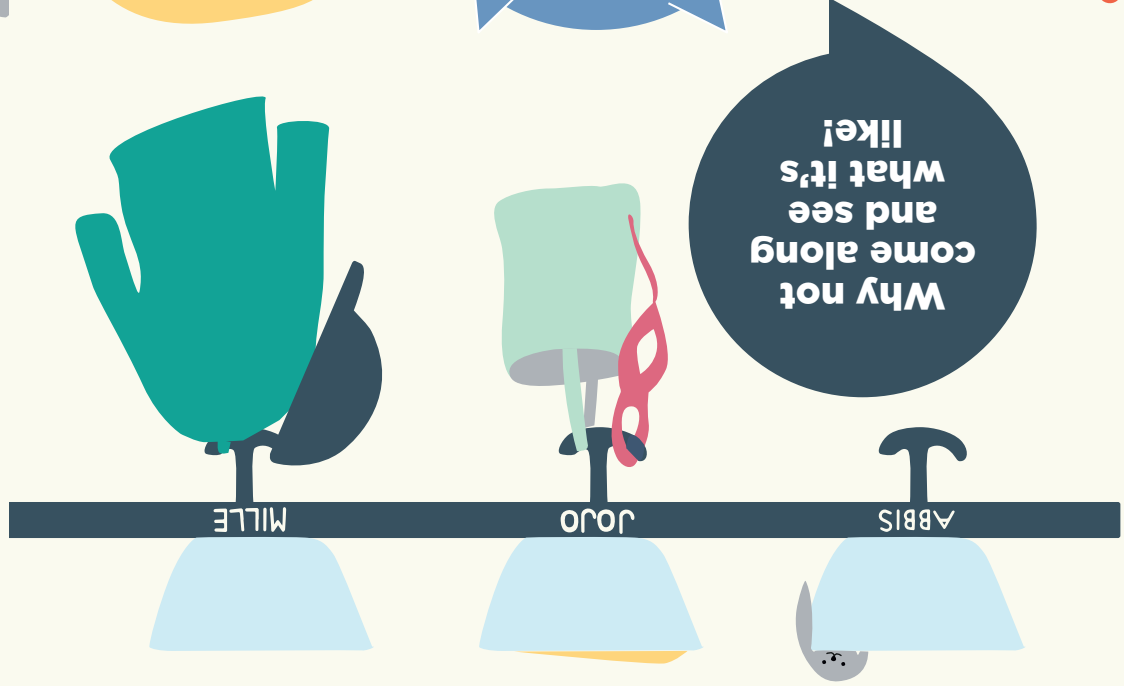
Göteborgs Stad 191101-003-608 Tryck: BrandFactory December 2019

# Welcome to preschool!



Förskoleförvaltningen

# Time to begin preschool?



## Preschool Administration

The Preschool Administration is responsible for around 400 municipal preschools, 110 family day care homes, and 20 open preschools, catering for around 25,000 children in Gothenburg. The Administration is also responsible for the supervision of independent preschools and family day care homes. Around 6,000 people work at the Administration.



## Support and advice

At preschool, all children should have the opportunity to develop and feel safe, secure and happy. We work with special needs teachers, speech therapists, and psychologists when necessary. If you know your child needs special support, you should state this when you apply for a preschool place.

The preschool also cooperates with child welfare centres, social workers, and primary schools.

The City of Gothenburg and Region Västra Götaland offer motivation and support to help you in your role as a parent. This can take place through parents' meetings or in the form of advice and guidance from a social worker. Read more about what is available in your area at [goteborg.se/foraldrastod](http://goteborg.se/foraldrastod).

## Confidentiality undertaking and reporting obligation

Everyone who works at a preschool has a duty of confidentiality and is not permitted to pass on information about your child to unauthorised persons. Staff also have a reporting obligation under the Social Services Act. This means that anyone who works with children and young people is obliged to immediately inform social services

if it comes to their knowledge, in their professional capacity, that a child is being harmed or if they suspect that is the case.

## All children are insured

All children at preschool and school who are registered in Gothenburg are insured against accidents, 24 hours a day, up to the age of 17 years, or as long as they are at upper secondary school. The insurance only covers accidents. Read more about insurance for preschool/school children at [goteborg.se/forskola](http://goteborg.se/forskola).

