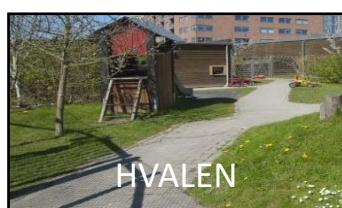
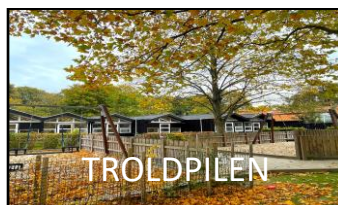




Information for parents

Specialklyngen

8 OFFERS OF SPECIAL DAYCARE 😊



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1. Welcome

Welcome to Specialklyngen!

Specialklyngen consists of 8 offers of special daycare for children with long-term mental and/or physical disabilities in the ages of 0 to 6 years: Hvalen, Guldregn, Krudtmøllen, Troldpilen, Regnbuen, De Fire Birke, Ragnhild and Solsikken.

A special daycare acts in accordance with “Barnets Lov” §82, §83 and §85.

The visitation committee of the Child and Youth Administration makes the assessment of whether a child needs a spot in a special daycare.

The purpose of this guide is to provide an overview of what it entails to be a child and a parent in one of Specialklyngen’s daycares.

See an overview of the daycares in the back of this guide.

More information can be found on the individual websites of each daycare.

2. What is an offer of special daycare?

Just like in regular nurseries and kindergartens, children in a special daycare get stimulated and activated on a daily basis through various activities.

Additionally, Specialklyngen offers different kinds of physical therapy.

Just like any other daycare, we focus on ensuring that all children live their best lives in company with each other. We believe that recurring events and traditions throughout the year as well as daily activities inside and outside foster the children’s well-being and development.

- We have more staff per child compared to regular daycares.
- Our staff has professional knowledge about children with special needs.
- Depending on the needs of your child, we offer physical therapy – both individually and in groups.
- We focus on different types of communication as most of our children have difficulties with their language.
- We organize each child’s daily life in order to meet their individual needs in the best possible way.
- We offer optional transportation for the children by bus between home and daycare.
- A spot in Specialklyngen is free of charge.

Recurringly, we need to evaluate each child’s needs and development as well as assess whether each child is in the right place. This assessment is made when producing status reports and action plans biannually. They are made in close collaboration with the child’s parents.

3. The startup period

During the startup period, we will be in close contact with you.

As all children have individual needs, we make individual agreements for each child’s startup process.

You should expect to be present in the daycare the first couple of days as well as to be available during the first period of time.

4. Daily life

Daily life in our daycares is in many ways just as in any other daycare:

We have gatherings where we sing and play, we go on walks and celebrate birthdays and traditions such as Christmas, “Fastelavn” and Easter.

We have plenty of indoor and outdoor space and nice playgrounds.

When we plan activities for the children, we take our point of departure in each child’s individual needs while also focusing on meeting the needs of the children as a group.

Physical therapy is a planned part of the children’s daily lives.

5. Organization and staff

Childcare workers

All of Specialklyngens special daycares are divided into groups, which are the frames around the children’s daily lives. The number of children in each group varies between 5 to 8 children.

There is a minimum of 3-5 adults in each group.

Throughout daily life, you will be in contact with the group staff. If your child uses the bus transportation, you will get daily information on your child's everyday life via Aula. Parents are always welcome to contact us by phone or via Aula.

Physical and occupational therapists

Therapists and childcare workers cooperate on an ongoing basis. Thereby, treatments get followed up on, for instance through exercises. Likewise, the work of the childcare workers gets followed up on in therapy, for instance using colors or communication.

Børnecenter København (BCK)

BCK offers support for all of Specialklyngen's daycares by means of permanently associated speech therapists and psychologists. The speech therapists and psychologists are part of the Municipality of Copenhagen's interdisciplinary support, which supports the overall network around the work with children with special needs.

Parents can contact the support for advice and guidance either on scheduled meetings or through the childcare workers.

Speech therapists

Each daycare is associated with one or more speech therapists from BCK. The speech therapists guide the childcare workers and parents in interaction and language/communication development as well as in choosing a communication profile for each child. The speech therapists support the language environments and implementation of Augmentative and Alternative Communication (AAC) such as PECS, "Tegn Til Tale" (TTT) as well as PODD and ICT-solutions. The speech therapists always attend the first meeting with the parents regarding the child's well-being and can also attend status meetings and action plans meetings as needed. Occasionally, the speech therapists also attend group staff meetings to discuss the children's communication profiles with the group staff. The speech therapists also make a language and communication assessment when the child is going to school.

Psychologists

Each daycare is associated with a psychologist from BCK. The psychologist advises and guides the childcare workers regarding each child's development and needs. The psychologist attends meetings with parents in the child's beginning and end of being in the daycare. The psychologist is moreover responsible for examining the child before the transition to school, so the child can be welcomed into the right school environment. The psychologist can also make a broad contribution to the collaboration with parents and to some extent guide parents regarding their child's development and needs.

