



Parent's handbook



Kindergarten Ylur

Leikskólinn Ylur, Þingeyjarsveit

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Starting Kindergarten

Dear parents and guardians.

As we welcome your child/children and you to kindergarten, we would like to provide you with information about various aspects related to the kindergarten's activities that are necessary for parents to know. The kindergarten is run by Þingeyjarsveit. The kindergarten and primary school are jointly run, and the kindergarten is managed by the principal with the support of the school board and the local council.

Ylur kindergarten was opened on November 2, 1976. The hours are from 7:45 a.m. to 4:15 p.m. from Monday to Friday. There are two departments: Krafla, for 3-6 year old children and Askja, for 1-2 year old children. The fee for a child's kindergarten stay is in accordance with the current Þingeyjarsveit fee schedule. Kindergarten fees must be paid within one month of the invoice date.

Adjustment

The children's adaptation period is seen as a very important part of the beginning of their kindergarten education. During this time, the children and their parents get to know the staff, children, the premises and the environment of the kindergarten. Important relationships are also formed between parents and staff, and they lay the foundation for good cooperation between the home and the kindergarten regarding the upbringing of the children.

Experience has shown that it has a positive effect on the well-being of children when adaptation is given a good amount of time at the beginning of their kindergarten education. Here at Ylur, adaptation takes four days and longer if necessary. Adaptation is carried out for a short time on the first day but is then extended day by day. This is done to prevent fatigue and so that this does not become too much for the child at first. These days are very important for the child to promote their well-being in the future at kindergarten, and we believe that the child quickly gains security in kindergarten.

The Kindergarten Act

Ylur operates in accordance with the Kindergarten Act.

Article 1. Scope.

This Act applies to the activities of kindergartens. Kindergartens are the first level of education in the school system and are for children under compulsory school age.

Kindergartens, at the request of parents, are responsible for the upbringing, care and education of children of kindergarten age in accordance with this Act. Parents according to this Act are those who have custody of a child within the meaning of the Children's Act.

Article 2. Objectives.

In kindergartens, the welfare and best interests of children shall be the guiding principle in all work. Children shall be provided with care and education, a healthy and stimulating upbringing environment and safe learning and playing conditions shall be provided for them.

Learning shall be promoted through play and creative work where children enjoy diverse upbringing opportunities. Kindergarten practices should be shaped by tolerance and love, equality, democratic cooperation, responsibility, caring, a desire for reconciliation, respect for human values and the Christian heritage of Icelandic culture.

The main goals of education and teaching in kindergartens shall be:

- ♥ monitor and promote the comprehensive development of children in close cooperation with parents,
- ♥ provide systematic language stimulation and promote basic skills in Icelandic,
- ♥ nurture children spiritually, intellectually and physically in accordance with everyone's needs so that the children can enjoy their childhood,
- ♥ promote children's broad-mindedness and strengthen their moral awareness,
- ♥ lay the foundation for children to become independent, active and responsible participants in a democratic society that is in rapid and continuous development,

- ♥ cultivate children's abilities for expression and creativity for the purpose of, among other things, strengthening their self-image, health awareness, safety and ability for interpersonal communication

You can learn more about the laws at www.althingi.is

Protection of children and young people

The kindergarten operates in accordance with the Child and Youth Protection Act of 1992, Article 13.

“The reporting obligation of those involved with children and young people. Anyone who, due to their position, is involved in the affairs of children and youth and who, in the course of their work, becomes aware of unacceptable irregularities in the upbringing and care of children or youth is obliged to notify the Child Protection Committee. In this respect, the duty to report takes precedence over the provisions of the Act on Confidentiality.”

Kindergarten work

The work

The work is divided into children's meetings, choices/stations, group work, socializing, free play, sports, outdoor education, art education and outdoor activities. During this time, work is carried out according to the school's curriculum and there is work with a specific theme each time. A theme is the subject that is most emphasized in the work and is integrated into all activities of the kindergarten. The curriculum can be accessed on the kindergarten's website and is also sent to parents by email. The purpose of the theme work is for the children to become familiar with a specific subject, gain knowledge about it and be able to satisfy their curiosity on their own terms, which strengthens their self-image.

The goals of the kindergarten are:

- ♥ that children, parents and staff are happy and feel good in the kindergarten.
- ♥ to support children in taking initiative and helping themselves so that they gain a clear and positive self-image.
- ♥ to strengthen children's moral awareness so that they become both good and knowledgeable.
- ♥ that children and staff cultivate helpfulness and show each other love, consideration and respect.
- ♥ to offer diverse creative learning that enhances the child's all-round development
- ♥ that good cooperation, trust and mutual respect are created between home and school.

