



## **RULES OF PROCEDURE – WINTER SEASON 2022 - 2023**

### **✦ Article 1 : Operation**

The day nursery can accommodate a maximum of 18 children aged between 16 months and 6 years, distributed as follows

- ✦ - From 16 months to 3 years: maximum of 4 children morning and afternoon
- ✦ - From 3 years: maximum of 14 children morning and afternoon

In busy periods, full day care may be limited to 4 per week and per child.

### **✦ Article 2 : General provisions**

The nursery will be open from 4<sup>th</sup> December 2022 until the closure of the resort on 16<sup>th</sup> April 2023, from Sunday to Friday from 8.30am to 5pm. The reception will be closed from 10:00 am.

### **✦ Article 3 : Admission**

A health form must be filled in by the parents before the first day of entry to the nursery.

### **✦ Article 4: Membership**

A membership fee of 2 € will be requested as a contribution to our association.

### **✦ Article 5 : Staying at the nursery**

Parents must provide nappies and a change of clothes. Don't forget the comforter and the dummy (if needed)

### **✦ Article 6 : Disabled children**

A disabled child may be accepted insofar as his or her disability does not require the mobilisation of a member of staff preventing him or her from looking after other children.

### **✦ Article 7: Refusal of care**

The Director may refuse a child if

- ✦ - The maximum number of children has been reached.
- ✦ - The child is unsuitable for the group and requires the permanent presence of one of the staff members, (child who cries too much, child who fights...).
- ✦ - The child is apparently ill.

In the event of an accident occurring to the child, all measures will be taken before the parents arrive, namely: - on the spot care, contact the nearest doctor (doctor on duty depending on the day, hospitalization if necessary).

### **✦ Article 8 : Booking deadlines - Absences - Cancellations - Refunds**

Parents are kindly requested to confirm the reservation at least 2 days before the first day of childcare. In the event of absence or cancellation, parents must inform the staff as soon as possible and refer to our general conditions of sale for refunds

### **✦ Article 9 : Payments**

Payment must be made at the time of booking in full, either by cheque, bank transfer or cash directly at the nursery or by credit card via the ESF Chantemerle website.

### **✦ Article 10 : COVID sanitary measures**

It is not compulsory to wear a mask inside the Poussins nursery.

*La Directrice*

*Martine TSALAPATANIS*

*La Présidente*

*Carine MERLE*