

## REGULATIONS FOR DAMPSAGA BARNEHAGE AS

### § 1 OWNERSHIP

The kindergarten is a corporation owned by Kari Fossan Ruud, Margit Engnæs Hoff Ingrid Sæther, Stine Fossan Ruud og Øydis Lurås. The organization number is 988 933 945

### § 2 PURPOSE

Kindergartens shall, in cooperation and understanding with the home, attend their children's needs for care and play, and promote learning and education as the basis for comprehensive development. The kindergarten shall be based on fundamental values of Christian and humanistic heritage and tradition, such as respect for human dignity and the nature of freedom, charity, forgiveness, equality and solidarity, values that are expressed in different religions and beliefs and are based on human rights.

Children will get creative creator joy, wonder and explore. They should learn to take care of themselves, each other and nature. Children will develop basic knowledge and skills. They shall be entitled to participate to their age and abilities.

The kindergarten will meet children with trust and respect, and recognize the value of childhood. It will contribute to job satisfaction and joy in playing and learning, and to be a challenging and safe place for fellowship and friendship. The kindergarten will promote democracy and equality and combat all forms of discrimination.

### § 3 RECORD CIRCUIT

All children can apply in Dampsaga barnehage AS. Children from Raumyr school area will be priority.

### § 4 ADMISSION PERIOD

Dampsaga barnehage AS is a kindergarten for children aged 0 - 6 years.

We can offer 60% (3 days a week), 80% ( 4 days a week) and 100% places ( 5 days a week).

Admission of children takes place all year, but mainly by the coordinated admission process in March.

Prior to the coordinated admission process, it is possible to increase or reduce the place the child already has within its own nursery. This is done by written application to the manager / responsible for admission to kindergarten.

A new type of place is as of August this coming fall.

It is also possible to apply for place in other kindergartens than the child is in. The deadline is the same as for Kongsberg municipality `s nursery.

Otherwise followed Kongsberg municipality's procedures for coordinated admission.

Manager can provide day care for capacity outside of coordinated admission

process.

Termination of the site shall be in writing to the leader in Dampsaga barnehage. Kindergarten site falls away automatically the 1. Of august the year the child reaches school age.

#### § 5 TERMINATION OF PLACE

There is a mutual period of notice of 2 months. The notice period applies from date to date. Put that terminated after 1 April, must be paid for the kindergarten year. Payment shall be made during the notice period even if the place is not used. Payment obligation can be waived by a decision of the CEO, if the new child can take nursery place.

#### § 6 ADMISSION CRITERIA

1. Children with disabilities and children with a decision from the Child Welfare given priority for admission.
2. Siblings of children already go to kindergarten.
3. Children of employees of Dampsaga barnehage A / S.
4. Children in accordance with § 12 a in the Kindergarten act about statutory right to a kindergarten place.
5. Dampsaga prioritizes children who live in Raumyr school district rather than children from other school districts.
6. If we have vacancies and two children are identical, the lots are drawn.

Styrer make recordings of children in kindergarten.

#### § 7 The parent councils

The kindergarten must have parent / parent committees and Councils in accordance with the rules described in the Act and its regulations. All parents are automatically members of the Parents Council.

There should be a parental choice for every nursery consisting of two representatives from each department. It should also be a liaison for each nursery. The coordinating committee shall consist of two parent representatives from every parental choice, two employee representatives from each kindergarten and two representatives from the owner. The constitution of elected leader, has a casting vote.

#### § 8 HOURS, DAYS OF PLANNING AND HOLIDAYS

Opening hours are from 07.00 to 16.45. Parents have to be in the kindergarten and take responsibility for their children at 16.30 latest. The staff are tidying from 16.30 – 16.45.

Kindergarten year starts in August 1<sup>st</sup> each year.

Kindergarten staff has 5 planning days a year. On these days the kindergarten will be closed. The planning days will be held in accordance with the following;

Day 1: Is held during January and will be coordinated with planning days at school/SFO if possible.

Day 2: Is held during Spring/moving

Day 3 & 4: Is held in August and will be coordinated with planning days at school/SFO if possible.

Day 5: Is held during the Fall/moving.

The kindergarten is closed for vacations and holidays in accordance with the institution's own corporate calendar. The calendar is on our website

[www.dampsagabhq.no](http://www.dampsagabhq.no)

§ 9 parents

Parenting Payment is determined by the Board and subject to public rates. There is 30% sibling discount for second child and 50% for child number three.

Kindergarten Square paid within the 20 of each month.

Payment shall be made to the institution's account number 2291 15 65238.

It is paid for 11 months a year.

§ 10 NORM FOR AREA USE INDOOR PR. CHILDREN UNDER AND OVER THREE YEARS

Norm for the utilization of each. children under three years is 5.5 oz. For children over three years is 4.0 oz.

§ 11 INTERNCONTROL SYSTEM

Dampsaga barnehage AS has its internal control system documented in three Quality Portfolios. Enquiries to controls regarding the binder.

§ 12 Dugnad

Parents / guardians who use day care center are encouraged to participate in voluntary work which will be arranged by day care and parental choice.

Each parent / guardian shall receive written notice at least 14 days before the volunteer.

§ 13 PAYMENTS / DEFAULT OF PAYMENT

In case of payment default by the parents / guardians, the kindergarten place is terminated. In case of material breach kindergarten place is terminated with immediate effect.

Prior to termination due to default in payment to the kindergarten writing notify parents / guardians about the consequences of the breach and provide a period of 14 days to rectify the situation.

§ 14 HEALTH CONTROL OF CHILDREN

Parents have the responsibility to inform about the specific circumstances of the child's health that may affect the child's stay in the nursery.

Health form with questions about the general supervision of health centers will be distributed to parents at the intake conversation.

Dampsaga barnehage AS

**Date: 04.11.15**  
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