Children's meetings

At children's meetings, they sit in a circle with their teacher and they work on emotional and social skills, solution-seeking, learn critical thinking, empathy and present their ideas. Younger children also gather in a circle but the framework and program are simplified. They learn to praise and encourage, to present ideas and begin the learning process of promoting and strengthening their emotional and social skills. The purpose of children's meetings is for students to:

- ♥ feel that they belong to their group/department
- ♥ find ways to contribute to others' comments and ideas
- ♥ use critical thinking and seek solutions
- ♥ help others
- ♥ express themselves clearly and respectfully
- ♥ listen to others
- ♥ use their strengths constructively
- ♥ learn to wait patiently for their turn
- ♥ respect the feelings and opinions of others

Stations/Choice Play

It can be said that choice is a framework for free play, where the children choose a playground that offers different possibilities. The goal of having a choice is that students choose what they want to do most, they get used to sticking to their choice, can play in small groups, and get to know how to handle various tools as well as the properties of different materials. We try to have free choice in the oldest department, but often three stations are offered that students can choose from. At children's meetings, students are allowed to make suggestions about what they want to have as a choice. Likewise, the entire kindergarten goes into choice play on Fridays where they can move between departments.

Group work

The goal of group work is to promote cohesion and a sense of responsibility among the children towards each other. That the children form relationships with their peers and learn to work together in a group, and that the children gradually learn to work based on specific instructions. Group work also makes it easier for teachers and staff to closely monitor the group and the development of each child. The children go to group work four times a week. The tasks are varied and presented based on the teacher's plan in connection with the learning guide.

Social time

During social hours, children and teachers have the opportunity to be together, read, sing, dance, and chat. Everyone has a pleasant time in peace and quiet and there is an opportunity to talk about things that interest them at any given time, such as the children's daily lives. Organized activities are also included in the social time, providing ample time to discuss various issues providing the children with many kinds of knowledge.

Free play

Play is learning. Free and spontaneous play is the natural form of expression for children. Through play, children gain multifaceted experiences. They perceive new feelings, new experiences, strengthen communication with each other and gain skills to resolve their differences. Play offers opportunities to promote children's all-round

development, such as language development, social development, moral development and motor development.

School collaboration

There is good cooperation between Ylur and Reykjahlíðarskóli. The school group participate in many projects with the youngest level of the elementary school. These include the ÍSÍ run, dance lessons, free sports, swimming lessons and social time once a week. In the spring, the school group attends a lesson once a week with the youngest level of the elementary school.

Outdoor education

Outdoor learning is simply learning that takes place outdoors, e.g. in an outdoor classroom or in the immediate vicinity of the school. Outdoor learning provides an opportunity to utilize all the senses by connecting topics to various aspects of learning areas and subjects in parallel with physical education. In this way, outdoor learning is a good addition to the structured teaching of school sports as well as being in integration with other learning areas. Diverse physical education takes place outdoors. Outdoor learning is once a week for 3-6 year old students.

Outdoor activities

Outdoor activities are good for the health of all children. Outdoor activities are an important part of the kindergarten's educational work, where children are given free play and practice gross motor skills and creativity. Icelandic weather is often very changeable, and therefore it is good for all children living in Iceland to get used to the weather as it is, and therefore it is important to dress accordingly.

Exercise and nutrition

Emphasis is placed on promoting both the mental and physical well-being of children. For children's well-being, health and fitness is a vital part of their development and affect their ability to learn and develop in a positive way. Health encompasses physical, mental and social well-being. Once a week, children from both departments go to the gym at separate times. The older aged group go on a field trip in the local area when the weather permits. The aim is for all children to go outdoors once or twice a day.

Traditions at Ylur

Over the years, various traditions have been created here at Ylur.

Birthdays

The kindergarten celebrates the students's birthdays. The students receive a decorated crown, and the birthday song is sung. Ice cream is prepared and offered by the students after fruit time.

Bolludagur

Ball shaped foods are eaten at lunchtime, either fish or meatballs for example, as well as cream buns during snack time.

Sprengidagur

On Sprengidagur, there is always salted meat and beans for dinner.

Öskudagur/Ash Wednesday

On Ash Wednesday we dress up in various costumes and paint our faces depending on the occasion. We go for a walk and visit local businesses, sing for their employees and receive some small goodies. Then the "cat is let out of the barrel" in collaboration with elementary school students in the gymnasium. Parents are invited to participate on Ash Wednesday as they wish.

