



**Welcome to  
Örebro Childcare!**



ÖREBRO

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## Terms and definitions

### Childcare

Covers three types of childcare: pre-school, childcare for schoolchildren and pedagogical care.

### Pre-school

What we ordinarily call a day-care centre or “*dagis*” in Swedish.

### Family day-care homes

Now called “pedagogical care,” those who provide this type of child care are also sometimes called “family childminders.”

### Lpfö98

The national pre-school curriculum, Lpfö98, states child development goals for pre-school care and education.

### Pedagogical care

Pre-school care and education and childcare for schoolchildren not run in the form of a pre-school, leisure-time centre, open pre-school or open leisure time centre, such as a family childminder.

### Childcare for schoolchildren

The group name for three different kinds of activities. Leisure care centres, pedagogical care and open leisure-time centres.

### Education plan

The education plan is decided by the municipality and describes how municipal schools and pre-schools must work and be improved.

Starting pre-school or other pedagogical care is the beginning of an exciting and interesting time for both children and parents. We look forward to welcoming you to our pedagogical activities.

Our main focus in Örebro is always the best interests of your child. The goal is to give the children a sense of security through play and teaching, and help them take their first steps into lifelong learning.

Every child is unique, which is why we make every effort to offer a varied range of childcare to let you choose what fits you and your child best.

### Pre-school and pedagogical care – for all children

All children aged one to five have a right to attend pre-school or pedagogical care. Children whose parents are working or going to school have the right to childcare during the parents' work or study hours, including travel time to and from work or school.

Children of parents who are jobseekers or on parental leave are offered a pre-school place for 15 hours a week for the entire calendar year.

### Types of childcare

There are many municipal pre-schools in Örebro Municipality, some with different special profiles. Pre-schools are group programmes located in purpose-designed premises and run by educators. Pre-schools have their own national curriculum, "Lpfö 98", which can read on the National Agency for Education's website at [www.skolverket.se](http://www.skolverket.se).

There are also privately run pre-schools, which are not under municipal management. For instance, they may be operated by the employees as an economic association, by a parents' cooperative, or by a voluntary or religious organisation.

There are general guidelines for how pedagogical care should be designed, which are also available on the National Agency for Education's website.

For more information about school profiles and presentations of pre-schools and various types of pedagogical care, please visit the municipal website at [www.orebro.se](http://www.orebro.se).

### Childcare vouchers – greater freedom of choice

The childcare voucher is a municipal subsidy granted to all children, regardless of whether the parents choose municipal or private childcare.

The childcare voucher has opened options for multi-family solutions and other types of pedagogical care. For instance, family childminders are now eligible for subsidies for their own children, but limited to the number of unrelated children to whom they provide care. The childcare voucher also means that the same child can participate in more than one programme or type of childcare. Read more about the childcare voucher on [www.orebro.se](http://www.orebro.se).

## Children who need special support

Every child has unique needs and it is impossible for childcare activities to be designed exactly the same way for all children. Children who need special developmental support due to physical, psychological or other reasons must be given that support. Where necessary, childcare staff can also be supported by special needs educators who help them figure out the methods that work the best for the individual child. If you have questions about your child's right to special support, please ask the head teacher or another member of staff at your pre-school.

## Public pre-school

Children aged three to five have the right to free pre-school for 525 hours a year. The offer applies to the autumn and spring terms, starting 1 September.

If your child attends pre-school more than 525 hours a year, you must pay 70 percent of the regular fee. You must pay the full fee for the summer period of 1 June-31 August.

## Night and weekend care

There is one night and weekend pre-school/childcare provider with programmes for children aged 1-12.

You can apply for a place if you need childcare after 20:00 (8 o'clock in the evening) and/or on weekends. To sign up or get more information, please ring Örebro Municipality Customer Service on 019-2110 00.

## Security, development and influence

The national pre-school curriculum and the National Agency for Education's general guidelines for pedagogical care both state that childcare and learning belong together. Play is very important to child development – the time they spend in childcare should be fun, safe and secure and enriching.

The best interests of the child always come first in Örebro. Democracy, participation and influence must be a continuing theme as long as the child is in pedagogical care. The goal is for all children to become secure people who develop, grow and acquire the knowledge they will need as adults. You can read more about the Örebro Municipality education plan online at [www.orebro.se](http://www.orebro.se).

