



GRINDVOLD KINDERGARTEN, INFORMATION FOR PARENTS



Section 1 of the Norwegian Kindergarten Act states:

"In cooperation and understanding with the home, the kindergarten shall safeguard the child's need for care and play and promote learning and formation as a basis for comprehensive development."

Furthermore, the Norwegian Educational Framework Plan states:

"Collaboration between the home and the kindergarten should always have aim to promote the child's best interests.

The parents and kindergarten employees share the responsibility for the child's well-being and development."

This booklet aims to describe the cooperation between the parents and Grindvold Kindergarten.

Parents/guardians are our most important partners. Our point of departure is that you know your child best. Close cooperation with the parents is a prerequisite for the children experiencing the kindergarten as a safe place to be. Daily contact is of utmost importance. If anything out of the ordinary occurs during the day, we will call you or inform you at pick-up. We expect you to inform us if anything happens in your family life that might influence your child's time at kindergarten. We mainly use the Visma parent app (Min Barnehage) to send information to parents.

You are most welcome to visit the kindergarten for a full or half day if you wish.

You can expect to be met with respect and responsiveness. What always take you and your child's needs seriously. If you would like a chat with one of our employees, beyond our daily encounters at deliver and pick-up in the changing room, we can schedule a meeting as soon as possible within 1-2 weeks. We need to schedule an appointment and set aside time for our chat; the changing room during delivery and pick-up is not a good time to discuss important matters.

You can also provide information by sending the kindergarten an e-mail. Our e-mail addresses can be found at the back of this booklet and in the Annual Plan.

Our employees also expect to be met with respect and responsiveness.

Daily routines

Our daily routine ensures interaction, play, activities and movement, nutritious meals and rest

. Our daily routines usually include a mix of physical activities such as being in the pillow room, outdoor play, walks and quieter activities such as gathering, reading aloud, games and arts&crafts. Good plans for daily activities and dividing the children into smaller groups help to create a safe and secure environment and good play and learning situations for the children.

OUR DAILY ROUTINE:	
• BREAKFAST	(at 7:30 - 8:30)
• PLAY AND ACTIVITIES	
• LUNCH	(between 10:30 - 12:00)
• SLEEP/REST	(as needed)
• PLAY AND ACTIVITIES	
• FRUIT MEAL	(approx 14:00)
• PLAY AND ACTIVITIES	

Meals

The kindergarten serves 3 meals a day. The food is served according to the Norwegian Directorate of Health's dietary advice and the National Action Plan for a Better Diet (2017-2021). For breakfast we serve oatmeal, crispbread or grain and milk. Fruits/berries or honey (not for children under 1 year old) are used as sweeteners. Drinks: milk/water.

For lunch we serve bread, crispbread, varied toppings and vegetables. We serve a hot meal for lunch once a week. Drinks: milk/water

For the afternoon meal, fruits, vegetables and crispbread with simple toppings are served. Drinks: water. The children will participate in the meal activities and are encouraged to eat healthy food. Our goal is for children to develop a liking for food, healthy meal habits and an understanding of how healthy food can contribute to good health.

The kindergarten's focus areas for pedagogical practices for kindergarten

The Municipality of Moss has prepared a quality assurance plan as its overall steering document. "Små føtter skaper fremtidens spor" was adopted on 25.05.2020. (Small feet pave the way to the future)

The quality assurance plan sets the direction and describes the objectives for pedagogical work and lays the foundation for annual planning work at each kindergarten.

Vision for kindertagens in the Municipality of Moss: #mangfoldige Moss – skapende, varmere og grønnere. (Creative, warmer and greener)

This vision sets the common principles for quality assurance for all the municipal kindertagens in Moss, to ensure equal and comprehensive learning and enjoyment for all children who attend our kindertagens. These principles are: in the child's best interest – exploration – community – professional kindness and care – playful – good experiences outside in nature.

The quality assurance plan provides guidance for municipal kindertagens through goals: "The kindertagens in the municipality of Moss wants all children to experience a safe, secure and inclusive kindergarten environment that promotes health, well-being and development", which in turn is divided into three focus areas: Life mastery – An inclusive environment – Development.

