

## ASIC INFORMATION ABOUT THE BEGINNING OF THE SCHOOL YEAR 2023/2024

### First day at Kindergarten BESST (4<sup>th</sup> of September 2023)

- **7:00-8:00 am – children's arrival to the kindergarten**

Please notice the recommended time of arrival to the kindergarten due to the opening of the school year in the elementary school, in the gymnasium and due to the capacity of the parking spaces at the parking lot.

When you arrive to the kindergarten, you will be greeted by the teachers who will guide you and take you to the changing room and then to your child's class. The teachers also answer all your questions.

- **until 5:00 pm – picking up children from kindergarten**
- **all-day meals for your child are provided**

**The kindergarten is open daily from 7:00 am until 5:00 pm.**

### Full day kindergarten schedule (2 – 4-years-old children):

Time	Activities
7:00-8:30am	Games and play activities, morning circle, personal hygiene
8:30-9:00am	Morning snack
9:00-10:00am	Morning targeted educational activities planned according to the National Educational Program, physical and relaxation exercises
10:00-11:30am	Outdoor activities
11:30am-12:00pm	Personal hygiene, lunch
12:00-2:30pm	Personal hygiene, nap time
2:30-3:00pm	Personal hygiene, afternoon snack
3:00-5:00pm	Games and play activities, afternoon targeted educational activities, outdoor activities

### Full day kindergarten schedule (preschoolers – Giraffes):

Time	Activities
7:00-8:30am	Games and play activities, morning circle, personal hygiene
8:30-9:00am	Native speaker – English lesson according to individual plan
9:00-9:30am	Personal hygiene, morning snack
9:30-10:30am	Morning targeted educational activities planned according to the National Educational Program, physical and relaxation exercises
10:30-12:00am	Outdoor activities
12:00-12:30pm	Personal hygiene, lunch
12:30-2:30pm	Personal hygiene, relaxation, club activities, educational activities focused on individual work with children
3:00-3:30pm	Personal hygiene, afternoon snack
3:30-5:00pm	Games and play activities, afternoon targeted educational activities, outdoor activities

### Compulsory pre-primary education:

With effect from 1<sup>st</sup> of September 2022, pre-primary education is compulsory for any child who reaches the age of five by 31<sup>st</sup> of August 2023.

According to the currently valid wording of the Education Act, compulsory pre-primary education is fulfilled

- by direct participation in education and care in the kindergarten
- or
- in individual (home) education.

Compulsory pre-primary education directly in kindergarten has a specified range of at least four hours a day. At the same time, the child's right for full-time education and care applies. The absence of the child must be justified according to the instructions in the School Rules of the Private Kindergarten BESST.

### During the attendance of our kindergarten your child will need:

- **Shoes to change into – sturdy slippers (no flip-flops, no Crocs).**
- **Rubber boots, raincoat (during rainy days).**
- **Pyjamas (does not apply to children in the preschool class – these children only relax).**
- **Extra clothes - underwear, t-shirt, tracksuits, socks, etc.**
- **School uniform - mandatory for pre-schoolers (children in Giraffes classes)**  
Uniforms can be purchased at the school reception every working day from 7:00 am to 4:30 pm. The uniform is compulsory for pre-schoolers from the second school day.  
**When buying uniforms, it is possible to pay by credit card or in cash.**

The parts of the school uniform are:

- short-sleeved polo shirt (green, yellow, white, blue, red),
- long-sleeved polo shirt (white, blue),
- fleece sweatshirt (green),
- hooded sweatshirt (dark blue)
- skirt, shorts (solid dark blue, dark grey or black)
- trousers, sweatpants, leggings (solid dark blue, dark grey or black).

Accessories for school uniform:

- tights (one-coloured in the colour of a skirt, white or beige)

Everything except sweatpants, leggings, shorts and tights can be bought at the Private Kindergarten BESST reception.

- **School cap** - new children will get a school cap, which the child needs to have prepared in her/his locker. The first cap you will get for free. In case of lost or damage, it is possible to buy a new one.
- **All personal belongings must be signed/have nametags.**
- **Swimsuit, towel and backpack**- children will need them for swimming course in the Kvapka club.

**Newly admitted children** - on the first day of school in the morning it is necessary to hand over a copy of the medical insurance card to the teacher in the classroom.

