



# PEDAGOGICAL FRAMEWORK 2017-2018

STUDENTONGAN KINDERGARTEN



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# INTRODUCTION

The kindergartens annual plan provides an overview of the pedagogical activities at the kindergarten. It is based on the Norwegian Framework plan for kindergartens, and adapted to local conditions. The annual plan is a working document for the staff, and acts as liaison between the kindergarten and parents. We choose to split the plan in two parts, a pedagogical framework and an annual plan.

**THE PEDAGOGICAL FRAMEWORK** provides information on the practical and educational conditions of the kindergarten's operations. This part of the annual plan is fixed from year to year, but will be reviewed regularly.

**THE ANNUAL PLAN** will provide an overview of the educational plan of the kindergarten throughout the year. It is here that the theme and the working methods of the coming year will be presented. We usually have an open and flexible year plan to accommodate the input and interests that the children express throughout the year.

During a kindergarten year there may be unexpected events. Therefore, we may need to make changes with respect to staff, children group, organization and content in the annual plan.



# OPERATION

Studentongan kindergarten is owned and operated by Studentinord and was established in 1987. In 2010 we started up in new premises, just by Nord Universitet.

The kindergarten has 80 children divided into five departments. Two of these are for toddlers while the other three are for the older children. Each department has a playroom, a kitchen, bathroom, toilet, cloakroom, a changing room and a room for drying clothes. The toddler departments also have an “outdoors room” for sleeping.

The kindergarten have common areas for all departments; a kitchen, gym room, library, an arts and crafts room and the water playroom. The kitchen and gym can be rented out to parents for birthdays and other celebrations. On the second floor of the kindergarten, we have a human resources department with changing rooms, staff rooms, workrooms and offices.

The area around the building is built upon the theme “from the fountain to the sea”. Here we focus upon giving children many different sensory experiences. We have a sensory path, a balancing beam, a lookout post, a climbing frame to help improve motor functions, an adventure chair in the forest and playing pools. In addition, we have sand pits, a playhouse, and a small wooded area at the kindergarten. Outside the water-playroom, we have a small amphitheater used for performances and playing.

The youngest children have their own play area with a sandpit, climbing frame and cabin. They are welcome to play in other areas.

The students at Nord Universitet and the Police Academy in Bodø are our target group and therefore we focus on student welfare. We organize our operations to give those students who have a place with us a good student life. By this we mean, among other things:

- We do not practice fixed core attendance hours, as we know that students often have a flexible day, which makes it possible for them to spend more time with their children than they could if they were at work.
- If your child is sick on the exam day, we can come to your home and look after your child so that you can participate in the exam.
- We strive to see the student’s needs. Please do not hesitate to ask us if you have questions about Bodø or other things.
- As we know that many students don’t have much space for birthday celebrations etc. at home, parents may rent the kindergartens kitchen, gym room and toilets for kr. 200,-. Da vi vet at studentene ikke har så god plass til feiring av barnebursdager og andre feiringer, låner vi ut barnehagens kjøkken, gym room og toaletter for kr. 300,-.

If the child is not coming to kindergarten, it is important to let us know as soon as possible. This will help us make arrangements for the day as well as organizing any temporary needs.

# INFORMATION

## MyKid

Studentongan is a paper-free Kindergarten. This means that we use an app for communication between the kindergarten and parents. To provide and receive information from the kindergarten, you must be an active user of the MyKid app. The app can be downloaded from Appstore or Google Play.

**This communication comes in addition to the daily contact with parents at the kindergarten.**

Through MyKid you can:

- Read up about “The day today”
- Report absences
- Report your child’s upcoming days off
- Receive/send SMSs and e-mail the kindergarten
- Enter what is permitted regarding your child
- Update information concerning yourself or your child
- Add contact persons (can be others in addition to yourself)
- Find newsletters, plans for the day or the month, and routines and activities
- View pictures of your child and the everyday life at the Kindergarten. Pictures are only published upon your permission.
- The service is available for smart phones, PCs and tablets.



In addition each department have their own info screens.

There are also boards where information that might not be available at MyKid will be put up.

# DAILY ROUTINE

- **The kindergarten opens at 07.00am**  
All departments are gathered in the kitchen between 07.00 - 07.30am- Please enter through the main entrance and leave the outdoor clothes at the department's wardrobe. The staff will welcome your child at the kitchen.
- **Hand wash upon arrival**
- **Breakfast between 07.00am – 08.30am**  
Bring your own breakfast.
- **Inspection of the kindergarten's grounds**  
The staff remove any waste and the like that has been left behind at the kindergarten.
- **08.45am: Staff's morning meeting**  
Information sharing and coordination.
- **Outdoor play for the toddlers**
- **Free play indoors or outdoors for the pre school departments**  
The children play either inside or outside, depending on the season. The mornings allows for longer playtimes, playgroups, outdoor play, joint activities or children can choose to play by themselves. The staff supervise playtimes, assisting whenever necessary.
- **«Abels hule» - water play**  
Monday – available  
Tuesday – Hippokrates  
Wednesday – Sokrates  
Thursday – Småbarn  
Friday – Pythagoras
- **Assembly**  
The staff and children of all departments gather for singing and conversation.
- **Hand wash**