An analysis at each kindergarten is a decisive part of deciding which focus areas the kindergarten will focus on this year.

At Grindvold kindergarten, our main focus area will be an Inclusive Kindergarten Environment

With this focus area in mind, we will pay particular attention to increasing our focus on the playground and the play environment, and we will learn more about and acquire a common understanding of the children's right to play, the importance of the physical environment and the role of the employees in childhood play activities. Our goal is for each child to feel a sense of belonging and be part of the kindergarten community through play and common play references.

In order to work systematically and purposefully with play and the play environment, we aim to work on the basis of the following goals:

Every child should be allowed to play, have playmates and develop playing skills.

Measures:

- Plan for Progression of Play and Friendship, divided into three sub-goals:

- Each child should feel safe and secure, and enjoy being at kindergarten
- Each child should feel included in the kindergarten community
- Pick-up and delivery should be safe and without risk
- Our staff is working to prepare a skills package that we can use for play and the play environment
- Our staff uses pedagogical analyses in their work to develop the kindergarten's pedagogical practices and plans
- The plan is based on playing in smaller groups, every day
- The children will have shared experiences through play, which creates common reference frameworks and inspires a sense of belonging in the children groups.

The focus area will be described in more detail in the kindergarten's Annual Plan, on pages 7-9.

Just ask anyone in the staff group if you have any questions about the content of the kindergarten's Annual Plan.

Conversations with parents

We conduct parental conversations that allow us to strengthen the cooperation between the home and kindergarten, and to exchange information and talk about your child's play, development and well-being. Everyone is offered two parental conversations a year; one in the autumn and one in the spring.

We will arrange additional conversations, if necessary, whether it is the parent/guardian or kindergarten who needs more time to talk.

The educational supervisor and the kindergarten teachers are responsible for making sure the talks are carried out.

Parent meetings:

We also appreciate more informal meetings to ensure a good cooperation with all the parents. Grindvold Kindergarten conducts various parent events throughout the year, such as afternoons of voluntary work, parent coffee chats, Santa Lucia day, Kindergarten Day and 17th of May events. See the last page of this booklet for more information.

Parental guidance/counselling

The Municipality of Moss offers PMTO guidance/advice to parents. PMTO is a low-threshold parental guidance programme for all parents in the Municipality of Moss. The offer is free of charge. This offer aims to promote well-being and cooperation for families of children aged 3-12 years.

Contact persons:

Hanne Skirstad [48956491](tel:48956491) hanne.skirstad@moss.kommune.no

Heidi Kuvene [40027095](tel:40027095) heidi.kuvene@moss.kommune.no

See the municipality's website for other offers for families with children, such as Homestart.

Parent survey:

The municipality also conducts a parental survey once a year. The next survey is sent out in the autumn of 2023.

It is very important that you fill out and submit the survey.

The results are used to develop and improve the quality of our kindergartens, to ensure the well-being, development and learning of all our children.

Advisory agencies

The kindergarten has an advisory committee this is authorised in Sections 4 and 5 of Chapter 2 of the Norwegian Kindergarten Act

Parent committee

This committee consists of all the parents of children attending our kindergarten. The committee meets to discuss issues that the parents consider important. There are no kindergarten employees on the committee. The committee meets at least once in the autumn to elect the representatives for FAU and SU. As a rule, the meeting is held on or near the first parent meeting in the fall.

FAU: Parent Council

The parent council for the kindergarten is tasked with providing input on issues that are sent to representatives of the parents' cooperation group (samarbeidsutvalg/SU) and can meet quickly to discuss important issues that involve the kindergarten. This group can also take responsibility for events or voluntary activities at the kindergarten and works to make kindergarten activities even better.

Samarbeidsutvalg/SU: parent cooperation group

This groups meets with the representatives of the parents, staff and politicians. Issues such as finances, the Annual Plan, the children's learning environment etc. are discussed in this group. The parents can also submit issues to the group. The kindergarten's executive council.

