



## Welcome to Early Childhood Education

In this information leaflet, you will find important information about early childhood education practices. The most up-to-date information (in Finnish) is available on the municipality's website under *Varhaiskasvatuspalvelut* (Early childhood education and care services): [www.nurmijarvi.fi/varhaiskasvatuspalvelut/](http://www.nurmijarvi.fi/varhaiskasvatuspalvelut/)

### Päikky, our online daycare booking system

Päikky is an electronic system that early childhood education and care services use. It is intended for planning and keeping track of children's daycare hours. The system is also used for communication between early childhood education staff and parents/guardians and for drafting children's early childhood education plans.

Guardians gain access to the system at least one month before their child starts early childhood education. Your username is your phone number. The system's message function starts working on your child's first day of early childhood education. If you need to get in touch before that, you can contact your daycare centre or family day carer by phone.

**Please state the planned daily daycare times as accurately as possible in the Päikky system.** Daycare times must be entered into the Päikky system by Monday of the previous week.

For more information on the Päikky system, please visit the municipality's website: [Päikky - sähköinen hoitoaikojen varausjärjestelmä.](#)

### Family information

The information provided by the guardians in the early childhood education application is entered into the early childhood education information systems. Guardians should notify their daycare provider of any changes in their daycare needs (number of hours), changes in income information, and termination of childcare using the online forms available on the municipality's website under *Varhaiskasvatuspalvelut* -> [Sähköinen asiointi ja tulostettavat lomakkeet.](#) If you are a single parent/have a joint parenting system, please fill in a paper form you can get from your daycare centre or family daycare provider.

You must notify us in the online system if you want to postpone the start date of your child's early childhood education from what was originally agreed. It is possible to postpone the start date by one month. **Early childhood education and care is subject to a fee from the first day of the daycare client relationship.**

### Income information

- Please report your income by the end of the month in which your child's daycare client relationship starts. Otherwise, you will be asked to pay the maximum fee.
- When determining the daycare fee, the municipality of Nurmijärvi usually retrieves income information directly from the national Incomes Register if the child's guardians have not given their consent for being charged the highest rate according to the number of hours booked.
- Since not all the information can be obtained from the Incomes Register, guardians must submit an online form to report any income information that is not available in the Incomes Register (such as business income, capital income, income from interest and dividends, child maintenance allowance, rehabilitation allowance paid by an insurance company, pensions, adult education allowance, and unemployment benefits paid by unemployment funds).
- If you start working after parental leave, for example, we will not get your income information from the Incomes Register right away. In this case, you must report your income to us using an online form.

### Day-to-day cooperation with early childhood education

Your child gets to visit and explore the daycare facility together with you.



Your child's daycare insurance coverage starts on the start date indicated on the daycare placement decision.

Responsibility for your child is passed to early childhood education staff when you hand the child over to an early childhood education worker. Responsibility for the child is passed to the child's guardians when the child is handed over to the guardian or to a person pre-agreed with the guardian.

The staff at early childhood education facilities have two development days during the year. On those days, the guardians will be asked to arrange their child's care in some other manner, if possible. The children who need daycare on those days will be cared for by staff and/or substitutes from other daycare centres.

Early childhood education staff's holidays are scheduled to coincide with school breaks. Only some daycare centres will remain open during those times, and services will be centralised and moved to daycare centres that will be announced separately.

## Dietary restrictions, childcare during child's illness, administration of medications, and accidents

If your child has any dietary restrictions, please report them using the dietary restrictions form available on the municipality's website: Home -> Aleksia -> Erityisruokavaliot  
<https://www.nurmijarvi.fi/aleksia/erityisruokavaliot/>.

If your child falls ill, you should immediately notify the daycare centre or family day carer. Children cannot come to daycare when sick. Sick children do not have the energy to participate in the activities and might also infect other children. If a child falls ill in daycare, staff will immediately notify the child's guardians to allow them to make arrangements for the child's care during illness.

As a general rule, medications should be administered at home. If your child has to be given medicines in daycare, please bring the medicines to the daycare centre or family day carer in their original packaging along with instructions. Early childhood education staff will only administer medicines prescribed by a doctor. If administration is scheduled for when the child is in daycare, the related responsibilities and duties will be agreed on a separate medication form in cooperation between staff and the child's guardians.

Children who attend early childhood education are insured against accidents. In the event of an accident, we will notify the guardians immediately and, if necessary, take the child to the accident and emergency department. A daycare worker will then submit an accident report online to the insurance company, and the guardian will receive a copy of it by email. If the guardians have paid for some expenses and file an insurance claim, they will receive instructions on how to file a claim from the insurance company by text message or email. Insurance company Fennia will reimburse the costs of treatment according to public medical care costs.

## Online forms and additional information about services

Home -> *Kuntalaisen palvelut* (Services for residents) -> *Lasten, nuorten ja perheiden palvelut* (Services for children, adolescents and families) -> *Varhaiskasvatuspalvelut* (Early childhood education and care services) -> [Sähköinen asiointi ja tulostettavat lomakkeet/Online services and printable forms](#) or [Päikky – sähköinen hoitoaikojen varausjärjestelmä/Päikky – online daycare booking system](#)

## Guidance and advice on early childhood education and pre-school services, tel. 040 317 2610

### Telephone service hours:

- Mondays, Wednesdays and Fridays 8:30 a.m.–12:00 p.m.
- Tuesdays and Thursdays 1:00 p.m.–4:00 p.m.



## Early childhood education client fees

**Klaukkala, Lepsämä**  
Office Secretary  
040 317 2208

**Kirkonkylä, Rajamäki, Nukari, Röykkä, Perttula**  
Office Secretary  
040 317 2221

## WELCOME TO EARLY CHILDHOOD EDUCATION!

Municipality of Nurmijärvi, Early Childhood Education and Care Services