



Welcome to early childhood education and care in Lohja

LOHJA
City of Lakes





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This brochure brings together the most important instructions to help ensure a smooth start in early childhood education.



Welcome to early childhood education and care in Lohja!

Your child is about to start early childhood education and care (ECEC) in Lohja. It is important for us to offer your child high-quality and safe early childhood education and care that supports their wellbeing. Our goal is to create an environment in which children can grow, learn and develop.

In early childhood education and care, children make friends and learn social skills, independence, motor skills and how to regulate their emotions. We build the foundation of learning by offering diverse experiences and introducing different phenomena and environments. We emphasise the importance of play in learning, positive interaction, the child's participation and support for wellbeing. A safe and encouraging environment lays a foundation for the child's growth and development.

Cooperation with families is of first-rate importance to us. We value open and confidential interaction and we want to support your child's development and learning together with you, in the best possible way. We hope that you will share your thoughts, wishes and questions with us along the way.

Before starting care, we offer you an opportunity for a visit, during which your child can get to know the new environment and new adults in peace. This will help your child feel safe and confident in their new everyday life.

Early childhood education and care is an important stage in a child's life, and together with you, we want to build a foundation that has lasting effects well into the future. The wellbeing and safety of your child is our priority, and we invest in ensuring that each child feels part of the group, important and seen in early childhood education and care.

We at early childhood education and care in Lohja want to offer your child the world's highest-quality early childhood education and care – an everyday life that is safe, healthy and enhances learning. We look forward to working together with you and wish your child rewarding and happy days in early childhood education and care!

Warm regards, **Anu Koivumäki**
Director of Early Childhood Education and Care
and the entire Lohja ECEC team



Starting early childhood education and care

ECEC introduces a lot of new things to the whole family, but above all, it is something new to the child going to the ECEC centre. You should reserve time for starting ECEC to make it as smooth as possible.

The early childhood education and care in Lohja follows local curricula and annual priorities. Children's own participation and interests are visible and reflected in the activities. ECEC in Lohja encourages interaction and play. Friends are important for children; we support their creation and foster friendships. We also allow children's play to be seen and heard. We give space and for their play, and let them play in peace.

The City of Lohja wants uniform practices for the start of ECEC, due to which we have created the Initial Steps material for the staff to use. This ensures that each family receives a similar start regardless of the place. The guardians will be contacted well in advance about the child's future ECEC place. The date and place of the first meeting will be agreed on during the call. The start of care discussion may take place at the ECEC place or at home. The advantage of having the discussion at the child's home is that the child feels safe in their familiar environment, which can make getting to know each other easier. When the child first enters the ECEC unit, they will be greeted by an adult whom they already know and who will introduce the facilities to the child and their guardians. We recommend having the start of care discussion at home at least for children under the age of three.

The purpose of the discussion is to hear the guardians' thoughts about their child and their wishes and questions related to starting ECEC and ECEC in general. The guardians' information on their child is taken into account when starting ECEC. The child and the guardian should preferably visit the group at different times on several days.

We recommend that the child's days at ECEC are short in the beginning. Remember that the invoicing of ECEC begins when the child is left to care for the first time without a guardian.





Good to know when starting early childhood education and care

Your ECEC centre will give you more detailed information on what your child needs to bring with them. Here is a checklist of some examples:

- Indoor slippers
- Stuffed animal/dummy etc.
- Nappies
- Possible medication for a chronic disease (see When a child falls ill)
- At least one change of clothes (socks, underwear, t-shirt, trousers, long sleeved shirt)
- Sunblock (in the summer as necessary)
- Drinking bottle
- Separate indoor and outdoor clothes, also in the summer

Children spend time outdoors every day at ECEC, in all kinds of weather conditions, so they need weather-appropriate outdoor clothes every day. Below is a checklist of the outdoor clothes needed for different weather conditions:

- Outdoor trousers and coat, or overalls
- Hat and gloves/mittens
- Mid-season shoes
- Winter clothes
- Wool socks, wool base layer and winter shoes
- Rain clothes (raincoat, rain bibs, gloves, rubber boots)

NOTE!

Remember to name **ALL** your child's clothes and toys etc. so that any misplaced items can find their way back to the child's own coat rack.

Check your child's locker **daily** for dirty laundry. Every now and then, check that the clothes at the ECEC centre are of the right size and intact.





Arranging special dietary needs

If your child has special dietary needs, remember to place an order on time so that your child can get the food they need at the ECEC centre. You can submit an order for a special diet through the city's catering service: [Special diet order – Lohja](#)

Scan the QR code to order a special diet.



Cooperation between home and early childhood education and care

When a child falls ill

Do not bring an ill child to the ECEC centre.

If your child falls ill, **immediately** notify your child's group at the ECEC centre and also tag it in DaisyFamily as Sairas (ill).

Runny noses are common in ECEC, but please keep the following rules of thumb in mind:

- A child can come to ECEC when they are healthy. A child is healthy when they are able to play and participate in both the indoor and outdoor activities of the ECEC centre normally.
- We will notify the guardian immediately if their child falls ill at the early education centre. In this case, you must pick up your child immediately.
- In the event of an accident, we will immediately notify the guardian.

Note! If a child has been diagnosed with a chronic illness, we will draw up a pharmacotherapy plan at the child's group together with the guardians. This way, we can also take into account the medication your child needs also in ECEC.