The Municipal Parent Council/Kommunalt FAU

This FAU council has representatives from all the kindergartens/neighbourhoods in the city. Here we discuss issues that may be important for several/all kindergartens. This council has much influence over the city's politicians. There is also a consultative body for the Municipal Department for Culture and Upbringing that deals with kindergarten issues.

Foreldreutvalg for barnehager/FUB

The Parent Council for Kindergartens is a national committee for and comprised of parents who have children in kindergarten. FUB is a consultative body for the Ministry of Education and Research in matters concerning cooperation between home and kindergarten. The Council provides advice and guidance to parents, staff and public agencies related to issues of cooperation between the home and kindergarten. For more information, see the webpage: www.fubhg.no.

Traffic and roads outside our kindergartens

The parents are responsible for delivering and picking up their children from kindergarten. It is important to consider the safety of all children during delivery and pick-up. Children need to be seated and secured properly in cars and on bicycles. The children are insured on their way to and from the kindergarten. If the kids use a toboggan, bicycle, scooter (etc.) to reach

or leave the kindergarten, these must be dropped off outside the kindergarten and are unavailable during the kindergarten day. This is to ensure safety within the kindergarten fence.

We encourage walking whenever possible. If you use a car, your engine must be turned off when inside the kindergarten area. Think environment – no idling!

Insurance

All our children are covered by accident insurance during kindergarten hours, while going to and from kindergarten and during events organized by the kindergarten outside normal opening hours. The current insurance company is with KLP. The policy manager can be helpful in assisting you with any questions you have about the policy.

Collaborative partners

The kindergarten has various external partners. We will provide you with an outline of these.

PPT = Educational and Psychological Counselling Service

Every municipality has an educational and psychological counselling service available to those who need it. Parents/guardians can contact PPT directly via the childhood upbringing and health services for the Municipality of Moss by phone: 69 24 80 00. PPT is available when children need special or adapted play/learning. Early intervention via guidance for employees and parents when this is needed, or further examinations and investigations when this is necessary to understand a child's challenges and to ensure suitable play and learning environments.

PVK

<https://www.moss.kommune.no/har-du-barn/avdeling-pedagogisk-veiledning-og-kvalitetfor-barnehagene-i-moss/>

This department consists of employees with professional expertise in kindergartens and pedagogical psychological counselling.

The Department for Educational Guidance and Quality (PVK) is tasked with integrating inclusive practices at the kindergartens in Moss. Work to integrate more inclusive practices also involves improving the quality of the general pedagogical services. PVK also offers skills enhancement courses, professional seminars and management support to strengthen inclusive practices, in addition to offering basic guidance and advice for our kindergartens.

The goal is to ensure that our kindergarten children have good and inclusive play and learning environments.

The guidance programme at PVK is a resource for kindergartens that offers counsellors who work together with kindergarten employees to strengthen the learning environment for groups of children or for individual children. The goal is to establish early and good help so ordinary kindergarten programmes can look after children in an inclusive and suitable environment.

PVK provides special educational assistance to kindergartens for children with disabilities.

Child Welfare Services

The Child Welfare Services helps children and their caregivers to find good solutions in difficult situations. We are obligated to inform the Child Welfare Services of serious issues, and the Child Welfare Services is authorised to collect information from us.

The kindergarten's responsibility concerning the children's private belongings

The kindergarten has no liability regarding the loss of a child's private belongings (clothing, bicycles, equipment, toys etc.). In principle, children should not bring toys or belongings to the kindergarten, this must be agreed with the kindergarten in advance. This is because the use of private toys can create conflicts among the children and groups of children.

Borrowing the kindergarten premises

You may borrow the kindergarten for your child's birthday. This is free of charge. You are responsible for cleaning up and washing the kindergarten after use.

Heidi Ottesen is in charge of this. Contact her by e-mail heidi.ottesen@moss.kommune.no if you wish to borrow the kindergarten

The rooms that are available: Verdensrommet, Stjerneskudd and the Kitchen. You need to be shown how to use the alarm system for the department your child attends.