- **Lunch**  
We serve sandwiches. Barna spiser brødmat med pålegg. Dette ordner barnehagen. At the table, we emphasize the importance of learning to eat properly as well as having good table manners. Every other Wednesday we serve oat meal. Each department also serve ho meals, approximately twice a month.
- **Nursing, sleeping, dressing, going to the toilet, changing diapers**  
Toilet trips are made and diapers are changed at this time. Diapers are also changed throughout the day as required. The children sleep upon request by parents. The others dress themselves with as much help as they need.
- **Outdoor play**  
After meals, the children are allowed to go outside to play, the duration of which depending on the weather and the season, but we go outside everyday, regardless of weather. During the darkest parts of the year, the smallest children usually go outside after lunch.
- **Afternoon meal** – fruit and some bread.
- **Tidying** – The children help tidy up both outdoors and indoors.
- **The kindergarten closes at 4.30 pm**  
The child must be picked up before 4.20pm. This is to allow fordressing, exchanging information and that the staff needs some tome to tidy up.



# PEDAGOGICAL OVERVIEW

## KINDERGARTEN LAW

The kindergarten works in cooperation and understanding with those at home, safeguarding the children's need for care and play while promoting learning and education as a basis for comprehensive development. The kindergarten should be based on fundamental values in Christian and humanist heritage and traditions, such as respect for human dignity and nature, on intellectual freedom, charity, forgiveness, equality and solidarity, values that are expressed in different religions and beliefs that are rooted in human rights.

## PEDAGOGICAL BASIS

"Our goal is to create an environment of well-being and security, where each child will experience being seen, heard and recognized. All children must be respected, encounter challenges and receive support based on their individual and cultural needs."

MOTTO: «PLAY AND SONG AND FUN EVERYDAY»

## PLAY

Play is the child's main activity so we attach a great amount of importance to facilitating play.

We give the child time to play without causing too much disruption. Through play with adult supervision nearby, the child is able to have many different experiences.

In play, they can practice, experiment, express themselves and learn to master their emotions. Play is an intellectual employment – training up the child's imagination so they can create rich inner images.

They practice creativity and inventiveness in being able to see the possibilities in cases and problems, and it lets them find unconventional solutions.

It helps children practice their language skills, for play encourages them to find new words for their transformations and fantasies.

The best thing about the children's play is that they learn to devote themselves to a state of play where their imagination comes alive.

Play leads to development in all areas and so play leads to good health.

## SAFETY

We know that the basis for development and learning in the kindergarten is that the child feels secure. In order to give children the best security, we have put up fixed borders around

the kindergarten. Children have a need to feel safe for play, tasks and routines. Children should be allowed to develop at their own pace in different areas.

The kindergarten have permanent substitutes available in their departments and wherever possible we use substitutes that are already known by the children. We also emphasise that the staff know the children in all departments. This takes place through joint activities out of the kindergarten, and by speaking with staff at meetings in their own department.

## CARE, FORMATION, PLAY AND LEARNING

Every child is entitled to care and to be taken seriously. This requires that staff look at the child's needs and development opportunities, both in relation to individual needs and in relation to it being part of a group.

Through interaction with other children and adults, we let the child develop their identity and themselves. By focusing on the positives and their strengths, the adult helps support the child in achieving good results. Staff must also be flexible in their dealings with children, having to change plans, consider the child's needs and setting limits when necessary.

Your child needs to have friends, both at home and at the kindergarten. It is the responsibility of staff to facilitate games and activities for friendship between children to develop. We will therefore have an extra focus on friendship when the kindergarten year starts. Here we have different activities, while we talk about friendship with children both in gatherings and elsewhere during the day.

Learning in kindergarten happens during play, and in both formal and informal situations. We have a relatively open year plan, where the children's interests and questions form the basis for programs and themes in kindergarten. It is important that the kindergarten staff are open to the children's input and support their curiosity and interests.

## SOCIAL COMPETENCE

Social competence is about learning to interact positively with others in different situations. The kindergarten is an environment in which the child must adhere to many people. There are children, parents and staff members, all of whom are different in many ways, be they of different ages, performance status, gender and social background.

As a student kindergarten, we also have people from other parts of the world with different languages, cultural backgrounds, attitudes and values. Our responsibility is to take care of the community, while we focus on helping the child develop empathy, make independent choices and learn to resolve conflicts. The staff here will be important role models and help the children learn social skills.

## CHILDREN'S PARTICIPATION

It is important to avoid having their day too structured in kindergarten, as the children will not get the freedom they need. They need to express themselves, and thus create their own lives by interacting with the other children.

Staff will interact with the children in an appreciative way of dialogue, listening to what they have to say and being open and present. By focusing on the positive, staff can support a sound development the child.

Taking children's participation seriously requires good communication between staff and other staff members, children and parents. The kindergarten staff must focus on interacting with children, actively relating to them. We must be open to change and not to stick rigorously to what we have planned.

The plans for the year are laid out so that we deliver themes over a long period and that children are allowed to shape the content based on what they are interested in. We also ensure that children are involved in deciding the menu when preparing hot lunches.

When it comes to the youngest children, it is especially important to watch their non-verbal expressions. Although these children have not learned to talk or talk indistinctly, a lot can be expressed through non-verbal communication.

## FRIENDSHIP AND COMMUNITY

Friends and friendship is important for the children's well being. To experience friendship ensures safety and enriches the child's sense of self.

