



REGULATION 2023-2024

Introduction

The Nido e Sorridò...Snc nursery school aims not only to respond to the need present in many families to be helped in the care of their children at certain times of the day, but also to support the child in his relational and psychomotor development. It helps to respect the specific needs of each child's age, enhancing the individuality expressed by each. It's an educational service in full collaboration with the family which is responsible for the irreplaceable formative, as a place of affective priority of the child.

The service was created and set up in full compliance with the provisions of the law in force regarding nursery schools, the legislation issued by the Lombardy Region, with particular reference to the management and structural standards prescribed, and the Social-Assistance Plan still in force, as well as the regulation for the Nurseries of the Municipality of San Donato Milanese.

Schedules and methods of attendance

Attendance is allowed for children aged from 0 months to three years.

The opening of the service is normally expected on the first Monday of September and closing on the last Friday of July.

The activity takes place for five days a week from Monday to Friday, throughout the day from 7:30 to 18:30 in the following ways:

Entry	Exit	Meal
07:30 a.m. – 09:30 a.m. (7:30 a.m. -8:30 a.m. Pre-school)	12:00 a.m.	Including
07:30 a.m. – 09:30 a.m. (7:30-8:30 Pre- school)	2:00 p.m.	Including
07:30 a.m.– 09:30 a.m. (7:30-8:30 Pre- school)	3:00 p.m.	Including+ Snack
07:30 a.m. – 09:30 a.m. (7:30-8:30 Pre- school)	4:00 p.m.	Including + Snack
07:30 a.m. – 09:30 a.m. (7:30-8:30 Pre- school)	5:00 p.m.	Including + Snack
07:30 a.m. – 09:30 a.m. (7:30-8:30 Pre- school)	6.30 p.m.	Including + Snack

Registration is possible at any time of the year, subject to the availability of places, and is valid until the end of the current school year.

Frequencies with personalized schedules are possible according to the table below based on the needs of parents and children, with schedules to be agreed with the Management.



Costs and Cares of payment

At the time of registration, by paying the fee of € 250.00, the relevant form will be filled in which guarantees the place for the whole school year. This fee will not be refunded in case of withdrawal or non-attendance of the child.

Entry	Exit	Euro
07:30 a.m. – 09:30 a.m.	12:00 a.m.	404,00
07:30 a.m. – 09:30 a.m.	2:00 p.m.	519,00
07:30 a.m.– 09:30 a.m.	3:00 p.m.	577,00
07:30 a.m. – 09:30 a.m.	4:00 p.m.	635,00
07:30 a.m. – 09:30 a.m.	5:00 p.m.	681,00
07:30 a.m. – 09:30 a.m.	6.30 p.m.	750,00

The fees indicated above are monthly and the payment must be made in advance by the 4th of each month.

The fees include:

- Diapers (**PAMPERS**)
- Insurance coverage
- Material for didactic activities

The meal voucher of € 6.00 per day is excluded from the fee and includes:

- The mid-morning snack
- The lunch
- The mid-afternoon snack

The early withdrawal, that is to say before the end of the year, must be communicated to the management, at least one month before: in any case, the fee for the thirty days following the communication must be paid in full.



Applications

There is a period of applications with the child, with methods and times to be agreed from time to time with the educators together with the family, respecting the child's time, with an average duration of 15 days.

The following documents will be requested at the interview preceding the insertion:

- Vaccination certificates
- Updated medical certificate of any food intolerances and allergies
- The management asks for a possible written proxy, in the event that the child goes out with third parties other than the parents or whoever takes their place. A form to fill out is available at the secretariat. Persons authorized by their parents must in any case be adults with a copy of their identity document.

Absences and ailments

We kindly ask you to notify us by 09:30 in case of the child's absence with a simple one phone call. Without this communication, payment of the meal voucher will be mandatory.

School calendar

In the school year 2023/2024 the kindergarten service will start on Monday 4th September 2023 and will end on Friday 2nd August 2024 and will be suspended on the following days:

- 1st November
- 7th , 8th December Immaculate Conception
- 25th , 26th , 27th , 28th , 29th , 30th , 31st December and 1st January Christmas
- 31st March and 1st April Easter and Easter Monday
- 25th and 26th April Liberation
- 1 May Happy Work Day



Health care

The activity carried out by medical staff falls within the scope of pediatrics and consists mainly of health promotion with health and hygiene surveillance and health education for children and parents included in the community. Therefore, the person responsible for the child's health is the primary pediatrician or the attending physician. The Nido e Sorridò kindergarten is equipped with a small first aid station with medicines and necessary equipment. For any major interventions, the nearest National Health Service (First Aid) must be used, after agreement with the families and the Nursery Pediatrician.

During their stay in kindergarten, educators can administer drugs and antipyretics with the written consent of the parents and a medical prescription.

It will be our pleasure to immediately notify one of the parents (or whoever takes their place) in the event of the child being indisposed.

They will remove the child from the nursery if they find a symptomatology that is presumed harmful to the child and / or to the community, in compliance with current legislation (art. 42 of Presidential Decree 1518/67 and Circular No. 4/98 Ministry of Health " prophylaxis for public health needs "and communication from the Prevention Department 1023/99) for which the child suspected of or suffering from an infectious disease - transmissible parasitosis, must be removed from school.

- purulent conjunctivitis (red conjunctiva with discharge; red and sticky eyelids upon awakening; pain and redness of the surrounding skin)
- diarrhea (3 or more discharges with an increase in the watery component and / or decreased consistency, which cannot be contained in the diaper).
- Diffuse skin spots.
- Fever above 38 ° C (if rectal consider 38.5 ° C).
- Both intestinal and cutaneous parasitosis (presence of worms in the stool and / or pediculosis).
- Aphthous stomatitis and Herpes
- Vomiting (two or more episodes)

In any case, any pathological symptom presented by the child will be reported to the parent so that he can take appropriate measures.



Educational activities

The "Nido e Sorridò ... Snc" nursery is divided into two sections: children are divided according to the age group and their psychophysical development. The staff makes use of continuous training with periodic updating meetings and constant supervision of the Coordinator. The scanning of the educational day was designed according to the following times:

- 7: 30 a.m. -9: 30 a.m. Welcome and free play
- 9: 30 a.m. -10: 30 a.m. Snack and group activities
- 10: 30 a.m. -11: 00 a.m. Change and free play
- 11: 00 a.m. -12: 15 p.m. Lunch
- 12: 30 p.m.- 2: 00 p.m. Nap
- 2: 30 p.m. - 3: 00 p.m. Snack upon awakening
- 3: 00 p.m. -6: 30 p.m. Group activities / free play / outings

Practical Informations

Parents will be kindly requested the following accessories:

- ✓ A bag containing:
 - 2 bibs to take home on Friday for washing and to bring back on Monday;
 - 1 pacifier with chain to leave at the nest;
 - 1 bottle to leave at the nursery (infants);
 - non-slip socks;
 - a pack of physiological solutions for nasal washes which will be carried out only with your authorization;
 - a cover (optional pillow);
 - dirty change bags, such as wet ones;
 - 1 pack of paper handkerchiefs;
 - Tachipirina (check the expiration);
- ✓ A bag containing the clothes for the changes.

All material must be marked with name and surname.

Furthermore, families wishing to celebrate their child's birthday at the nursery are kindly invited to offer packaged products.