



Gemeinde  
**Schwalbach**  
*Attraktive Wohngemeinde rechts der Saar.*



## Welcome to our Kita

Information on children's daycare

Our Kita is pleased to introduce itself

### Kita contact details

- 1. Kindertagesstätte Alberoschule**  
Schulplatz 2-4, 66773 Schwalbach  
☎ 06834 6981652  
✉ [kita.albero@schwalbach-saar.de](mailto:kita.albero@schwalbach-saar.de)

**Facility management**  
Tatjana Lang

- 2. Kindertagesstätte Griesborn**  
Jahnstraße, 66773 Schwalbach  
☎ 06834 53440  
✉ [kita.griesborn@schwalbach-saar.de](mailto:kita.griesborn@schwalbach-saar.de)

**Facility management**  
Gudrun Lesch

- 3. Kindertagesstätte „Tausendfüßler“ Schwalbach**  
Schulstraße 64, 66773 Schwalbach  
☎ 06834 52258  
✉ [kita.tausendfuessler@schwalbach-saar.de](mailto:kita.tausendfuessler@schwalbach-saar.de)

**Facility management**  
Nicole Constroffer

### Open hours

07:00 – 17:00

### Age structure

We look after children of an age from 1 to 3 years.

## **Dear parents/those with care and custody of children,**

Attending our daycare centres (we call them **Kitas** for short) gives your child a great opportunity to get on in Germany.

### **What does it mean for you as a family if your child attends a Kita?**

In the Kita, your child can:

- be given shelter, guidance and a safe environment
- follow a regular daily routine (including mealtimes)
- make friends with other children
- learn German more quickly through contact with their peers
- enhance their childhood well-being
- benefit from many early stimuli to their development
- get to know a new environment with many interesting things
- get themselves well-prepared for their later school attendance

Parents/those with care and custody of children can:

- get to know other parents and children, and maybe make some new friends
- talk to the skilled educational staff about your child and their development
- get advice about parenting/upbringing
- occasionally do something for the Kita yourself (e.g. accompany the children on outings, be a helping hand at parties and offers)
- get some time to yourself (e.g. in which to attend integration courses or German courses, deal with government authorities and immerse yourself in the job market)

### **What are children's daycare facilities (Kitas)?**

Kitas are early education centres, open Monday to Friday to all children, irrespective of religion, background and culture, world view, particular abilities or special educational needs. Each Kita is run by a manager. In the last Kita year, children are prepared for their transfer to primary school.

### **Costs of children's daycare**

Every month, parents/those with care and custody of children pay a specific contribution towards the costs of the Kita. This contribution is based on income. An application for assistance or for a share of the costs to be met can be made to the youth welfare office whenever parents/those with care and custody of children do not have a regular (or have an inadequate) income.

You may additionally apply for financial assistance for the following benefits via the so-called education and participation package:

- lunch provided in the Kita
- Kita outings
- holiday leisure activities, sports clubs, music lessons

You will be supported in your application by the Kita management, immigrants and refugee advice centres or your point of contact at your accommodation.

## **Creating an atmosphere of trust and dependability for all**

The daily routine provides the framework for our care. A whole variety of educational offerings and free play are included within this. We eat together in our Kita and each child's individual need for sleep is respected.

Information on day-to-day life in the Kita and on times and dates can be found on our Kita-info map.

Please drop your child off at the Kita at the agreed time and pick them up again on time. Only in this way can we create an atmosphere of trust and dependability for your child, and for the Kita too. It is best that you discuss with the Kita management what times you will agree on.

Children and adults from a diverse social background, nationality, religion and culture meet one another on a daily basis in our Kita.

In our facility, you and your child, and your belief and religion, will be held in high esteem and respected. We are accordingly keen to occasionally also involve the parents/those with care and custody of children, asking them to e.g. tell stories from their homeland, cook or bake and do handicrafts.

In terms of the meals we provide, we take care to ensure that it is a healthy and culture-aware offering. Let the Kita management know therefore what food your child is intolerant to or may not eat for religious reasons.

Should the occasion arise in which your child is unable for certain reasons to attend children's daycare, then please inform the Kita in good time. If your child is ill, please allow them to stay at home to recover and recuperate.

For many infectious diseases, before your child re-attends the Kita, they will need a medical certificate attesting to the fact that they are no longer infectious and that they may attend the facility once more. These include e.g. mumps, measles, German measles, chickenpox, scarlet fever and lice. The certificate must be presented at the Kita.

## **Further language instruction**

In contrast to adults, children learn what is initially a foreign language very quickly. This is helped particularly by the fact that they are surrounded by children of a similar age.

In the final year before they start school, we make an assessment of their current level of language learning and, where necessary, assist your child further with individual support.

Nevertheless, it is important for your child to also be proud of their heritage language. Please therefore continue to speak your family's language at home with your child. As only when your child can speak their own language well and this is accepted in the milieu in which they are in can they let their curiosity take over and relax into learning a foreign language.

Our skilled educational staff know about this and will support your child. They are happy to provide tips on how you can also support your child in learning German.

## **Our Kita's tasks and ways in which parents/those with care and custody of children can support us**

Our children's daycare facility can accompany your child in their efforts to integrate into a new social environment. The Kita offers the best preconditions for children to develop as children should.

Each daycare centre sets out the aims and content of the educational activities in an educational concept. This concept is available in German at each day care centre, where it can be examined. Please speak to us about this.

Whenever a child attends a Kita, successfully completing the initial settling-in period is highly significant for that child's further development. During this period, you stay with your child in the facility and watch how the daily childcare routine unfolds. It gradually becomes easier for your child (for you also however) to spend a certain amount of time away from one another. However it is important for us for you to know that we shall always take care to do whatever is best for your child. Your child determines the rate at which the settling-in process unfolds. You can discuss the settling-in period in detail with the skilled educational member of staff who is the first point of contact for you and your child.

In our childcare we pay attention to what your child enjoys, what they are curious about and what abilities they already have. At the heart of our work always is the child, together with their interests and needs. This is the basis on which we support the child in their development. Children feel safe and secure when they are able to play with no pressure or anxiety. In our Kita there is no marking of work and naturally also no punishments. Every child is carefully accompanied by us in their own learning process. Systematic observation and documentation by our skilled staff form the basis for dialogue with your child, for accompanying them in their further development and for our discussions with you. In addition to this we regularly monitor your child's progress to identify any risk situations in their development. We are constantly on the lookout for stimulating, child-suitable learning options and we couple this with the children's natural curiosity and their drive to investigate and explore everything. The work in our Kita is based on certain principles.

You as the parent/person with care and custody of your child are a highly important partner in their upbringing, as you know your child best. You know, e.g., what they like to eat, how you get them to settle down, what they like to play, what they are particularly interested in now, what experiences are or were important to your child. We should like to work together with you as parents/those with care and custody of your children. For this reason, the talks we have whenever you collect or drop off your child, the more detailed discussions with parents at scheduled appointments, parents' evenings or even parents' drop-in sessions, and many more, represent useful occasions for cooperation.