It is therefore important to facilitate for friendship and community between the children in the kindergarten. Through observing the daily activities, we will focus on the child's well being and social adaptability. We do this in different ways; we observe the children's play, we use the assemblies and conversations one-to-one and in groups. Here we formulate issues on sharing, cooperations, waiting one's turn and being good to each other.

Small and bigger children play in different ways. To begin with the toddlers play individually by each other's side, and take good pleasure from that. At the same time they



show appreciation for children their own age and experience friendship also at this age. The bigger children interact more with each other, and care much about having friends.

If we notice that children struggle to enter the social community, we facilitate for friendship base don agem interests and activity.

## PRESCHOOL CLUB

We have a preschool club for next year's school starters. We want to prepare kids to school, teaching them how to work in a large group with other children of their own age.

The Framework plan for kindergartens does not provide specific guidelines for what school preparatory activities should be or how they will be implemented, but says among other things a child should be able:

- To recognize their own name
- To write their own name
- To count
- To grip a pencil correctly
- To be bothy independent and able to work concentrated in a larger group.
- To be social – play, help and collaborate with other children
- To manage school preparatory activities like playing with numbers, language, letters, rhythm and quantity
- To put on and take off their clothing.



## SAMI CULTURE AND LANGUAGE

For children with a Sami background, we aim to provide a Sami language and culture offer. The kindergarten emphasizes that the Sami culture must also be part of the kindergarten's content. The Sami culture will therefore be visible through play, photos and music all year round. All children in kindergarten will become familiar with Sami culture and develop an understanding of different traditions and ways of life.

We also have a Sami cultural day in October where we convey culture through food, adventure and activities. In February, we focus on the Sami over several weeks and we turn the gym into a Sami room where children can play.

## CULTURES

In October we have different cultures as the theme and we focus on both Norwegian culture and other cultures. At the beginning of this month we have a Sami cultural day, where we set up the "lavvo", a sami tent, outside and have story and play time in it. We also serve a selection of Sami food for the children to taste.

We also look at the different nationalities represented at the kindergarten, and its departments. Since we are a student kindergarten, we have children from almost all continents represented.

At the end of the month we celebrate the United Nations Day by having an exhibition in the library where all the different nationalities have a display representing their country. You are also invited to a "parents' evening" where the departments will be serving food and drink, selling tickets for events and other programs. During this period we will also be talking a lot about Roman, our sponsor child through SOS Children's Villages.

## ROAD SAFETY AT THE KINDERGARTEN

The kindergarten was in October 2014 approved as a traffic-safe kindergarten. This approval means that we have met the following criteria:

- We are traffic-safe at the kindergarten in general
- We have traffic education at the kindergarten
- We arrange a co-operative effort between home and the kindergarten to ensure the safety of our children

Traffic education happens everyday, such as when children are out and about. But we also have a "traffic safety week" every autumn, where we have a special focus on traffic and safety. During each day, we focus on these to ensure the children's safety:

- When driving to and from kindergarten, children should be properly secured in the car
- Making sure the kindergarten gates are always closed
- When parking a car outside the kindergarten, it must be reversed into place
- When you are collecting your child, that you should notify the staff
- That children leave the kindergarten accompanied by their parents



## SUBJECT AREAS

The Kindergarten framework plan is a binding document for planning, implementation and evaluation of kindergarten activities. The activities of the kindergarten are based on a holistic view of learning, where care, play, learning and education are key. In addition, social and linguistic competence and seven key disciplines are important parts of the kindergarten's learning environment. Curriculum content and tasks are worked on all the time, both in the daily work and special programs

- Communication, Speech and Text
- Body, Movement and Health
- Art, Culture and Creativity
- Ethics, Religion and Philosophy
- Nature, Environment and Technology
- Numbers, Space and Shapes
- Local Community and Society

## COMMUNICATION, LANGUAGE AND TEXT

The kindergarten should give the children experiences in different expressions of texts and stories, as a source of aesthetic experiences, knowledge, reflections, language and culture. The staff should stimulate the exploration of oral and written language.

0 – 3 years	3 – 6 years
<ul style="list-style-type: none"><li>• Simple songs – movement songs</li><li>• Picture books</li><li>• Simple rhymes</li><li>• Simple dramatisation</li><li>• Learn about how their name is spelled</li><li>• Simple jigsaw puzzles</li><li>• Waiting their turn</li></ul>	<ul style="list-style-type: none"><li>• Recognize/write their own name</li><li>• Recognize letters in the the alphabet</li><li>• Practice writing</li><li>• Gripping a pencil</li><li>• Reading aloud</li><li>• Picture and fact books</li><li>• Songs and song games</li><li>• Re-tell a story</li><li>• Understand and use prepositions</li></ul>

## BODY, MOVEMENT, FOOD AND HEALTH

The child should be given the opportunity to sense, experience, play, learn and create with the body as the point of departure. Through involvement in food and meal activities the children should be motivated to eat healthy food, and obtain a foundational understanding of how healthy food can contribute to a good health.