Parents' evenings

ECEC centres organise parents' evenings where they talk about what they do at the early education centre and in the group and what the coming year will include. Parents' evenings provide a good opportunity to discuss any issues with the group's staff and to strengthen cooperation with them. Parents' evenings are also a good opportunity to network with other guardians.

Early childhood education and care discussions (“vasu” discussions)

The child's ECEC discussion with the guardian is held within two months of the start of ECEC. The goal is to agree with the guardian on how the child's individual development, learning and wellbeing are promoted systematically. The objectives are recorded in the child's ECEC plan. The objectives describe how pedagogical activities and learning environments support the child's development, learning and wellbeing. The discussions are not held for the purpose of assessing the child, but rather the ECEC activities.



Support for early childhood education and care

Every child has the right to high-quality ECEC in a positive atmosphere. ECEC can offer early childhood education for children with special educational needs when support is needed for various development challenges. These matters are discussed and decided on together with the guardians. ECEC also offers education in Finnish as a second language, which is aimed at children whose first language is not Finnish (S2 teaching).

Wellbeing in early childhood education and care

The child's day consists of different situations related to everyday life, play, learning and social interaction, which form the basis of a clear but, if necessary, flexible daily rhythm.

A healthy, regular and versatile diet is important for a growing child. Children practise independent eating, good table manners and a culture of eating together at ECEC. Trying out new flavours and having a relaxed mealtime with other children and adults gives the child skills for the rest of their life.

Sufficient rest is important for the child's growth, development and learning. A child's day in ECEC may sometimes be quite long, so a short break for resting and calming down during the day is often good for the child. During the daily rest time, the children can relax by listening to music and fairy tales. Many children want to bring a familiar and loved stuffed animal toy with them from home, one with which they feel safe to fall asleep.

Taking care of hygiene is very important in our everyday life. Everyone washes their hands when entering the building, before eating and after toilet visits and sneezing or coughing. This helps us prevent the spread of infectious diseases among children and employees.





Effects of absences in early childhood education and care

If your child needs to be absent from ECEC (for example, for a holiday trip), you must notify their group's employees as soon as possible. Long absences have a direct impact on the amount of food ordered at the early education centre. If a child is absent from ECEC (for other reasons than being ill), the guardian must add the Poissa (absent) tag for the child in DaisyFamily.

The ECEC centre will ask you about the child's attendance during school holidays, as it affects the number of employees required and the food and cleaning services. During holiday seasons, such as summer and Christmas holidays, some early education centres are closed and the provision of ECEC will be reorganised to be more efficient. The guardians are always notified of these arrangements separately.

For more information on the impact absences have on ECEC fees, visit: [Absences and fees](#)



More information via the QR code

Client fees for early childhood education and care

The client fee charged for ECEC is determined on the basis of the family's size and income and the fee category (selection of hours) the guardian has chosen.

If a guardian wants the family's income to be taken into account when determining the client fee, the guardian must submit an income report through eDaisy.

For more information on ECEC client fees, please contact the office secretary in your area: [Invoicing of early childhood education and care by area](#)



More information via the QR code





Child safety

Safety is a priority for us, and we hope that you, the guardians, will actively participate in maintaining it. You can help us in the following ways:

- Make sure that the ECEC staff know that your child has arrived at the early education centre. Remember to inform an employee also when you pick up your child to go home.
- Always check that all gates are closed properly.
- Greet your child genuinely and put your mobile phone away when you arrive to the centre. This way we can focus on the children and their safety.
- Please remember that the person picking up the child must be over 18 years old. You should talk to the head of the ECEC centre and the group teacher separately about any exceptional situations.
- If you are late for the pickup, remember to contact your child's group by phone.
- When you pick your child up from the early education centre, you should go through the child's day with an employee of the group. You will learn more about how their day has gone or whether there is something that their guardian should otherwise be aware of, such as future events.
- You should also name people who can pick up your child on your behalf as a backup. If someone other than a named adult comes to pick up your child, you should notify the group employee in advance. The guardian can add the backup person in DaisyFamily.



Daisy

DaisyFamily – daily service channel between guardians and early childhood education and care

You can log into the application for the DaisyFamily service **either**

- by using an Internet browser <https://lohja.daisyfamily.fi/login> **or**
- by downloading the DaisyFamily application from the Android or Apple app store

You can log in to the DaisyFamily application either with strong identification or with a user ID and password.

In DaisyFamily, the guardian can:

- view their child's basic details
- add the child's special dietary needs
- add people who can pick up the child as a backup
- fill in permits concerning the child
- communicate with ECEC
- fill in the child's ECEC plan
- sign the child up for care

When signing the child up for care, please note that the booked day of care uses the child's monthly hours even if the child does not show up. The booked and actual time in care is compared on a day-by-day basis, and the larger number reduces the number of hours available. If you have not signed the child up for care, it is assumed that the child will not participate in ECEC on that day.

eDaisy – e-service

eDaisy is an electronic service channel for ECEC where the guardian can:

- submit an income report
- read decisions
- change their selected hours
- cancel an ECEC place
- submit a wish for a change of ECEC place

the guardian will be notified of the received decision through the Suomi.fi service if they have activated Suomi.fi Messages.

You can find more detailed instructions on how to use Daisy on the city's website: <https://www.lohja.fi/varhaiskasvatus-ja-opetus/varhaiskasvatus-ja-esiopetus/hyvinvointi-ja-terveys-2/>

We have a good Lohja spirit.



Welcome to our early childhood education
and care community in Lohja!

More information:
lohja.fi/varhaiskasvatus-ja-esiopetus/

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