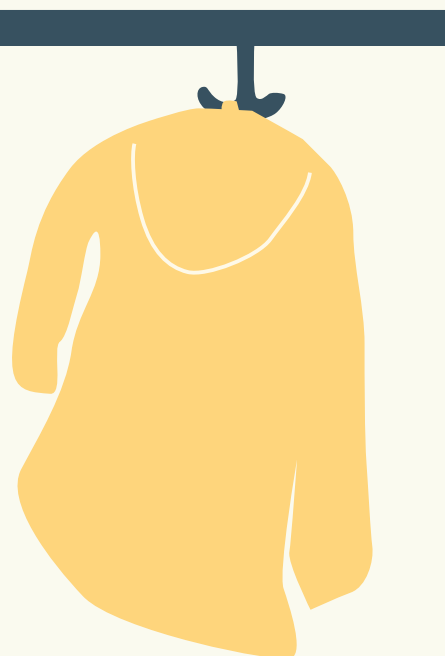
## Preschool fee

Each month you pay a fee for your place at preschool. The amount depends on your total household income. You can provide or change details of your income and find information about how we calculate your fee by going to [goteborg.se/forskola](http://goteborg.se/forskola).

Beginning preschool is a new and exciting time for you and your child. We hope you will be happy, and that preschool will be an enjoyable, supportive, and educational experience for the whole family. Here you can read about what the preschools in the City of Gothenburg can offer you and your child.

If you have any questions you are always welcome to talk to the staff at your preschool or contact the Preschool Service.

## Welcome!

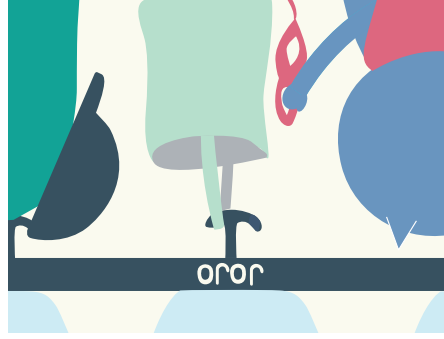


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# Children's learning and development in focus

At preschool, children will learn new things and will develop by playing, creating, and exploring – on their own, in a group, or together with adults. Preschool education lays the foundation for lifelong learning. Preschool activities include teaching that stimulates and challenges the children, using the aims set out in the national curriculum as a starting point. If you read the preschool curriculum you will discover more about our aims and our mission. The curriculum is available at [skolverket.se](#).



Jojo hangs up the outdoor clothes on the hook.



Dad says hello to the staff before it's time to wave goodbye.



Jojo has breakfast together with friends who have arrived early.

## Your child should stay at home when it

- » is so tired and listless it is unable to manage normal preschool activities.
- » has a fever. A child should be fever-free for 24 hours before returning to preschool.
- » has an infection, such as tonsillitis, which is untreated, or has been receiving treatment for less than two days.
- » has an infected sore or eczema that is weeping. The child can return to preschool when the sores have dried up.
- » has a stomach illness with vomiting and/or diarrhoea. The child can return to preschool when it has begun eating normally and has not vomited or had diarrhoea for 48 hours.
- Preschool staff does not normally give medicine to the children.



## Hjärntorget

Our digital platform, Hjärntorget, is available both online and as an app. Information is available from the preschool and you can access documentation about the work that is being done and your child's development. You can open a personal account by going to [hjarntorget.goteborg.se](http://hjarntorget.goteborg.se).

## Mealtimes - part of the learning process

At preschool, mealtimes are an important part of the children's care and education. Breakfast, lunch and snacks are served each day. The meals are composed in a way that the children receive 65-75 percent of their recommended daily nutrient intake if they eat all the meals.

In the City of Gothenburg, we work to ensure all meals include eco-labelled ingredients, are seasonally adapted, and have plenty of vegetables and legumes.

Does your child have special dietary requirements, either for medical reasons or for religious/ethical reasons? In that case you can fill in a form that you will receive from a member of staff when your child begins preschool. If your child has a disease or an allergy you must provide a medical certificate.



## Ban on nuts and peanuts

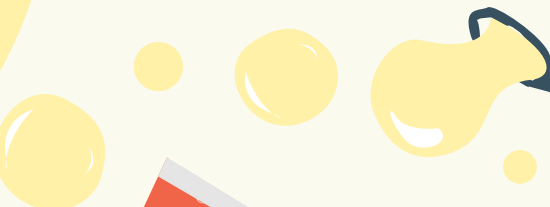
It is forbidden to bring along or serve nuts, peanuts, almonds and sesame seeds at preschools as they could trigger a severe allergic reaction. The ban applies to all premises, both day and night, seven days a week.