0 – 3 years	3 – 6 years
<ul style="list-style-type: none"><li>• Crawl, walk, swing, climb, slide, jump and run</li><li>• Grip and let go</li><li>• Body awareness</li><li>• Trips and outdoor play</li><li>• Water play</li><li>• Move to music</li><li>• Varied terrain</li><li>• Toilet training</li><li>• Wash hands with assistance</li><li>• Eat with a spoon</li><li>• Eat varied food</li><li>• Make own sandwich with assistance</li></ul>	<ul style="list-style-type: none"><li>• Become confident with own body, obtain a positive understanding of oneself and get to know own emotions</li><li>• Limp and balance, physical play and song games</li><li>• Gripping a pencil, cut, paste, beading</li><li>• Ski training</li><li>• Dress oneself</li><li>• Wash hands</li><li>• Prepare meals</li><li>• Knowledge about healthy food</li></ul>



## ART, CULTURE AND CREATIVITY

The kindergarten should introduce the children to different expressions of art and culture that mirrors a diverse society, and distinct art eras. The kindergarten should stimulate the children's curiosity, expand their understanding and contribute to wonder, explorations, testing and experimentations. The kindergarten should support the development of the children's creative processes and expressions.

0 – 3 years	3 – 6 years
<ul style="list-style-type: none"><li>• Finger painting, painting, drawing, shaping sand, snow and plastilin</li><li>• Colors and different painting techniques</li><li>• Large beads</li><li>• Music, rhythmic songs, rhymes</li><li>• Rhythm-instruments</li><li>• Fairy-tales</li><li>• Playing with costumes</li><li>• Christmas and Easter decorations</li></ul>	<ul style="list-style-type: none"><li>• Dramatise</li><li>• Cut and paste</li><li>• Dance and listen to music</li><li>• Reading aloud</li><li>• Cultural events</li><li>• Beading</li><li>• Different craft techniques with different materials</li><li>• Christmas and Easter decorations</li><li>• Pencil grip</li><li>• Mix colors</li><li>• Experiment, explore, test</li></ul>



## ETHICS, RELIGION AND PHILOSOPHY

The kindergarten should introduce the children to stories, traditions, values and festivals in different religions and philosophies, and let them experience the intrinsic value of cultural expressions. The kindergarten should stimulate the children's interest for the diverse society, and understanding of other people's way of life. Through conversations and wonders over existential, ethical and philosophical questions, the children should be encouraged to formulate questions, listen to others, reflect and find answers. This way the kindergarten will contribute to a foundation for thought and judgement.

0 – 3 years	3 – 6 years
<ul style="list-style-type: none"><li>• Greet, wave, say «thank you»</li><li>• Handle not to hit or bite</li><li>• Understand the concepts of being sad, happy, angry and that others may hurt.</li><li>• Conflict solving</li><li>• Be pleased about interaction and the company of others.</li><li>• Hearing about our sponsor child and understand why</li><li>• Participate in Christmas and Easter traditions.</li></ul>	<ul style="list-style-type: none"><li>• Accept differences</li><li>• Consideration for others, empathy, see others emotions.</li><li>• Contemplate over existential, ethical and philosophical questions with staff and other children</li><li>• Reflect and find answers – critical thought and judgement / help other</li><li>• Learn why we celebrate Christmas and Easter, and that other cultures have other traditions.</li></ul>



NATURE, ENVIRONMENT AND TECHNOLOGY

The kindergarten should introduce the children to a variety of nature experiences, and nature as an arena for play and learning. The kindergarten should stimulate the curiosity of natural scientific phenomena, the experience of belonging in nature, and the practice of tools and technology.

0 – 3 years	3 – 6 years
<ul style="list-style-type: none"><li>• Trips in the local environment</li><li>• Having lunch outdoors</li><li>• Water play outdoors and indoors</li><li>• Play with ice and snow</li><li>• Hear about and look at insects</li><li>• Seasons</li><li>• Harvest berries, fruit and vegetables</li><li>• Daily routines</li><li>• Tablet and PC</li><li>• Recycling</li></ul>	<ul style="list-style-type: none"><li>• Trips in the local environment, forrest/mountain/seaside hiking</li><li>• Spring tidying and recycling</li><li>• Fact books</li><li>• Names for common animals, insects, plants and the sky/space</li><li>• Interaction between nature and human beings</li><li>• Natural scientific phenomena</li><li>• Tablet and PC</li></ul>



The kindergarten should share knowledge about local traditions, societal institutions and professions so that the children can experience that they belong in the local society. Cultural diversity, different ways of life and different family constellations is part of this subject area. Play and varied activities should help enable the children to listen, negotiate and discuss, and get a brief introduction to the human rights.

0 – 3 years	3 – 6 years
<ul style="list-style-type: none"><li>• Feeling of community with the group/department</li><li>• Gradually get to know all of the kindergarten area, indoors and outdoors</li><li>• Get to know the local environment through trips</li></ul>	<ul style="list-style-type: none"><li>• Group community</li><li>• Address and surname</li><li>• Family constellations</li><li>• Human rights</li><li>• Democracy and the right to vote</li><li>• Sami culture</li><li>• The self and other cultures</li></ul>



## NUMBERS, SPACE AND SHAPES

The kindergarten should contribute to a playful and explorative work with comparing, sorting, placing, orienting, visualising, shapes, patterns, numbers, counting and measuring. It is also about asking questions, resonating, arguing and seeking solutions.