#### **Meals in the Private Kindergarten BESST:**

- Food and drinking regime are provided in the kindergarten during the entire service from 4<sup>th</sup> of September 2023.
- The price for meals for one day is 3,40€ - morning snack, lunch, afternoon snack, fresh fruit twice a day, drinks available all day in form of tea, milk or water.
- Fresh fruit juices are served with morning snack. The price is 0,50€/1 dcl.
- Sign-up for morning snack, lunch and afternoon snack is done using the on-line link until the 24th August 2023.
- Registering/cancelling of meals is available via Edupage. New parents will receive login details on the Edupage via e-mail. As long as your child continues at our kindergarten, the parental passwords remain the same as last school year. If you have more children, you can see the children under one login in parent account, as long as you have the same registered email address for all your children. In case of problems with the EduPage account, please contact the deputy head teacher PaedDr. Veronika Pukancova in person, by phone at 0903 651 091 or by email at [veronika.pukancova@besst.sk](mailto:veronika.pukancova@besst.sk)
- All information about meals can be found at: <https://ms.besst.sk/sk/jedalny-listok>
- If a parent does not cancel a child's meal in time, the meal can be picked up that day from 11:30 am until 1:00 pm. In case of a child's absence, parents are responsible for meal cancelations.
- Signing off meals in kindergarten:
  - children of our kindergarten are automatically signed out of the meals only during the public holidays, when the kitchen is closed and when the kindergarten is closed,
  - during the holidays children are not signed out of the meal - parents must sign them out via the EduPage application.

- also in other cases (illness, absence,...) children must be signed out by parents via the EduPage application.

- To bring your own food, drinks and sweets to the Kindergarten is not allowed.
- Meals are paid in three payments over three periods. The parent calculates the payment for the period himself according to the type of food his child takes. You can find a detailed calculation procedure on the school's website in the price list section, or we will be happy to advise you at the reception.

### Kindergarten holidays in the 2023/2024 school year:

Holidays	Last day of school before the beginning of holidays	Date of holidays	The first day of school after holidays
Autumn	27th October 2023 (Friday)	30 <sup>th</sup> – 31 <sup>st</sup> October 2023	2 <sup>nd</sup> November 2023 (Thursday)
Christmas	22nd December 2023 (Friday)	23 <sup>rd</sup> December 2023– 5 <sup>th</sup> January 2024	8 <sup>th</sup> January 2024 (Monday)
Spring	1 <sup>st</sup> March 2024 (Friday)	4 <sup>th</sup> March – 8 <sup>th</sup> March	11 <sup>th</sup> March 2024 (Monday)
Easter	27 <sup>th</sup> March 2024 (Wednesday)	28 <sup>th</sup> March – 2 <sup>nd</sup> April 2024	3 <sup>rd</sup> April 2024 (Wednesday)
Summer	28 <sup>th</sup> Jun 2024 (Friday)	1 <sup>st</sup> July– 30th August 2024	2 <sup>nd</sup> September 2024 (Monday)

The kindergarten will be open during the autumn, half-year, spring and Easter holidays. We will ask for your interest in the kindergarten services during the holidays in advance.

The kindergarten will be closed during winter holidays.

During the summer holidays, the kindergarten will be closed for three weeks (the first holiday week and the last two holiday weeks) - for the other weeks you can add your child to the lists in advance.

### Payments and child's ID:

#### **Payments are realized in three instalments for three periods.**

For your payments' identification it is important to use pupil's ID as a variable symbol; payment period and year as a specific symbol; and a purpose of the payment and name of the pupil as a payment subject. Your child's ID is listed in the Contract of Education. This school year, we are introducing payment information via the EduPage application, which also offers a payment option. For a detailed description of how to pay from EduPage via the banking application, see aSc Tutorials here: [https://help.edupage.org/?p=u38/u174&lang\\_id=1](https://help.edupage.org/?p=u38/u174&lang_id=1).

For example:

VS: 1111 (pupil's ID)

SS: 012022 (payment period and year)

Subject/Note: tuition, Smith John (purpose of your payment and name)

**Fees information and maturity dates:**

Payments	Account number	Maturity date of the 1st period	Maturity date of the 2nd period	Maturity date of the 3rd period
Tuition fee	SK16 7500 0000 0040 1384 5596	15.09.	15.01.	15.05.
Meals fee	SK56 7500 0000 0040 1427 5265	15.09.	15.01.	15.05.

**Communication:**

All current telephone numbers and e-mail addresses can be found on our website [www.besst.sk](http://www.besst.sk).

**We would like to ask you to check your e-mail regularly. In this way, we will ensure that every parent is informed in a timely manner about important events and dates in our kindergarten.**

In case of any uncertainties, questions, comments and suggestions, please contact me at:

[ivana.puskarova@besst.sk](mailto:ivana.puskarova@besst.sk) or on my telephone number 0917 102 611.

Sincerely

Bc. Ivana Puškárová, Head Teacher

In Trnava on August 15, 2023