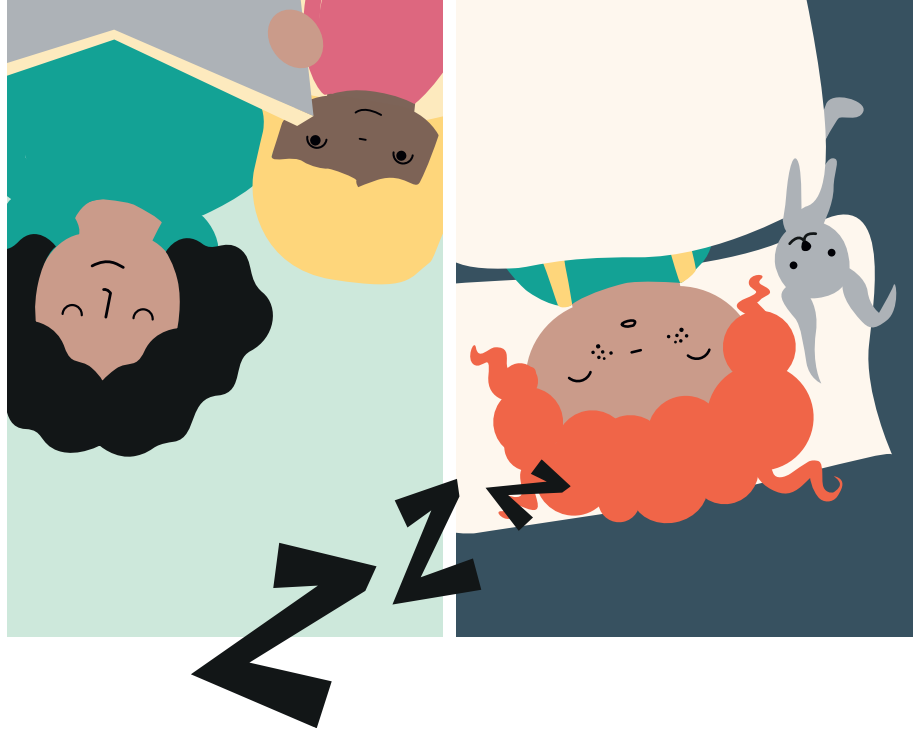
## If your child becomes ill

Children must be healthy if they are to have the stamina to play and take part in activities at the preschool. To avoid illnesses as far as possible, the preschools follow the guidelines issued by the preschool hygiene nurse at Region Västra Götaland.

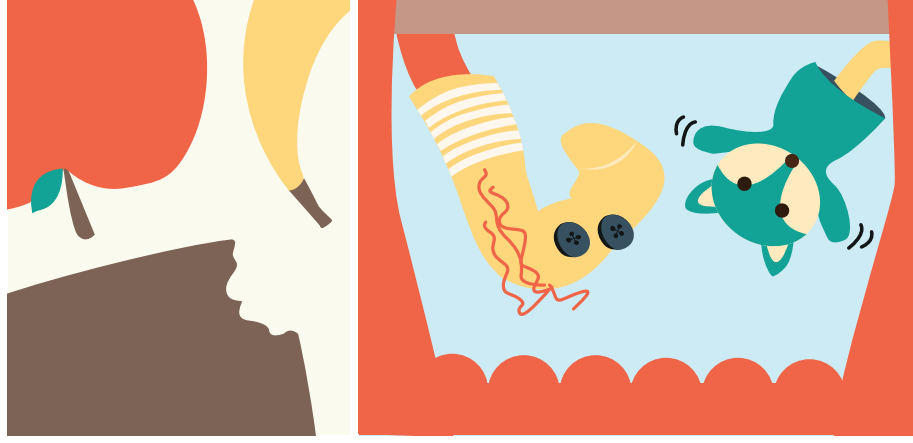


What will today bring? Music and dancing or making things using colours and shapes? Maybe we'll count, program, learn about nature, or build a rocket? Perhaps we'll go on an exciting journey of discovery in the local area? Eventually it will be time for lunch.





After lunch, it's time to rest. Abbis sleeps for a while. Some of the other children are listening to a story.



We have a snack and then we play until it's time to go home.

