

Frequently asked questions about preschool

What is preschool?

Preschool is often called "dagis". The purpose of the preschool is to give children a secure care environment and to stimulate their development and learning and to make it possible for parents to work or study.

Who attends preschool?

- Children between the age of 1 to 5 year whose parents work or study, time granted depends on the parent's working- or study hours.
- Children between the ages of 1 to 5 year whose parents are unemployed and are registered at the local employment office or if they are on parental leave with younger siblings, 15h/week.
- Children between the ages of 3 to 5 year are entitled to general preschool, starting the autumn they become 3 year regardless what occupation their parents have. Here you have two choices as a parent. Either your child goes to preschool 3 hours a' day, 5 days a' week, no meals are included and it is free of charge. Otherwise your child can go to preschool 5 hour a' day, 3 days a' week, charges will apply.
- Children in need of special support for their physical or psychological development.

Note that this is a general description of who is entitled to preschool.

When can you start preschool?

Normally a child attends preschool at the earliest when it has turned one year. After that it is up to you as a parent to decide when it is time for your child to start. Some children are more suitable to start early while others need to stay at home a while longer. This is individual and only you as a parent know when it is time for your child to start.

Which preschool are there in Orsa?

In Orsa there are 14 municipal preschool departments divided on 5 units. There is also an independent preschool named Grinden.

How do you apply?

Apply in good time by filling in an application form and send it to Barn- och utbildningsförvaltningen (translated: Child care and Education administration). You find the

form on our website or you can call our office and we will send one to you. After that you will get a confirmation that your child is placed in queue.

The chiefs of the preschools decide on which preschool department the children will be placed based on different rules like order of priority and a suitable combination of the children groups.

When your child has received a place at a preschool you will get a notice from the municipality with information about which department he or she has been placed in, when the acclimatization process at the preschool starts and information how to contact the department. There will also be three forms in the letter that you have to fill in and return within 10 days as a confirmation that you want the place.

Income report

You have to hand in an income report to get the right daycare fee. If you do not you will get a reminder and after that you will be placed in the highest income group and that means you might have to pay a higher fee than you have to.

Contract about the time needed in preschool

You have to fill in a contract about the time needed in preschool so we know how much staff we need during the day at our department. This is an important form looking from a safety point of view. It is your confirmation that your child is placed in a preschool. This contract is sometimes needed as a certificate to the unemployment benefit fund.

Time-table

Time-table is important information so we can plan our work in a good way.

How long time does it take until you get a place in preschool?

The municipality guarantee a place at some of our units within four month after receiving your application.

How long does the acclimatization period take?

The acclimatization period takes about two weeks but it can take longer or shorter time. During the acclimatization period you extend the moments at the preschool. The first day you stay with your child the whole time and the next day you go away to another room in the building for a little while and so on, but it is individual what suits different children best.

What does preschool cost?

The fee for preschool is based on the income of the household, not how much time your child spends at the preschool. This means that a person with higher income pays more for a place in preschool compared to a person that has a lower income.

Do you pay during the acclimatization?

Yes, you pay for the place in preschool from the day the acclimatization period starts.

When can my child stay at the preschool?

The time children can stay at the preschool is based on their parents' work- or study hours including travelling time. Children stay at the preschool 15 hours a week, and there the time that suits the children and the preschool unit best, this is decided together with the headmaster of the preschool.

Routines, food, sleep e.g.

The preschool serves breakfast, lunch and one snack between breakfast and lunch and one snack in the afternoon. If your child has any allergies or other special needs concerning the food you need to report that when you apply for your place and to your preschool department when your child starts. Children who take a nap during the day do it after lunch, usually outside in their own pram. Make sure your child has suitable and named clothes, extra change and diapers if needed at the preschool.

If my child gets ill?

If your child gets ill you have to report this to the preschool. Children that have fever or other contagious diseases are not allowed to come to the preschool in order to avoid epidemic outbreaks. When it comes to stomach diseases there is a "48 hour rule" that means it has to go 48 hours (2 days) since the child has had the last symptom of the illness before he or she is allowed to return to the preschool again.

If I get ill?

If you get ill you have to report this to your preschool the first day of illness and then you will be informed about how long your child can stay at the preschool, doctor's certificate and so on. If you or any other member of the family has a stomach disease your children have to be kept at home to avoid spreading the disease.

If a sibling gets ill?

If one of your children gets ill you have to report that the child will not come to the afterschool care. Healthy siblings can stay their ordinary time at the preschool with a few restrictions. The first day of illness you have to report to the department where your healthy child belongs that a sibling is at home and is ill. **Siblings to children that have stomach diseases or the flu have to be kept at home to avoid spreading of the disease.**

If we separate?

If parents separate and they have joint custody you have to have double placements at preschool if both parents need it. You have to fill in the form "Förändring av adress, familjeförhållande, arbetsgivare etc." (translated: "Change of address, family affairs, employer e.g.") and send it to the Child care assistant.

If I get unemployed?

If you get unemployed your child can stay at the preschool 15 hours a week. Report this by filling in the form "Ansökan om varaktig förändring av vistelsetid" (translated "Apply for permanent change of time in preschool") and send it to the Child care assistant.

If I have irregular working hours?

If you as a parent have irregular working hours it can be difficult to report your time-table, income and time needed in preschool. The most important thing your preschool needs to know is when your child will be there. If you have an income that varies and is difficult to report you have to estimate it or make an average calculation. We make random checks where we compare reported income with taxed income by taking the annual taxed income and divided it by twelve month. You as a parent are responsible for reporting the correct income. If you are unsure how to fill in the form, contact the Child Care assistant.

If I need more time at the preschool?

If you need more time for your child at the preschool if you get expanded employment or a new employment you need to apply for this on the form "Ansökan om tillfällig förändring av vistelsetid" (translated: "Apply for temporary change of time at preschool") and send it to the Child care assistant.

If I want to cancel my preschool place?

If you want to cancel your preschool place the cancellation has to be done in writing in the form "Uppsägning av plats" (translated: "cancellation of preschool placement").

The period of notice is a month from the day we receive your cancellation, send it in on time. During this time you can choose to use your placement or not.

The municipality can give a placement notice when someone shows inability to pay or does not report a child's non-attendance for more than 15 days in a row.

How do I do when my child is going to start preschool class?

Early in the spring, the year your child turns 6, an invitation is sent home to you and there you can read at which preschool class your child has been offered a place. Which school you get depends on where you live. In this letter you will also get information what you have to do if you want to apply for another school.

Children that has a place in preschool is automatically transferred to a so called "afterschool care" the 1st of August. If your child does not need any afterschool care your preschool placement needs to be cancelled. Information how to do this is also in the letter.

What if I am not pleased/satisfied?

You can leave your opinion, complaints or praise at our website www.orsa.se . Search for "Barn- och utbildning" (translated: "Child care and education") and then for "Klagomål och synpunkter" (translated: "Complaints and points of views") .

Where can I get more information?

You can find more information about the preschool at our website: www.orsa.se Search for "Barn- och utbildning" (translated: "Child care and education") At this website you also find forms and brochures, search for "Blanketter" (translated: "Forms"). Some information is available in more languages.

You are always welcome to contact us about your question and thoughts, call our child care assistant at telephone 0250-552211.