0 – 3 years	3 – 6 years
<ul style="list-style-type: none"><li>• Count by songs, rhymes and fairy-tales</li><li>• Sort toys etc.</li><li>• Simple jigsaw puzzles</li><li>• LEGO, duplo, bricks (shapes)</li><li>• Whole and half</li><li>• Letters and numbers</li></ul>	<ul style="list-style-type: none"><li>• Mathematical concepts</li><li>• Weight, amount, volum and shapes, circles, square and triangle</li><li>• Whole, half and quarter</li><li>• Over, under etc.</li><li>• Patterns</li><li>• Dices, bricks and different games</li><li>• Counting backwards</li><li>• Orders, sizes, symmetri</li><li>• Concepts of numbers and amounts</li><li>• Time/the clock</li><li>• Maps, globe, money</li></ul>



# PRACTICAL INFORMATION

## DROPPING OFF/PICKING UP YOUR CHILD

The kindergarten is open from 7am until 4.30am. (See «Daily routine» page?)

The child must be accompanied to and from the kindergarten, and parents must be sure that the staff are informed when the child is either delivered or being taken home. The departments keep an attendance protocol (MyKid) and it is important that this is constantly updated in relation to general safety and for emergency situations such as fires, etc.

Illnesses and holidays must be reported to the kindergarten. This is done via MyKid.. We must have at least two-week notice for any vacation (also MyKid). This helps us with planning and organizing the department's day, such as temporary needs, trips and plans or spontaneous activities.

## DIET/MEALS

According to the national Framework Plan for Kindergartens the kindergarten should help children acquire good habits, attitudes and knowledge when it comes to their diet. Meals in the kindergarten make up a significant part of your child's diet. We are therefore eager to make sure your child's food is healthy and nutritious and that children enjoy their food. Lunch is usually sandwiches using bread with low amounts of sugar. Milk or water is served alongside lunch and water is always available if your child becomes thirsty.



We serve oatmeal every other Wednesday, which the Studentinord canteen will make for us. In addition each department serve one or two hot meals per month. At the preschool departments the children will participate in preparing the hot lunches (see the activity plans at MyKid for more information).

Children with allergies, or those who for other reasons cannot eat what we cook, will be offered alternative meals.

On trip days, children bring their own lunches from home.

On trip days, the children will have packed lunches. We encourage everyone to send their children along with healthy food in their packed lunch, i.e. dark bread and fruit/vegetables, not biscuits and sweets.

illness

Sick children should stay home from kindergarten. Children who have a fever and are uncomfortable will gain little from attending kindergarten. If your child has an infectious disease, the kindergarten must be notified. Children with diarrhea may return to the kindergarten only after they have been symptom free for at least two days.

If your child is sick on an examination day, we provide an exam guarantee so that you can attend your examination. If your child is only mildly ill, we can receive the child at the kindergarten but if your child is too sick to come in, we will arrange for one of the staff to go to your home so you can attend your exam.

## CLOTHING/EQUIPMENT

Children must bring clothing and equipment suitable for everyday use at the kindergarten, as well as being suitable for the season.

Clothes for outdoor use:

- Outdoor clothes with rubber straps for under the feet
- Winter clothes
- Scarf or similar to protect their neck
- Rain clothing with rubber straps under the feet
- Woolen socks for Autumn/Winter/Spring
- Woolen jumper or fleece and woolen underclothes to have on under their winter/outdoor clothing.
- Hats for summer and winter use
- Mittens/gloves
- Sun hats for sunny days
- Sunscreen (put on sunscreen on the child at home in the morning, and we will follow up during the day)
- Any other cream or ointment the child may need
- Children who sleep during the day must have a pram to sleep in. It must have a bag and an insect net attached.



# CONTINGENCY PLANS

The kindergarten has its own contingency plan that is also a part of Studentinord's contingency plan.

We have regular fire drills, both with and without children.

The staff also attend lifesaving courses where we train how to deal with accidents and emergencies of all natures. In case of evacuation, such as fire, we assemble at the Mørkved Hall.

# COOPERATION

## PARENTAL FEEDBACK

To ensure co-operation with the child's home, the kindergarten takes parental advice. During the parents' meetings ("foreldremøte") at the kindergarten we allow time for feedback on the kindergarten's activities and other matters.

## KINDERGARTEN COUNCIL

The kindergarten council is here to help give advice, contacts and help co-ordinate efforts at the kindergarten. The council shall in particular help to discuss the kindergarten's ideals and seek to promote contact between the kindergarten and the community.

Parents and employees elect a number of representatives to sit in the kindergarten council. Representatives for parents are elected on a yearly basis, while employees are elected every two years.

The kindergarten council coordinates activities using the annual plan and will examine the contents and implementation of the plan.

## PARENT MEETINGS

Every autumn, the staff hold a meeting for parents to show them the format and content of the kindergarten.

We also provide a professional presentation, with the chance for conversation afterwards.

## PARENTAL COOPERATION

According to the Kindergarten law, the purpose of the kindergarten is to give children who are under school age help with their development and activity in a close, understanding environment, while collaborating with the children's homes.

Parents and kindergarten staff share the responsibility for children's well-being and development, and the daily cooperation is based on mutual transparency and confidence.

Your child will be met in the locker room in the morning. If staff are busy with other children / parents – just come in and you will be met there.