Then it's time to play and explore outdoors or have fun indoors making things with recycled materials, reading books, or putting on a puppet show.

**We document what we do**  
 With the aid of texts, images, and audio and video recordings, we observe and document the children's development and learning. This documentation offers an opportunity to discover what stimulates the children's interest and how they learn in different contexts and settings. It helps us to design, arrange and develop our teaching.

**Preschool opening hours**  
 When your child begins preschool you fill in a timetable showing when your child needs to be at the preschool based on your working hours and travelling time. The children's timetables are then used to decide when the preschool will be open and when staff will be needed. If you require childcare during the evening, night, or at weekends, some preschools are open 24 hours a day. If you are off from work or school, your child is also off from preschool.

**Limited opening hours**  
 During the summer, the preschools have limited opening hours. If you need childcare during this period, several preschools are open during the summer.



At the preschool there are photographs on the walls. As Jojo and friends explore, create and learn, the staff like to photograph what is happening. Jojo shows the photographs and tells parents and friends how much fun they had and all about the exciting things they have learned.

## A place at a preschool

- » When children reach the age of one, they can attend preschool while you are at work or studying.
- » If you are on parental leave with a sibling, your child can attend preschool for 15 hours a week. If you are a job-seeker, you can choose if you want your child to spend 15 or 25 hours a week at the preschool. It is the preschool that decides how the number of hours you have chosen will be spread throughout the week.
- » From August in the year a child reaches the age of three, they are entitled to attend preschool for 15 hours a week free of charge. You pay for any time over and above the 15 hours.
- » From the autumn term in the year a child reaches the age of six, they must attend school. This is when a child begins in the pre-primary “preschool class”.

To find a preschool and apply for a place, go to [goteborg.se/forskola](http://goteborg.se/forskola)

## Other alternatives

Educational childcare at a family day-care home is an alternative to preschool. A childminder receives a small group of children into their home. Childminders and children in the same area often meet outdoors or at a group venue. The preschool curriculum acts as a guide for this form of early childhood care and education.

## Enjoyable, supportive, educational

At preschool, the children receive the care they need, and we work closely with you to ensure your child always feels safe and secure with us. The children will receive support to help them develop according to their needs. In a spirited, good-humoured way we will focus on and nurture your child's curiosity and desire to learn. It is the children's interests, views, and needs that guide us in our teaching.



Mille usually stops on the way to preschool to watch them building the new sports hall. How does the crane work? What's that banging noise? During assembly, Mille tells the friends how exciting it is.



The pre-schoolers take a walk past the construction site so that all the children have a chance to see what's happening. On their way back they photograph different buildings as well as a mischievous cat. They also collect exciting materials from nature.

**We're building our own houses. It could even become a whole city!**

When Abbis began preschool mum came along at first and saw how much fun Abbis was having with new-found friends. It felt reassuring to see the staff stimulate, encourage, and support the children. This is a good way of getting to know the staff and experiencing a typical day at the preschool.



## When your child begins preschool

Leaving your child with someone else for the first time can bring out different emotions. That's why preschool begins with an introductory period for you and your child. During the introduction you can talk to the staff, ask them questions, and discuss your child's needs. Together you can explore the preschool and get to know the staff and all the new friends your child has made.

## We develop the preschool together

The preschool staff works closely with you to ensure that your child receives the best care possible and has the opportunity to develop based on ability and character. We have parent-teacher discussions where together we talk about how your child is enjoying preschool, and we examine their needs, development, and learning. There are lots of other occasions and settings that will offer you the opportunity for dialogue and involvement.

Every year you can complete a simple questionnaire to let us know how you feel about the preschool. Your answers will help us improve and develop the work we do.

## Safeguarding the rights of children

Every child is entitled to a secure, stimulating environment, free of discrimination and abusive behaviour. We work actively to ensure the rights of the children are safeguarded and to counteract all forms of oppression and humiliation. Feel free to talk to the preschool staff if you would like to know more about how we work with equal treatment and the UN Convention on the Rights of the Child.

## Are you curious about the preschools in your area?

Has the time come for you to choose a preschool? You will find lots of information at [goteborg.se/forskola](http://goteborg.se/forskola) as well as contact details for all the preschools in the City of Gothenburg. Some preschools hold information meetings that you are welcome to attend, and there are others that you can call to arrange a visit. Feel free to get in touch with us – we will be more than happy to help you!