Örebro Municipality works very hard to offer high-quality pedagogical care and pre-school. The staff must have the necessary skills and experience to meet children's needs for childcare and offer strong educational programmes.

As a parent, you must have the opportunity to influence the contents of programmes for your child, both through interaction with the staff and, for example, at parent/teacher conferences.

## Registering for childcare

To register your child for childcare, call Örebro Municipality Customer Service on 019-21 10 00 or download a registration form online at [www.orebro.se](http://www.orebro.se). You should register your child as soon as possible, but at least four months before you want your child to start. You can apply for a place in an area other than where you live, but area residents have priority access to places.

If you do not live in Örebro yet, but are planning to move here, you should register your child as soon as possible. Notify us of your new address as soon as you can so that your application is put in the right area queue.

## Introduction

When your child starts attending childcare, you need to arrange time for introduction before your child begins full time. The introduction usually takes about two weeks. During this time, your child is able to get to know the other children, the staff and the routines at his or her own pace. You must begin paying the fee for the place as of the first day of introduction.

## Parent/teacher conferences

All parents are invited twice a year to a parent/teacher conference to discuss your child's progress. At the conference, you will talk about how your child is getting along, his or her development and so on. It is important that parents voice their concerns and questions during the parent/teacher conference. Naturally, you are also welcome to talk to the staff any time about matters concerning your child or the programme.

## How much does it cost?

Once your child has been enrolled, you pay a fee based on your income, regardless of how many hours your child is in day-care. The fee is payable as of the first day of introduction. Childcare fees are based on total income before tax for the household where the child is registered in the population registry, and the bill is sent to that address.

For example, in a household where there are two adults, the fee is based on their joint income, even if one of them is not the child's biological parent.

“Household” means single people, spouses, or partners who are registered at the same address. The municipality does not offer split billing for parents/guardians who do not live together.

If you do not pay your childcare fee, you may lose the place. If the household owes a debt to the Örebro Municipality childcare system, a place will be offered only if the debt is paid, other than in extraordinary circumstances.

## Income statement

When your child starts in childcare, you must provide a household income statement. You can download the Household and Income Report form (*Hushålls- och inkomstredovisning*) from [www.orebro.se](http://www.orebro.se) or get one from the pre-school or pedagogical care provider. If your income changes, you are always required to provide a revised income statement. The municipality will also request an updated income statement once a year.

## What is counted as income?

You must report all taxable income. Non-taxable income does not count. The following are considered income:

- Wages/salary before tax
- Sickness benefit
- Parental benefit
- Study grants
- Unemployment benefit
- Care benefit (the care portion)
- New business grant
- Benefits paid in connection with national service
- Strike/labour conflict pay
- Activity compensation
- Pension benefits

Detailed information about what is considered non-taxable income is provided on the reverse side of the Household and Income Report form (*Hushålls-och inkomstredovisning*).

## Your fees

The fee for one child in pre-school or pedagogical care is 3% of your household income. If you have more than one child enrolled, the fee per child is reduced. In that case, the fee is calculated as follows: Child 1 is the youngest child in the family who attends pre-school or pedagogical care. Child 2 is the next youngest, etc.

Child 1: 3% of income up to a maximum of SEK 1,260 per month

Child 2: 2% of household income up to a maximum of SEK 840 per month

Child 3: 1% of household income up to a maximum of SEK 420 per month

Child 4: Free

Your fees per child will also be adjusted if your household has children both in pre-school and childcare for schoolchildren (a leisure-time centre). Please visit [www.orebro.se](http://www.orebro.se) for more information.

## Pre-school placement on special grounds

Children who are given a pre-school place for supportive reasons as provided by chapter 2 (a), section 9 of the Swedish Education Act have a right to a free place for up to 15 hours a week. If your child needs more time in childcare, you will be required to pay the regular fee.

## Temporary interruption

Children who are taken out of childcare temporarily have the right to retain their place for a maximum of 60 days during the period of September-May and a maximum of 90 days during the period of June-August. You must still pay the fee while your child is away.