When you pick up your child, we will convey how their day has been, and pass on any messages

In autumn and spring, we will invite you to contact meetings where we talk about childcare and development, as well as ensuring that the institution's educational activities are addressed. These are important meetings and we expect you to attend these.

With MyKid and on the info screens you will be able to keep track of visitor activities and trips that your child has been on.

Plans, monthly letters and evaluations of the previous month are available on MyKid.

## COOPERATION WITH OTHER INSTANCES

The national framework plan says that in order for children and parents to get the most comprehensive service for benefiting a child's upbringing and development, it requires that the kindergarten cooperates well with other services and institutions in the municipality.

### CHILD PROTECTIVE SERVICES

All staff in the kindergarten, in accordance with Kindergarten Act § 22, are required to disclose information, notwithstanding the duty of confidentiality to CPS, when there is reason to believe that a child is being abused or there are other forms of neglect.

### EDUCATIONAL PSYCHOLOGICAL SERVICES

The educational psychological services are the expert authority when it comes to special educational assistance. If the kindergarten wants their co-operation to help a child in the kindergarten, the parents must give their consent.

### NORD UNIVERSITY

In accordance to the Kindergarten Act § 24, the kindergarten owner is obliged to make the kindergarten available for training students who will become kindergarten teachers. We regularly have university students who practice in the kindergarten.

### BODIN HIGH SCHOOL

We also accept pupils who wish to practice in childcare and youth work.

### THE APPRENTICE ENTERPRISE «OPPLYST»

We have hired a child care and youth worker apprentice who is going to graduate in the spring 2019.

# TRANSITION FROM KINDERGARTEN TO SCHOOL

To give the children the best possible start in school, Bodø municipality has transition procedures for cooperation between kindergartens and schools in connection with the start of school. The routine includes, among others:

- Registration. The school will send out invites for registration.
- Conversations between the kindergarten and parents about the start of school
- Contact between the kindergarten and schools to provide any necessary information about the child so that the transition should be smooth as possible.
- The kindergarten and the parents fill in a form with prepared questions about the child together. The form will be sent to the school.
- The school invites them to a pre-school day and parent meeting in May / June for all new first graders.



# TRADITION

## FIRE PROTECTION WEEK

Fire protection is always the theme for week 38. We bring up fire protection in assemblies, play and puppet theater. We also arrange a planned fire drill where the fire alarm is set off, and we practice our fire routines.

## CELEBRATION OF THE UN DAY

We end the period about different cultures by having a celebration of United Nations Day. We invite parents into the department, where simple food will be served. You will have the opportunity to make a contribution to sponsor our child Roman and there will be an exhibition and/or other performances from the children. At the library, we will have an exhibition where the various nations who are in kindergarten are represented.

## TRAFFIC SAFETY WEEK

Every autumn during week 45, we will have traffic as a theme. We will have a visit from "Tarkus" which is a program organized by Trygg Trafikk ("Road Safety"). Parents will also be asked to engage in relation to the theme, and all children will receive reflectors. The purpose is to raise awareness, and we will also involve the parents during this week.

## CHRISTMAS PARTY FOR THE CHILDREN

In the beginning of December we arrange a Christmas party for the children where we serve turkey. The children were nice clothes for the party.

## ST. LUCIA CELEBRATIONS

We celebrate St. Lucia 13 December at 10am. Children walk in the Lucia parade around the kindergarten and into the gym where parents are waiting. Here, children will sing the Lucia song along with some others. Afterward, the department will serve food.

## «NISSE» PARTY

In December we organize a Nisse party. At the Nisse party, children will wear red clothing and Nisse hats. Maybe Santa Claus will show up?

## SAMI CULTURE AND THE SAMI PEOPLE'S DAY

We mark the Sami People's Day 6 February by raising the Sami flag, and serving Sami food. To give children a wider understanding of the Sami language and culture, we have Sami as a subject for a period of two weeks.

## CARNIVAL

In February we have a carnival at the kindergarten. On this day the children will dress up in carnival clothes. We will play and dance in the morning before we gather for a community carnival.

## «STUDENTONGAN RUNDT» («TOUR DE STUDENTONGAN»)

In late winter / early spring, we will have a day we call "studentongan rundt". This is a program that children get very involved in. Each department is responsible for arranging an activity for the other children to do. The children decide in consultation with the staff on what kind of activity their department should have. After completing the "round" around the kindergarten, children receive a diploma and the event ends with a hot dog meal.



## EASTER LUNCH

On Wednesday before Easter we have an Easter lunch for the children. We also have a common assembly where the Easter Bunny might show up with some candy.

## EASTER COFFEE FOR PARENTS

We welcome all parents to a small morning gathering with coffee etc. The date will be published at MyKid.

## 17 MAY CELEBRATION

We usually mark the National day with a celebration on 16 May with games, good food and ice cream.

## SUMMER PARTY

In June we celebrate the end of the kindergarten year with a summer party where the children present entertainment (songs or short play). We mark the 6 year olds kindergarten "graduation" by giving them a rose. We will also raise money to sponsor our child Roman.

## PIRATE WEEK

In week 25, we get a visit from "One Sock Per" " and "The Pirate Queen". We then have various surprises with music, singing and adventure throughout the week. The program concludes with a pirate party for the whole kindergarten.

