



Development reasons and motivation

Since 1997 7 Bears has been running a popular and successful day nursery with mixed-age groups. Since Kindergarten has become part of the elementary school in the Canton of Zurich, 7 Bears offers as of August 2010 an accredited bilingual Kindergarten (German / English). Many of our 7 Bears day nursery children are coming from bilingual families or families where English is their main language. With our bilingual Kindergarten we therefore match the need of these families. For children from German speaking families we see our offer particularly as a great possibility to learn the English language in a playful and easy way.

Pedagogic principals, goals and tasks

The 7 Bears Kindergarten is a bilingual full day-Kindergarten where children from age three to six years are being cared for and supported individually. Two competent Kindergarten teachers and one trainee will tutor a maximum of 16 children. They will implement a structured schedule after which they communicate in German or English. The center is the child. We are focusing on each child individually, account for their needs and skills and support building positive self-esteem and support their social development. In a playful manner we'd like to arouse autonomy, creativity, willingness to perform, ability to judge and communication skills.

With our bilingual program we do strive for openness towards childrens' own and foreign languages and cultures. We offer enough personal space so the children have enough time to develop, enjoy free plays but at the same time enjoy the advantages of an early start learning a second language. We are striving for a sincere atmosphere in which each child feels comfortable. We emphasize mutual respect, consideration and friendly interaction. We cultivate personal responsibility and responsibility for other human beings, animals and our environment. Our goals are autonomy, imagination and lots of joy discovering, understanding and learning. The 7 Bears Kindergarten is open and positive towards all pedagogical influences and is following the curriculum for Kindergarten of the Canton of Zurich.

Teamwork with parents and within 7 Bears

Our pedagogical team consist two accredited Kindergarten teachers of which one person's mother tongue is English. The children will be taken care of by these experts and they are evaluating regularly the developments of each individual child as well as the group. According to the results of these evaluations, we will set new goals and topics for the parent-teacher talks. The teachers are in a daily creative exchange about the themes and programs and how they are being received within the children groups. Each month there will be a team meeting, where important topics will be discussed. The Kindergarten teachers are regularly in contact with the day nursery teachers at 7 Bears (which are in the same house). This allows an integrated sight on the pedagogical work throughout all age groups within 7 Bears.

To benefit your child we put an emphasis greatly on good communication with the parents. Through regular parent-teacher talks we are building an important basis of trust. We inform you about projects we are working on and are happy to hear your inputs, thoughts and ideas. Development, behavior and performance of each individual child will be discussed with parents and written down in each child's personal file.

All children are being supported during their adjustment period in our Kindergarten until they feel fully comfortable.

Should a child have difficulties or if the suspicion of development-problems arises, the Kindergarten teacher will talk to the parents in order to discuss any necessary steps to solve the issue. Should we encounter serious problems or issues, the Kindergarten teacher may - upon approval of the parents - involve external specialists for support.

Health and safety

7 Bears emphasizes balanced, healthy and varied nutrition. The children receive a freshly cooked lunch at the Kindergarten as well as a morning and afternoon snack. Please do not let your children bring any sugared snacks, sweets or candies to the Kindergarten. A specialist will instruct the children on dental hygiene and we see that all children brush their teeth regularly. Especially as being a city-centered Kindergarten, we feel obliged to teach our children some basics on road safety measures. A specially trained traffic police officer will teach the children how to react and behave in traffic and we will practice what they've learned during excursions.

Attendance

Children age 3 to 4: min. 2 days (pre-Kindergarten)
Children age 4 to 5 (4th birthday before April 30) min. 3 days (1st Kindergarten year)
Children age 5 to 6 (5th birthday before April 30): min. 4 days (2nd Kindergarten year)

The 7 Bears Kindergarten has the approval of the Education Department of the Canton of Zurich to accept children from age 3. At age 4 (4th birthday before April 30) the compulsory schooling as per the elementary school directions applies and consists 16,5 until 19,5 hours/week during the 1st year of Kindergarten and 18,0 until 21,0 hours/week for the 2nd year of Kindergarten. The children should not need diapers anymore upon entering the Kindergarten.

Opening hours

7 Bears is open during 50 calendar weeks from Monday to Friday from 07:00 to 19:00. The block times are from 09:00 to 16:00. During these times all children are required to be in attendance. **During Christmas holidays, 7 Bears will be closed for 2 weeks.** On public holidays as well as on Friday following "Auffahrt" (Ascension), 7 Bears will also be closed.



Parents will be informed in advance of exact dates. On days preceding a public holiday, 7 Bears will close at 17:00.

Holidays / absence

Please inform 7 Bears about any holidays or planned absences as early as possible. Individual days should be reported no later than 09:30 of the concerning day. Holidays, public holidays, sick days, and other absences will not be refunded, and cannot be compensated.

Sickness / accident

Children must stay home in case of sickness or fever. Please notify the Kindergarten teachers by 09:30 if the child is sick. If a child becomes sick at the Kindergarten, parents will be informed and are requested to pick up the child as soon as possible.

