

Important information for the daycare facility



Please return this sheet to the care team no later than on the first day of care for your child. It will remain in the daycare facility and will not be passed on to third parties.

Important:

We always need your latest data in order to be able to act and react accordingly, especially in emergency situations. In order to be able to contact you, please make sure to always pass changes on to us immediately. Thank you.

1. Information about the child:

Last name: _____

First name: _____

Birthday: _____ Hometown: _____

Street: _____

2. Information about legal guardians:

Legal guardians ☐ both ☐ Mother ☐ Father ☐ other legal guardian

Name of father: _____

Hometown & street: _____

Phone: _____ Email-Address: _____

Other phone numbers for cases of emergency (with information about availability, e.g. at work):

Name of mother: _____

Hometown & Street: _____

Phone.: _____ Email-Address: _____

Other phone numbers for cases of emergency (with information about availability, e.g. at work):

3. Important addresses

Pediatrician: _____ Phone: _____

Other people eligible of picking up the child from the daycare next to already named legal guardians:

Names (with telephone numbers):

- _____
- _____
- _____
- _____

4. Privacy

We value the protection of your data and your privacy. Below we will inform you about the way and the extent of the use of personal data in relation of our business processes that may not be listed explicitly as part of the concept or our homepage: <https://www.postillion.org/websites/einrichtungendatenschutz> . Hereby we explicitly refer to our concept in which we explain the way newsletters and the use of video material are used as working methods.

I/we agree, that my/our child may be filmed during the time at the daycare and that the recordings may be shown in the facility and during facility events (e.g. events, parent-teacher conferences) yes ☐ no ☐

This consent (privacy) can be revoked at any time for the time following. By withdrawing your consent, the legality of processed data that took place up to the point of revocation is not affected. Unless the consent is revoked, it applies for the duration of affiliation with the facility. After that time, the data will be deleted.

The consent (privacy) is voluntary. Unapproval or withdrawal of consent will not result in any disadvantages.

Place, Date

Signature of legal guardian(s)

5. Other information – Nursery only

I/we agree, that pictures of my/our child may be reproduced and passed on to third parties (e.g.press). Not for commercial purposes. ☐ yes ☐ no

My/our child received their vaccination against tetanus ☐ yes ☐ no

Important information for the daycare facility (Allergies, illnesses, e.g. Diabetes, convulsions etc.):

Medication necessary ☐ yes ☐ no
(if yes, please also fill in medication form)

Without consulting legal guardians, employees are eligible to
give band-aids, small bandages ☐ yes ☐ no
remove splinters ☐ yes ☐ no
from my/our child without liability being established for the employee or the holder of the daycare.

I/we agree, that the daycare may remove ticks using tick-tweezers or tick-cards without prior consultation with the legal guardian(s). Legal guardians will be informed about it promptly. ☐ yes ☐ no

If you don't agree with an employee removing the tick, you will still be informed immediately about the tick.

Note: If you agree, but the pedagogical staff of the daycare does not feel capable of removing the tick, for example because the bite is in a hard to reach area, the legal guardian(s) will be informed immediately so that everything else can be arranged accordingly.

In the interest of your child we ask for them to not wear any necklaces or something similar while in the facility.

I/we agree that employees may apply sunscreen to my/our child, or, in case of full-daycare, apply sunscreen again in the afternoon (sunscreen brought by you or from the daycare). Please apply sunscreen in the morning before bringing the child in summer. ☐ yes ☐ no

My/our child is allergic and may only use the following sunscreen:

I/we agree that, during the stay at the daycare, my/our child may
be barefoot inside the facility. ☐ yes ☐ no
be barefoot outside (in the garden etc.) ☐ yes ☐ no

Place, Date

Signature of legal guardian(s)

6. Other information – Kindergarden only

I/we agree, that pictures of my/our child may be reproduced and passed on to third parties (e.g.press). Not for commercial purposes. ☐ yes ☐ no

My/our child received their vaccination against tetanus ☐ yes ☐ no

Important information for the daycare facility (Allergies, illnesses, e.g. Diabetes, convulsions etc.):

Medication necessary ☐ yes ☐ no
(if yes, please also fill in medication form)

Without consulting legal guardians, employees are eligible to
 give band-aids, small bandages ☐ yes ☐ no
 remove splinters ☐ yes ☐ no
 from my/our child without liability being established for the employee or the holder of the daycare.

I/we agree, that the daycare may remove ticks using tick-tweezers or tick-cards without prior consultation with the legal guardian(s). Legal guardians will be informed about it promptly. ☐ yes ☐ no

If you don't agree with an employee removing the tick, you will still be informed immediately about the tick.

Note: If you agree, but the pedagogical staff of the daycare does not feel capable of removing the tick, for example because the bite is in a hard to reach area, the legal guardian(s) will be informed immediately so that everything else can be arranged accordingly.

In the interest of your child we ask for them to not wear any necklaces or something similar while in the facility.

I/we agree that employees may apply sunscreen to my/our child, or, in case of full-daycare, apply sunscreen again in the afternoon (sunscreen brought by you or from the daycare). Please apply sunscreen in the morning before bringing the child in summer. ☐ yes ☐ no

My/our child is allergic and may only use the following sunscreen:

I/we agree that my/our child may be examined by the cooperating dentist in terms of dental care during the stay at the daycare ☐ yes ☐ no

I/we agree that my/our child may come with an employee (after prior notice) during the stay at the daycare...

 ...to go swimming ☐ yes ☐ no
 ...to go ice skating ☐ yes ☐ no

I/we agree that, during their stay at the daycare, my/our child may
 be barefoot inside the facility. ☐ yes ☐ no
 be barefoot outside (in the garden etc.) ☐ yes ☐ no

Place, Date

Signature of legal guardian(s)