# EVALUATION AND ASSESSMENT OF THE WORK IN THE KINDERGARTEN

It is important for quality of the kindergarten that we work in relation to the objectives and intentions in the Kindergarten Law and framework plan. Through evaluation of its own work, we can follow up and ensure a positive development of the kindergarten. It is important to have input from parents, children and ourselves in this assessment.

During the planning days in August we have a common evaluation of the work in the seven subject areas.

**The staff** will assess the work that has been done in each department every month. The assessment comprises both contents and methods.

**The children** will also have the opportunity to give feedback to the kindergartens activities. This will happen through assemblies and one-to-one conversations.

**The parents** will can give comments and feedback both through the daily cooperation with the staff and in formal settings like contact meetings, parental committee etc.

In November we carry out a parental survey that has been created by the Directorate of Education.



# STAFF

The staff members in the kindergarten have a wide range of expertise and experience. The vast majority of our employees have worked a long time in Studentongan, ensuring good stability. Some of the staff have different cultural backgrounds, which creates diversity and enrichment for our environment.

<b>MANAGER</b>	Irene Mellemvik	Kindergarten Manager
<b>ARISTOTELES</b>	Heidi Humstad Anne Marit Vollan Eva Isaksen	Pedagogic manager Preschool teacher Assistant
<b>PLATON</b>	Bente Jensen Røberg Marit Jørgensen Andreas Hunstad	Pedagogic manager Assistant Assistant
<b>SOKRATES</b>	Anniken Hunstad Zhanna Tikhamorova Wenche Nystad	Pedagogic manager Assistant Child care and youth worker
<b>HIPPOKRATES</b>	Kari Simonsen Armela Gundersen Vegard Svendsen	Pedagogic manager Assistant Pedagogic manager 2
<b>PYTHAGORAS</b>	Kirsti Havig Nina Golmen Helen Løvlimo	Pedagogic manager Child care and youth worker Child care and youth worker
<b>FIXED SUBSTITUTES</b>	Evy Kristoffersen	Assistant 50%
	Karma Bhellay	Assistant 40%
	Camilla Carlsen	Child care and youth worker apprentice.



# ANNUAL PLAN 2017-2018

STUDENTONGAN KINDERGARTEN



# INNHold:

STAFF

THE DEPARTMENTS

OPERATIONS

WORK METHODS

FOCUS SUBJECT OF THE YEAR

MUSIC WORKSHOP

THE LITTLE PHILOSOPHERS

THE PRESCHOOL GROUP

«ABELS HULE» - THE WATER ROOM

THE KINDERGARTEN IS CLOSED

YEAR-ROUND ACTIVITIES

THIS PART OF THE WORKPLAN TARGETS WHAT WE SHOULD DO IN THIS YEAR AT THE KINDERGARTEN. YOU CAN ALSO FIND AN OVERVIEW OF CHILDREN GROUPS, TOPIC OF THE YEAR AND OTHER ARRANGEMENTS THAT WE HAVE MADE. THE ANNUAL PLAN COMES IN ADDITION TO THE PEDAGOGICAL FRAMEWORK WHICH DESCRIBES THE FIXED FRAMEWORK FOR THE KINDERGARTEN'S OPERATION.

## STAFF

Studentongan kindergarten has a total of 19 employees, 16 in full time positions and a fixed substitute in a 50 % position. In addition we have one employee in a 40 % steady position while she is also a fixed substitute.

In total we are 17 women and 2 men. The age of the employees range from 25 to 64 years.

We have:

- Pedagogical managers at five departments
- Two pedagogues
- Three child care and youth workers
- Five assistants
- One apprentice

## DEPARTMENTS

Aristoteles	-	0-3 years	-	10 children
Platon	-	0-3 years	-	10 children
Sokrates	-	2-6 years	-	20 children
Pythagoras	-	2-6 years	-	20 children
Hippokrates	-	2-6 years	-	20 children

Even though we are a large kindergarten with five departments, the children should feel safe in their own department and «local» staff. At the same time we emphasize that the children should get to know all members of staff. This happens through cross-departmental activities and common outdoor play. We also help each other out in cases of staff absence, which also underlies how important it is that the children are familiar with all members of staff.

# OPERATION

Our general objective is to be a kindergarten that provides safety and well being for the children. We do our best to facilitate play, song and a happy atmosphere. It is through play that the children evolve. Therefore we allow enough time for play without too much interruption. Play leads to good health, and we are concerned with promoting good health, a healthy diet and physical activity. The children will also learn to adapt to the changing seasons and feasts through the year.

Since our main target group is the students' children, we have a number of offers specially directed towards students (please see the pedagogical framework). As we also have regular municipal places we do of course adapt the operations to the needs of the "regular" parents.

In summer, weeks 26 to 32, we have "summer kindergarten". This means that departments often are merged with joint plans and programs.

The kindergarten is closed in weeks 28 and 29 due to holidays and maintenance.

Even though we have fixed substitutes we have to hire staff from a recruitment agency from time to time.

The kindergarten is a training kindergarten for Nord University. Therefore, students will be here to practice several times a year. We also accept students from Bodin secondary school for practice periods.



# WORK METHODS

## TODDLERS 1-3 YEARS OLD

At the toddlers' departments we emphasize being close to the children. We sit a lot on the floor with the children and participate in their activities. It is important that the staff is present to facilitate for play, correct unwanted behaviour and observe the children's interests and needs.

