**Information for parents**

Hello,

there are some most important information about our kindergarten.

Children are divided into 4 classes according to the age – Butterflies, Frogs, Fish and Ladybugs.

The most teachers don´t speak English. If you have a problem, you can talk to the director

– Mrs. Erika Štanclová or to the deputy director – Mrs. Kateřina Polívková. They don´t speak English well, but they will understand.

If it is necessary, we can use the services of an interpreter for better comunication.

**Arrival**

Arrival is possible between **7 and 8,30 a.m**.There is a doorbell and security camera next to the door. You have to ring at your class and stay in front of camera so we can recognise your face.

Dressing room is on the ground floor. There is your shelf with your personal sign (picture).

Your child needs clothes for school and for playing in the garden and the spare clothes in case of an accident. Also some comfortable slippers for school. Younger children need pyjama.

From dressing room you can go up to your classroom and to pass your child on to the teacher face to face.

You need to tell the teacher about your **departure** – **it is possible to go home after lunch at 1p.m. or after childrens´ rest from 3 to 5,30 p.m. the latest.**

**Fees 2024/25**

**There is a tuition (1300,- CZK per month) – to be paid to this account 71835339/0800.**

Tuition is not required from children aged 5 to 6.

**The fee for school food (1100,- CZK per month**) - **35-71835339/0800**

**(1160,- CZK for children 6-7 years old.)**

You need to pay to the bank account at the begining of each month.

These fees are obligatory and if you don´t pay them regularly, your child will be excluded from our kindergarten.

You will get your individual number for these payments just for your child.

There is a community of parents at our school. They organize some special activities and events for children. There is another account for paying fee **for theatre performances and little gifts** for children.It is **1000,- CZK covering all years costs** - **2300407039/2010.**

**Sickness**

Sick (infected) child will not be allowed to school. If you want to apologize for your childs absence, you have to send SMS until 8 a.m. (771 122 574).

If your child gets ill in kindergarten, we will contact you. It is necessary to fetch your child immediately.