

Dear Parents,

You have registered your child for the FAU holiday childcare. To make sure everything goes well, we would like to give you a few more tips:

### **Participation**

Please refer to the Family Service website for the applicable conditions of participation:  
<https://www.familienservice.fau.eu/services/holiday-childcare-programme/>

### **Venue**

The FAU Holiday Care does not have a fixed care building. The current venue for a holiday period can be found on the Family Service website:  
<https://www.familienservice.fau.eu/services/holiday-childcare-programme/>

### **Bring**

Please bring your child during the booked holiday periods in the period from 7:30 am to 9:00 am. This is the only way we can start our holiday programme on time. On excursion days, please be sure to observe the designated departure times! We are bound to fixed train/bus departure times and therefore cannot wait. We ask for your understanding!

### **Pick up**

Morning children can be picked up at the holiday childcare programme center until 14:00. The pick-up time for afternoon children is between 14:00-16:30. We kindly ask you to discuss the respective pick-up times and locations with your childcare staff on a daily basis. If you are unable to meet the pick-up times, please inform the childcare staff in good time. Please observe our safety and hygiene concept when bringing and picking up your child.

### **Holiday programme**

With our holiday programme we would like to offer all holiday children an exciting and eventful holiday time. Creative and sportive offers, but also excursions can be part of it. Information about the holiday programme can be found on the Family Service website:  
<https://www.familienservice.fau.eu/services/holiday-childcare-programme/>  
Should announced programmes not be able to take place, we will make every effort to find a replacement.

### **Catering/Lunch**

You have the option of booking a hot lunch or organizing meals for your child yourself. Food cannot be heated at FAU holiday childcare programme. On longer excursion days, we ask that you provide your child with an additional snack, as we do not go to the cafeteria on these days. The childcare staff on site will inform you about this again.

## **What else do I need to bring for childcare?**

1. slippers and sneakers
2. please make sure that your child is dressed appropriately for the weather. If necessary, please remember sunscreen, mosquito repellent, headgear, rain jacket, etc.
3. if your child would like to ride the outdoor facility on wheels, scooters, bicycles, etc., please bring your own "vehicles". Please also remember to provide appropriate protection for your child (bicycle helmets, etc.).
4. for our youngest: pillow and blanket, possibly a stuffed animal for the rest period after lunch for the kindergarten children.
5. a box big enough to store the belongings of your child (backpack, jacket, cap, shoes, e.g.)

## **Documents**

Prior to the start of childcare, documents, which can be accessed via our website, must be submitted to Family Service: <https://www.familienservice.fau.eu/services/holiday-childcare-programme/documents-for-registration/>

All documents must be completed in full and signed. Only then is it possible to provide care for your child/children. The documents can be handed in at the registration desk on the first day of care.

## **Contact**

If you have any further questions about the FAU holiday childcare programme, please contact the pedagogical staff of the Family Service: <https://www.familienservice.fau.eu/family-services/team/>.

At holiday times, Mrs. Hartnagel, Mrs. Knoop and Mrs. Vallee are also personally on site.

You will also receive the cell phone number of the group in which your child is cared for, so that you can always reach them if necessary.

## **Additional information**

Medication may only be taken in the FAU holiday childcare programme in exceptional cases, e.g. in the case of chronic illnesses or allergies, on the written order of the doctor in charge (with exact details of the dosage). In these cases, please contact the pedagogical staff of the Family Service.

If you have not yet paid your holiday childcare programme fee, please do so by the beginning of the holiday at the latest. Information on withdrawing from FAU holiday care or on reductions can be found on the Family Service website: <https://www.familienservice.fau.eu/services/holiday-childcare-programme/terms-and-conditions/>.

We wish you and your child/children a wonderful holiday!

Your FAU holiday childcare team