Absence from kindergarten

Absence must be reported to the kindergarten as soon as possible, preferably using the Visma parent app, before 09:30. Please tell us when you intend to take vacation, well in advance, using the parent app. Summer holidays must be reported using the form by 01 May.

More information is available by reading the kindergarten's Articles of Association. We remind you that the kindergarten is closed during weeks 29 and 30, and for Christmas and Easter. These are considered vacation days.



Min Barnehage (Parent app)

This app is used for all information and communication that takes place between the family and the kindergarten. All parents/guardians must therefore download this app. Just ask us if you need help downloading the app or guidance on how to use the app. You can read about what your child will experience at the kindergarten using the app, or look at pictures from the kindergarten day, read messages sent by our staff, and send messages to the whole parent group. If your child is going to be absent or is ill, you must report the absence by 09:30 that same day, or as early as possible. You need to give your consent to sharing photos of your child before our staff can post the photos on the app. Use the app to give us your consent. Only the parents of the children in the same department will see the pictures.

Video clip showing how to download and log the app:

[Min Barnehage foresatte - Nedlasting og innlogging - YouTube](#)

Video clip showing how to send messages via the app:

[Min Barnehage foresatte - Meldinger - YouTube](#)

Video clip showing how to notify absence via the app:

[Min Barnehage foresatte - registrere fravær - YouTube](#)

Video clip showing how to consent to photos via the app:

[Min Barnehage foresatte - Samtykker - YouTube](#)

This website allows you to read more about the app and how to download it, and you will also find video clips showing more features that are found in the app.

[Min Barnehage-app for foresatte | Visma Flyt Barnehage \[Free app\] - Visma](#)

Illness

If your child is ill, he or she must stay home until his or her general health allows him/her to attend kindergarten again <http://www.moss.kommune.no/oppvekst-og-utdanning/barnehage/sykt-barn/>

For information concerning the corona virus, see the Norwegian Institute of Public Health website:

<https://www.fhi.no/nettpub/coronavirus/rad-og-informasjon-til-andre-sektorer-ogyrkesgrupper/informasjon-til-skoler-skolefritidsordning-og-barnehager/>

Also take a look at the kindergarten's brochure; Can my child attend kindergarten? this can be found on the kindergarten's website:

<https://www.moss.kommune.no/har-du-barn/barnehager-i-moss/finn-barnehage/grindvoldbarnehage/>

Clothing and gear

It is the parents' responsibility to make sure the child has the right clothes and gear that they need throughout the kindergarten year. The kindergarten can help parents by providing lists of everything the children need to bring with them; the lists will be handed out in August.

Consent for photos of the children and privacy considerations

Photos are taken regularly during kindergarten years to document their time at kindergarten. These pictures are printed out and hung on the kindergarten walls. Some images are also used as illustrations in plans, on the website and for the media. All parents/guardians must give their consent/choose not to consent to sharing photos via the app (Min Barnehage).

We remind you that many parents do not want pictures of their children to go online (Facebook, Instagram etc.). This is the choice of each individual parent. **We there discourage the posting of photos taken at common events on public media**, only pictures of your own children can be published. Our kindergarten finally has its own data network. This means when children use PCs and iPads at the kindergarten, our network is protected so the children cannot end up on pages that are unsuitable for children.

We also refer to a good website that deals with the topic:

<https://www.barnevakten.no/hvordan-sette-opp-en-ipad-for-barn/>

It is important to teach children about good online habits at an early age; we as parents and employees must be good role models!

Psychosocial kindergarten environment, Chapter 8 of the Kindergarten Act

Section 41. Zero tolerance and preventive work

The kindergarten will not accept violation of children's rights such as exclusion, bullying, violence, discrimination and harassment. Everyone who works at the kindergarten must intervene when a child at the kindergarten is subjected to any such violation.

Section 42. Duty to give kindergarten children a safe and good psychosocial kindergarten environment (activities obligation)

Everyone who works at the kindergarten must monitor how the children at the kindergarten are doing.