We sing and talk a lot to the kids, and we go outdoors as much as possible to stimulate the children's motoric display and development. They are also divided in groups based on age. This happens when using «Abels hule», «The little philosophers» and in parts of the outdoor play.

## CHILDREN 3-6 YEARS OLD

At the departments for older children we focus on play and interaction. We observe the children – what do they play, what are their interests? The staff's role as grown ups is important; be active, participate, speak *with* the children, not *to* them.

We have individual targets for each child – what are their needs?

The children are also split in groups based on age, maturity and interests. This way the children participate in both big and small groups where the children can be active and participate. It is important that the staff both participates in the children's everyday life, and cares for both the singular child and the group.



# FOCUS SUBJECT OF THE YEAR

Content and methods for both common and departmental activities. på tvers av avdelingene og

- Take the children seriously
- Listen
- Participate
- Be outdoors
- Build a «gapahuk»
- Bring the nature into the departments

- Seize the «here and now»
- Calm and confidence
- Be on the floor – meet the children there
- Arrange creative environments for play
- Pictures on the floor
- Boxes and bricks

- Drawing and other crafts
- Put out materials
- Create stories with the oldest children and assemble a «story book»
- Information for parents through MyKid, facebook and conversations.
- Support the childrens own initiatives

- Reggio Emilia – childrens participation
- Observe, listen, ask questions, include
- The seasons – inspiration
- Explore
- Rresearch

- Inspire adventures
- play fairy tales
- Boat in the sandbox
- Inspire by creating a fantasy-environment



## FANTASY AND CREATIVITY

## MUSIC WORKSHOP

Every Monday from 10.00 – 11.00 o'clock, we hold a music workshop for children born in 2013. The group meet in the gym room. The group is led by Anniken (Sokrates), Helen and Vegard (Pythagoas and Hippokrates). See MyKid for more information.

## THE LITTLE PHILOSOPHERS

Every Tuesday, the oldest children from Platon and Aristoteles meet for various activities. They gather and experience additional challenges. Arrangements will vary between trips inside and outdoor activities. Marit and Heidi are responsible for this group.

## THE PRESCHOOL GROUP

This year's preschool group consists of 17 children across all departments, 7 girls and 10 boys. They meet every Wednesday at 10:00am for indoors or outdoors activities, depending on the weather and program (see more information at MyKid.) Kirsti and Wenche will lead this group.

## ABELS HULE – THE WATER ROOM

Abels hule is a water-playroom, or we can even call it the "kindergarten spa." Here we want the children to have good and playful experiences with water. It gives the children an opportunity to get accustomed and feel safe with water in a familiar environment. Each department has a day in the week for this activity.

Monday: Available for all

Tuesday: Hippokrates

Wednesday: Sokrates

Thursday: Småbarn

Friday: Pythagoras

## THE KINDERGARTEN IS CLOSED ON THE FOLLOWING DAYS:

- |                    |   |               |
|--------------------|---|---------------|
| 2. January         | - | Planning day  |
| 3. April           | - | Planning day  |
| 8.- 9.- 10. August | - | Planning days |
| Weeks 28 og 29     | - | Holidays      |

# YEAR-ROUND ACTIVITIES 2017 - 2018

WHEN	DATE	TIME	WHAT AND HOW	RESPONSIBLE
<b>AUTUMN</b>	13 Sept.	10.30am	Friendship assembly	Hippokrates
	22. Sept.	12.00	BlimE! 2017 – all kindergartens and schools dance the BlimE dance.	all
	Week 38	October	Fire protection week with fire drill 20.10 at 10.00am	all
<b>WINTER</b>	11. OCT.	10.30am	Sami culture assembly	Bente and Nina
	24. oct.	2pm	UN-dag: parents' coffee with collection to our sponsor child Roman.	all
	17. oct	6pm	Parents' meeting with a lecture on language stimulation by Natallie Hanssen. Information about the kindergarten.	
	Week 45		Traffic week	
	8. Nov	10.30am	Assembly on traffic	Sokrates
	6. Dec	11am	Christmas party for the children	all
	12. Dec	10am	Rehersal for st. Lucia parade	Pythagoras
	13. Dec.	9am	St. Lucia parade and parents' coffee.	All (Pyth.)
	18. Dec.		«Nisse»-party. Children meet up in nisse clothes. Party is over after lunch.	Platon «small» Hippo »big«
	17. Jan.	10.30am	Common assembly	Aristoteles
	Weeks 5 - 6		Sami culture week	All
	6. Febr.	10.30am	The Sami people's day. Common assembly	Nina and Bente
	7. Febr.	11am	Sami food	
	23 Febr.		Carnival, ending with a common assembly before lunch.	Pythagoras

<b>SPRING</b>	8. March		Celebration of the Women's day	all
	13. March		The kindergarten day. Theme: art and culture.	all
	21. March	10.30am	Easter assembly with Easter lunch for the childre.	Platon
	16. May		Celebration of the National day during outdoor hours.	all

<b>SUMMER</b>	6. JUNE	2am	Summer party where the families are invited, collection to our sponsor child Roman.	all
	Week 25		Pirate week with pirate party and theatre play on the Thursday.	Vegard and Kirsti