### Timetable

You must turn in a timetable showing how many hours your child will attend pre-school or pedagogical care. The child's hours must coincide with the parents' working or study hours, including travel time to and from work or school.

You can get the timetable form from childcare staff or download one from [www.orebro.se](http://www.orebro.se).

### When your child is ill

When your child is ill, you must remember to report it to the pre-school or other childcare provider so that the staff know your child will not be attending. Remember not to bring your child back too early after he or she has been ill – the child must feel well enough to be included and participate in regular activities.

If a parent or another child in the family gets ill, the child's siblings have the right to use their childcare places as usual.

### Refund due to illness

If your child is away for a long period due to illness, you are entitled to a refund of the fee as of the 15<sup>th</sup> day of illness. You must request the refund on a special form, which is available from the pre-school or at [www.orebro.se](http://www.orebro.se).

### If we need to reach you

It is important that the pre-school or other childcare provider has current contact details for all parents. Please provide your home and work telephone numbers and addresses.

### Your child is insured

All children who attend pre-school or pedagogical are insured against accidents 24 hours a day. Read more about it on [www.orebro.se](http://www.orebro.se).

### In-service days

The staff may have up to five in-service days for planning and further education per year. You will be notified of the dates at least two months in advance. In most cases, you will be given all dates at the beginning of the term in August-September.

Childcare is always arranged during in-service days. It is very important that you notify the staff well in advance if you need childcare on in-service days.

### Switching pre-schools or pedagogical care providers

If you want to switch to a different pre-school or pedagogical care provider, contact Örebro Municipality Customer Service on 019- 21 10 00. When you switch to a different pre-school or pedagogical care provider, you will be required to pay the full, regular fee, even if you choose to keep your child away from childcare for a brief period in between.

We do our best to give you a place at the pre-school or pedagogical care provider you prefer, but children who live in the area have priority placement.

### Cancellation of childcare place

You must give 60 days' notice of cancellation of a childcare place, counted from the date a cancellation form is submitted to the municipality. You must pay the fee during the notice period regardless of whether or not you use the place. If you move out of Örebro Municipality, you may keep the place for no more than 60 days.

When your child is registered for the pre-school class for six-year-olds, your pre-school place will be automatically cancelled as of 31 July.

You can pick up the Cancellation of Childcare Place form (*Uppsägning av barnomsorgsplats*) from your pre-school or pedagogical care provider or download it from [www.orebro.se](http://www.orebro.se). You can also cancel by phone with the Örebro Municipality Customer Service on 019-21 10 00.

### Preparing for the pre-school class for six-year-olds

In the autumn of the year your child turns six years old, it is time to start in the pre-school class. Your child is offered a place in a pre-school class based on your home address – that is, at your assigned school. Information about the pre-school class will be sent to your home early in the spring term of the year in which your child turns six.

You must indicate on the placement offer included in the packet whether you want your child to attend the assigned school or would prefer another school. You must also notify us if your child needs childcare for schoolchildren.

When your child starts in the pre-school class and the leisure-time centre, you must pay a fee for the place in the leisure-time centre. There is more information about fees for childcare for schoolchildren on [www.orebro.se](http://www.orebro.se).

### Early school start

Your child has the right to start school in the autumn term of the year he or she turns six. You can apply for this by contacting the compulsory school you want your child to attend. In this case, your child has the same right to start school as children who have reached the age when school attendance is compulsory.

### Service guarantee

In January 2009, Örebro Municipality introduced service guarantees and a complaint handling system to provide even better service to residents of the municipality. Within the pre-school system, we guarantee you a contact person, introduction and parent/teacher conferences. You can read more about our service guarantees and complaint handling on [www.orebro.se](http://www.orebro.se).

“Every child in Örebro, without exception, has the right to live and develop under circumstances that promote the best interests of the child and which, having consideration to the child’s age and maturity, take into account the child’s own preferences and views.”

Örebro Municipality’s vision for children, adopted by the Örebro Municipal Council on 17 January 2001.

### More information

Would you like more information about pre-school in Örebro Municipality?

Visit our website at [www.orebro.se](http://www.orebro.se) or contact Customer Service on 019-21 10 00.

[www.orebro.se](http://www.orebro.se)

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