When a child or parents tells us a child is not experiencing a safe and good kindergarten environment, the kindergarten will investigate the matter and make sure the child has a safe and good kindergarten environment, as long as appropriate measures are available.

The kindergarten shall prepare a written plan when measures are to be taken in each case. See the Annual Plan

Birthdays

Birthday invitations can be perceived as exclusionary for those who are not invited.

Therefore, all invitations must be delivered privately, even if the entire department/group is invited. This is because invitations can be lost and children in other departments who are not invited may find this difficult. If you need the addresses/phone numbers of the children's parents, please ask the kindergarten teacher at the department/base.

Address changes

If you move or change your phone number or e-mail address, please notify the kindergarten as soon as possible. An updated phone number, address register and e-mail addresses are important when anything happens to your child and we need to get hold of you!

Feedback/complaints if you are dissatisfied:

We would like feedback from parents at all times, both positive and negative. Feedback allows us to grow and evolve. If you find that your input is not taken seriously, please contact the kindergarten manager.

Contact details for Grindvold:

Kindergarten manager	Andrine Thalberg, mob: 913 15 635 e-mail: andrine.thalberg@moss.kommune.no
Course coordinator	Heidi Ottesen, mob: 472 76 451 (8:00 - 15:00) e-mail: heidi.ottesen@moss.kommune.no
Regnbuen	479 70 892
Månestråle	479 70 889
Polarstjerna	400 37 996
Stjerneskudd	477 90 647
Himmelblå	913 94 234

Nordlys	477 93 576
Solgløtt	479 70 890

Important dates for the kindergarten year 2023-2024

Month	Date/time	Topic
August	15 August	The new kindergarten year starts for new and returning children
September	15 September	Clothing trading event, 14:30-16:30
	18 September from 17:00-18:30	Parent meeting with ombudsman for children and youth in Viken
	18:30-19:30	Parent meeting for Filur-parents, where we inform about routines, the yearly cycle and activities in the final year before starting school
	17 September	Family event, under the auspices of the parent committee (FAU)
	September	Development conversations for children who have changed departments to Himmelblå, Nordlys and Stjerneskudd (Born in 2020)
October	24 October	Family event in the afternoon
	October	Development conversations for children born in 2019
November	8 November	Parent meeting, themes: Enjoying meals, led by nutrition consultant from the Moss child health center
	17 November November	Planning day for personnel, the kindergarten is closed Development conversations for all children born in 2020 (new), 2021 and 2022.
December	13 December	Filur kids march in Lucia parade at the kindergarten
	25 Dec -1 January December	The kindergarten is closed for the Christmas holidays Development conversations for children born in 2018, the topic of the conversations is the transition from kindergarten to school.
January	2 January January	Planning day for personnel. The kindergarten is closed Development conversations for children born in 2018, the topic of the conversations is the transition from kindergarten to school.
February	16 February	Carnival for the kindergarten kids
	28 February 17:30-19:00	Parent meeting, led by TIBIR counsellors from the Municipality of Moss (family team)
	February	Development conversations for children born in 2019.
March	25 M to 1 April March	The kindergarten is closed for Easter Development conversations for children born in 2020.

April	1 April 18 and 19 April April	Closed for Easter Planning day for personnel, the kindergarten is closed Development conversations for children born in 2021 and 2018.
May	01 May 09 May 16 May 17 May 20 May May	Public holidays; the kindergarten is closed Ascension Day; the kindergarten is closed Parent event, under the auspices of FAU, and child parade with marching band Constitution Day; the kindergarten is closed Whit Monday; the kindergarten is closed Development conversations for children born in 2022.
June	Weeks 24 and 25	Parent meetings, in the departments, for parents with new children coming to the kindergarten, and parents whose children age 2021 will return to the kindergarten in the autumn 24
July	15 July to 26 July	Summer vacation; the kindergarten is closed
August	14 August	Last day for the children who are finishing kindergarten

Here is a map of where you can park your car for delivery and pick-up. Green area



You must not enter the road Ingridsvei due to the risk of pedestrian hit-and-run. This is a crowded area.

See the red crosses