Christmas time

It is a tradition to have a good time together shortly before Christmas break. On what is called Little Christmas, everyone shows up in their best clothes, dances around the Christmas tree and sings. We get a visit from Santa Claus/the Yule lads who bring the students Christmas presents. A Christmas story is listened to and Christmas presents that the children plan to take to their parents are handed out. It always creates a festive atmosphere.

Vorhátíð/Spring Festival

Every spring, a spring festival is held at Ylur. Parents/guardians are invited to come and see the children's artwork, play games with them, listen to songs and do many other things for fun.

Parental cooperation

It is important to us at Ylur that good cooperation is achieved between the child's parents and the kindergarten teachers at the beginning of schooling, as cooperation and trust between both is a prerequisite for the child to feel comfortable in the kindergarten.

Daily information about the child at home or at kindergarten is necessary because often a small incident, whether at the kindergarten or at the home, may cause the child's behavior to change.

Parents can call the kindergarten at any time to inquire about their child's well-being. Staff members will also call if something comes up.

Notification of a child's arrival and departure from kindergarten must always be provided. Parents are asked to notify if a stranger will be picking up or dropping off their child to the kindergarten. Please keep in mind that the person must be at least 12 years of age.

Parent interviews

All parents are invited to a parent interview once a year and those take place in November. The interviews review the child's well-being and development and review Tras and Mio registrations. In addition, parents and teachers can always request an interview at any other time if they feel it is necessary.

News for parents

Information is provided to parents through daily communication, Karellen, an email once a week, and on the kindergarten's Facebook page. Information is also posted on the kindergarten's website <https://www.reykjahlidarskoli.is/leikskoli>.

General information

Illness

Kindergartens are intended for healthy children. If a child becomes ill, they should stay home until they have been fever-free for 1-2 days. When the child returns to kindergarten after an illness, they should be ready to participate in all kindergarten activities, both indoors and outdoors. It goes without saying that the child will be the last

to go out and the first to come in, so the time spent outdoors is very short in the first few days after an illness. Please let us know by 9:30 AM if your child will be staying home due to illness or a holiday.

It is not advisable for parents to bring medication to treat acute illness for their children to kindergarten. However, if children require medication due to a chronic illness, staff members can administer it to the children according to their needs.

Clothing

The child's outfit must always be in accordance with the weather. It is essential that the child has extra clothes and any protective clothing for outdoor activities that they may need to use at any given time. It is very important that all children's clothes and shoes are well labeled. Children's cubbies and hangers must be emptied on Fridays, extra underwear and changes of clothing in boxes may be left behind. Parents are kindly asked to carefully put away clothing in cubbies and on hangers at the end of the day if it is stored in the kindergarten during the week.

Accidents and incidents/insurance

In a group of children, accidents or mishaps can always happen. If such an incident occurs, we immediately contact the parents and if the child needs to go to the health center, the parents are expected to take the child, but if they are unable to do so, the kindergarten teacher will take the child. Employees record an incident report on the Pingeyjarsveit website if an accident occurs during a child's care time.

Changes/absences

It is necessary to report changes in the child's attendance and circumstances, such as illness, absence of parents, new address or telephone number, and changed marital status.

Child fees can be terminated a week or more in advance, not afterwards.

If a child is continuously sick for 4 weeks or more, the kindergarten fee costs are waived upon presentation of a medical certificate.

The summer closure of the kindergarten is 5 weeks; it is closed during Holy Week and between Christmas and New Year.

The notice period for cancelling a spot in the kindergarten and changing the hours of attendance is two months and is based on the 1st or 15th of each month. Cancellations and applications for changes must be submitted to the assistant principal on the forms provided for that purpose. The forms can be found on the kindergarten's website.

If a child is picked up after the agreed drop-off time, parents must pay a fine.

Planning/Administration days

There are two organization days and four course days scheduled on the school calendar, and the kindergarten is therefore not open on those days. Meeting times are the same for all schools in Þingeyjarsveit. This takes place on the first Wednesday of the month and meeting times begin at 3:00 PM. Therefore, students need to be picked up earlier on those days.

Registration days

There are four registration days on the school calendar. Parents report at the beginning of the school year whether their child will attend on these days. Those who do not register their children on these days will have their kindergarten fees for December waived. Note: This only applies if a child does not attend any of the registration days. Registration for these days cannot be changed after September 1st.

Final words

Dear parents and guardians,

After reading this handbook, you will undoubtedly have many questions regarding the details of the activities at the kindergarten. Since such a handbook can never be produced, we encourage you to inquire and discuss any unclear points with us.

With kindest regards and wishes for good cooperation,

Ylur Staff