In case of an accident, teachers are authorized to seek immediate medical attention for the child and will make sure that parents are informed immediately. Any allergies or sensitivity to certain medications are to be advised by parents in writing.

Different teaching-languages

Our teaching-languages are Swiss German dialect, German and English. These languages are being integrated daily and regularly into classes. There will be one-on-one communication in all languages and personal interaction. The children will be encouraged to express themselves in all languages.

Class mode

The children will be tutored together in mixed-age groups as well as in individual smaller groups.

Areas of education

The areas of education of our Kindergarten are in close coherence with the development tasks for children in this age group:

- Learning the language (language acquisition, language cultivation and speech therapy)
- Practice oral communication
- Acquaintance with various mediums of a child's daily routine
- Knowing and understanding native animals and nature
- Environment education, recycling, saving electricity and water
- Knowing to use materials and tools for creative and handicraft work
- Basic mathematics like sequence of numbers and quantities
- Learning to compare and name designs, forms, time segments

- Social education: identity, self-perception, social acts, values and standards
- Cultivate creativity
- Motion education

Summed up we convey knowledge and capability, which are of great importance to the child's daily actions. The educational process is not in accordance to fixed school subjects. Through activities, actions, formation and while playing, the child acquires the competences from different educational areas in an integrated manner. The curriculum for Kindergarten of the Canton of Zurich is standard and will be implemented.

Our diversified schedule also offers special events such as forest-days, Kindergarten-journey, excursions and festivities.

Especially during the school holiday times we emphasize on a certain "vacation mood" within our Kindergarten. We will offer extraordinary activities and projects such as excursions to the zoo, museums and other interesting institutions.

Insurance

Children must be insured against illness and accidents. Written proof of insurance is required for each child.

Clothing / personal items

The clothing should be according to the weather. We will go outside everyday, if possible. Every child has his/her own personal space to store personal belongings. We ask the parents to frequently check the items for size and cleanliness and change them if necessary. The following personal items should be brought and be stored at the nursery:

- Extra clothes (underwear, T-Shirt, pullover, pants, socks)
- Track suit or comfortable Pyjama
- Slippers
- Warm cap
- Gloves
- Rainjacket
- Sunhat
- Sunscreen lotion and cold weather cream
-

Wherever possible, please label items with you child's name and check clothing size and cleanliness regularly. Please change clothing if necessary.



Liability

7 Bears accepts no responsibility for lost or damaged personal property.

Fees

The monthly fees for the 7 Bears Kindergarten are as follows:

2 Days per week	CHF 1210.-
3 Days per week	CHF 1815.-
4 Days per week	CHF 2420.-
5 Days per week	CHF 2725.-

All provided meals and drinks are included in the monthly fee. We offer a sibling discount of 10% on the monthly fees. Monthly fees are invoiced **12 times a year (50 weeks per year) and must be paid monthly in advance**. We request payment by means of standing order or payment order. Any fees incurred for payments made at post offices will be charged in addition. If you like to bring your child an extra day to the Kindergarten we kindly ask you to pay **CHF 145.- per day** directly. The personnel will issue a receipt for you.

Closings by official orders

Should the official authorities order 7 bears to close down for a designated time (e.g. in case of pandemic), we are not able to grant any refunds or compensations. We do comply as much as possible with any hygiene measures issued by the Federal Office of Public Health (FOPH).

Application and admission

The 7 Bears Kindergarten is accepting children from age 3 to 6 years. Copies of vaccination and medical insurance certificates must be included with the enrolment forms. 7 Bears can only accept children that are vaccinated according to the official vaccination plan issued by the Federal Office of Public Health (FOPH).

After receipt of the enrolment forms and the enrolment fee of CHF 100.- your child will be placed on our waitlist. Acceptance is handled in chronological order of enrolments. We will contact you as soon as we have a spot available. The enrolment fee is non-refundable in case of deregistration by the parents.

Contract

If a place for the child at the Kindergarten is available for the desired enrolment date, this will be confirmed to the parents in the form of a written agreement. At the signing of this contract, a deposit of the sum of two months of school fees will be due. Upon receipt of the deposit, the reservation of a place for the child at the Kindergarten becomes binding.

Notice of termination

Either party can terminate the contract at the end of every month provided a period of three months notice has been given. Notice must be given in writing.

Deposit

A non-interest bearing deposit of two-month school fees is due on receipt of confirmation of acceptance at 7 Bears. With the withdrawal of the child from the Kindergarten, the deposit will be fully refunded, or credited against the final two months invoices.

Should payment of the deposit, or any of the monthly invoices be more than seven days in arrears, a written reminder will be sent by 7 Bears, and a reminder fee of CHF 20.- will be incurred. Should complete payment not be received within the time period stipulated in the reminder, 7 Bears reserves the right to terminate the present contract at any desired date after giving 10 days notice.

Admission fee

We charge a one-time admission fee of CHF 150.- which will be invoiced together with the deposit.