



**Sola kommune**  
Ansvar for hverandre



# **GUIDE FOR INITIAL MEETING AT KINDERGARTEN**

## Initial meeting at kindergartens in Sola

<b>CHILD'S NAME:</b>	<b>DATE OF BIRTH:</b>
<b>PARENT/CAREGIVERS NAME:</b>	<b>PARENT/CAREGIVERS NAME:</b>
<b>DATE FOR MEETING:</b>	
<b>PARTICIPANTS IN MEETING:</b>	

### Short introduction to the meeting:

The goal of this meeting is to get to know the child and their family. At the same time, we want to give the family information about the kindergarten's educational practices and the services the kindergarten works with.

The pedagogic leader/pedagogisk leder and the kindergarten teacher/barnehagelærer have initial meetings with all new parents in the kindergarten. In Sola kommune we have made a guide for this meeting. As parents/caregivers to your child, you know them best. The information we get from you about your child and the family, is very useful to us looking after your child in the kindergarten. The information you give, helps us to understand your child, so that we can facilitate your child's development, and make sure that they feel safe and that they thrive in the kindergarten. It is up to the parents/caregivers how much they wish to share with the kindergarten.

The pedagogic leader/pedagogisk leder and the kindergarten teacher/barnehagelærer are responsible for the information you provide, and they inform the staff in the department when necessary and always with the parent/caregiver's consent. Information from this meeting is stored in a secure place, which is accessible only to the them and principal/styrer. The information is stored as long as your child goes to the kindergarten.

#### Confidentiality – Barnehageloven § 20

The duty of confidentiality means that the employee is obliged to prevent others from gaining access or knowledge of someone's personal circumstances. This means, among other things, information about physical and mental health, family and home conditions, housing conditions, finances or other sensitive information.

The kindergarten's right to pass on information to other agencies and services is based on consent, and the information is anonymised. Exceptions from the duty of confidentiality apply in serious cases that are linked to the duty to provide information to the child welfare service (barneverntjenesten).

## **PART 1: Getting to know your child**

How would you describe your child?

What interests does your child have? How can we encourage these together? How do you think we can best support your child?

How is your child at interacting with others?

How is your child's temperament - is it calm, shy, apprehensive, curious, happy, active or anxious?

What are important values for you as parents/caregivers?

Who is in your child's family? Who lives with your child? Are there any other important people for your child?

When parents/caregivers live in different homes: Is there anything important for the kindergarten to know about the co-operation between the two homes? *The kindergarten must let you know about the role of the kindergarten for families where the parents/caregivers do not live together: this is because of the confidentiality laws.*

*Family language:*

Which languages does your child come into contact with daily with their immediate family: mother, father, siblings, grandparents/others?

Which languages does your child use daily?

How has the initial time in the kindergarten been and how have you as parents/caregivers experienced this time?

*Celebrations and holidays:*

Are there any particular traditions and holiday celebrations you as a family want the kindergarten to know about?

Is there anything else you think is important to tell us about your child?

What expectations and wishes do you have for this partnership with the kindergarten?

## **PART 2: Getting to know the kindergarten**

In the kindergarten, we aim to ensure that each child receives individual care based on who they are. At the same time your child will develop friendships and feel that they belong in their group. What expectations do you have for us in the following areas?

- Children's play and learning
- Children's development of social competence
- Children's language development
- Children's motor development
- Kindergarten's priority/focus areas

### **PART 3: Other services we work with**

Here is some brief information about other services we work with and what they can contribute. The kindergarten can connect you with these groups if your family needs this extra support.

- PPT (pedagogisk psykologisk tjeneste/educational psychological service)
- Helsestasjon/Health centre
- Barnevernet/Child welfare service
- Fysioterapeut og ergo terapeut/Physiotherapist and Occupational therapist
- Familiesenteret/Family Centre
- Skole/School (transition from kindergarten to school)
- UIS (Universitetet i Stavanger/ University of Stavanger) – student placements and educational support.

Do you know of any of the services mentioned above? Are there any of these services you would like the kindergarten to work with?

Which health centre/helsestasjon does your child attend?

Your child may have experienced illness and difficulties, or someone in the family has been struggling with illness or other problems. Is there something that is important for us to know about the family situation? We ask for this so that we can do our best for your child? Examples include:

- Physical health - (diseases, vision/hearing) in your child or parents/caregivers, either earlier/now
- Reading and writing difficulties in the family
- Mental Health
- Were there specific conditions regarding their pregnancy and birth that may be relevant to us to know about? (E.g. premature, depression in parents/caregivers, stress)
- Alcohol/drug abuse
- Has the child witnessed or experienced any frightening events?
  - Violence
  - Accident
  - Serious illness

We would like to know how you think this meeting went?

If you think of something after the meeting, any questions, something you forgot to say, new events in the family that you think are useful for the kindergarten to know, we would very much like you to contact us.

If the meeting is not completed within the arranged time, then a new appointment will be made:

Date of new meeting: .....