



NURSERY

USEFUL INFORMATION – 2016-2017

The crèche Le Chalet would like to be a partner with your family through a professional welcome in a family atmosphere.

We offer a warm, welcoming and convivial environment for parents, children as well as for the staff team. Positive exchanges through dialogue, listening and sharing of clear information allow a respectful and confident relationship. With this in place we can have a great understanding of the child and their family to allow us to accompany them in their development.

It is with pleasure that we would like to show you around our location and make a first contact with you.

The Crèche 'Our Little Castle' is an extended day childcare facility. We are open Monday to Friday from 7h15 until 6h30.

We welcome two age groups:

- children from 18-24 months
- children from 30-36 months

Activities

We offer activities adapted to the age of the children, allowing them to explore and experiment in a safe environment.

We alternate between moments of free play and more structured activities, allowing us to help develop their creativity, imagination, attention as well as their intelligence, motor skills and relationships.

Through simple educational activities we work to stimulate the children in a natural way to listen, to develop a love of learning, become curious and enthusiastic towards new experiences and differences.

The group and life in the group

The group allows a child to observe, imitate and relate to their peers and adults as well as discovering their own limitations and those of others, the environment around them and those placed on them by society.

The crèche is a collective experience offering the experiences of sharing, listening, making links, social norms, affirmation and confrontation, solidarity and respect of others and their differences.



This life-long learning of social skills outside the family home allows a child to experiment with their emotions and may have negative reactions at times such as pushing, scratching, pulling hair or biting.

Even though this is difficult we believe these moments are also part of learning social skills and cannot always be avoided. Dialogue and collaboration between the staff team and the parents allow us to work together to overcome these sensitive phases.

Our values

We take pride in respecting the rhythm of each child.

Through observation, listening, being sensitive to the needs of others, all this allows us to stimulate the child appropriately. This enables each child develop confidence, respect, autonomy and self-esteem. In our eyes, these values are fundamental for a good start and continued learning.

Initial visit

The first visit to the crèche is an important moment. It gives you an opportunity to visit the place, meet the staff team for both you and your child.

Reassured by the presence of their parents, children can explore freely whilst parents can ask questions about how the crèche works.

Adaptation

The period of adaption enables us to get to know each other gently and progressively. We adapt this period according to the needs and reactions of each child.

Together we evaluate the needs of your child and decide how often they and for how long they should come to the crèche to allow them to feel secure and at ease in the life of the group.

Illnesses, accidents and Health

A successful day in crèche it depends very much on the well-being of the child. A child who is not feeling well finds it difficult to participate fully in the group. We ask parents to inform us if your child is showing signs of ill-health (for example, they had a bad night, they had a fever or have taken a medication) and to detail, as necessary, any medication that can be given.

In the case of a contagious illness, a child cannot attend the crèche.

In the case of antibiotics being taken, a child can return to the crèche 24 hours after the first dose.



If your child shows signs of illness during the day, the staff team will make contact with the parents in order for them to come and collect their child or to make an appointment with their paediatrician as soon as possible.

Emergency

In case of a bad fall or accident the parents will be informed immediately and the staff team will take the necessary actions for the well-being of your child.

Clothing and toys

We take no responsibility for personal items that children bring to the crèche such as jewellery, money and toys.

We also ask that parents bring in a spare change of clothes for their child and dress them in clothing that does not spoil easily. Some activities and outings proposed by the crèche may mean they become dirty.

To avoid confusion we ask that you name all your child's clothing and personal items.

Enrolment

Enrolments are welcome at any time of the year, depending on the places available. Please contact the Admissions office.

The enrolment is definite once the confirmation has been signed and returned to the crèche. However it becomes fully binding only once the enrolment fee and first monthly payment has been made.

Waiting List

If a place is not available, parents can register their child on a waiting list for their desired frequency of attendance.

The Admissions office will inform the parents about any news of a placement.

If an available place is held for a child during the year for more than a month, 50 % of the price is billed for the whole period of the reservation.

In the case of a disclaimer, the billed costs and the first month of attendance will not be reimbursed.

Upon a definite enrolment parents are asked to provide the following papers:

- Medical certificate
- Vaccination card



- Health insurance certificate and accident insurance
- RC (civic responsibility) insurance is recommended.

Extra sessions

As far as possible, taking into account the number of children, we try to fit in with a change of times or days of attendance.

If your child will be absent please inform the staff team. This enables us to plan and offer extra sessions to children and to inform the rest of the group.

For security reasons we ask that you always inform us if a third party is coming to collect your children from the crèche.