If the child needs a psychiatric examination, the psychologist can make a referral.

Courses for parents

BCK arranges presentations and courses for parents with children with special needs. Read more about BCK at bck.kk.dk.

6. Collaboration with parents

We highly prioritize the collaboration with parents.

Our point of departure is the fact that parents are specialists in their own child.

Therefore, we always invite parents to be part of formulating the objectives for the child's development.

The parents' knowledge and wishes are included when planning activities and treatments as well as setting specific goals for the development of the child.

Recurring meetings

After the child's initial 3 months, the parents are invited to a meeting regarding the well-being of the child. A childcare worker and a speech therapist will attend the meeting. The purpose of the meeting is creating a dialogue between the parents and the group staff regarding the child's startup period. At this meeting, the child's first action plan containing the first objectives for the child's development is initiated.

Thereafter, parents are alternately invited to status meetings and action plan meetings every 6 months (see overview of meetings at page 4).

Events for parents and contact with other parents

We have experienced that many parents have the need to be part of a social network in which they can speak to other parents in the same situation as themselves. Therefore, you will have the opportunity to meet each other at specific parent events and meetings.

Several of our daycares also have Facebook groups or something similar.

Ask the group staff for more information.

Aula

In addition to the communication we have with parents that visit the daycare physically, the communication between daycare and parents happens in the communication platform Aula. It is in Aula that parents can follow the daily lives of their child. The staff use Aula diligently to write messages and share pictures of the children's daily lives. Due to most of the children using the bus transportation, many parents do not visit the daycare on a daily basis. This makes a well-functioning communication in Aula extra important – for us as well as for you!

It is also in Aula that you need to notify us on days when your child will not be attending daycare – this is a big help for us.

Of course, parents will be instructed in the use of Aula.

Parent Council and Parent Board

Each daycare has a Parent Council. By attending the council, you can gain influence on your child's daycare in cooperation with the staff and the daycare manager. The Parent Council also enables the Parent Board to make informed decisions regarding all of Specialklyngen's daycares.

Specialklyngen's Parent Board creates the overall frames for all of the daycares, for instance by formulating principles for the childcare work and distributing resources.

The parent representatives of the board are also part of the Parent Council of their child's daycare.

The parent representatives thereby function as a link between the Parent Council and the Parent Board.

The Executive Manager of Specialklyngen functions as the secretary of the Parent Board.

7. Useful information

Transportation

The Municipality of Copenhagen has made agreements with bus companies regarding the transportation of Specialklyngen's children. The bus companies carry the daily responsibility of bringing the children safely between home and daycare. Most of the children use the bus service every day. We collaborate well with the bus companies, and there are recurring drivers on planned routes.

Based on a number of established transportation times, parents have the opportunity to state when their child is to be picked up and returned to home. The bus companies plan the routes according to an overview of the children's addresses.

In some cases, there is a long distance between home and daycare. Nonetheless, the children cannot sit longer than 1 hour at a time in the bus. If you experience challenges regarding bus transportation or anything else, you are welcome to contact the daycare manager.

Medicine

If your child needs medicine while in daycare, our staff takes care of it.

In the startup period, parents are handed specific guidelines regarding medicine administration, which the staff adheres to.

If you have any doubts or questions, you are always welcome to contact the staff or the daycare manager.

Food

The kitchen staff prepares food for your child every day.

The kitchen staff follows the recommendations of the Danish Health Authorities. The food is also adapted to the needs of each child while also being organic and nutritionally correct.

If your child needs to follow a specific diet, you need to provide us with a medical certificate.

If you have other wishes or questions, you are welcome to contact the group staff or the daycare manager.

8. Overview of meetings

Each year, we in Specialklyngen must make a status rapport for each child to ensure that your child is placed in the right daycare offer. At the same time, we make an action plan in which we – in collaboration with you – specify objectives for your child's development. The action plan is revised every 6 months.

We pursue a close collaboration with you to ensure that your wishes regarding the development and well-being of your child are included in the creation of the action plans. You know your child best, and a close collaboration between us and you benefits your child.

3 months after your child's startup in one of Specialklyngens daycares, you are invited to a meeting regarding the well-being of your child. At the meeting, we will discuss how the startup went, and we will make a draft for the first action plan. We will also begin discussing a communication profile for your child. 4 weeks after the meeting, we have completed the action plan, which you will receive for approval.

6 months after the first meeting, we have completed a status rapport, and we will invite you to a status meeting where we will discuss, evaluate and revise the content of the action plan made at the first meeting. 4 weeks after the status meeting, you will receive the revised action plan for approval.

View the meeting schedule below.

Meeting regarding the child's well-being: (approximately 3 months after startup)

- Dialogue about the startup
- Making of draft for the action plan
- About 4 weeks after the meeting, the first action plan is ready

(Approximately 4 weeks after the first meeting, the institution and the speech therapist meet to make final decisions regarding the communication profile for your child. This will be based on the agreements made at the first meeting with you. The communication profile is noted in Kingo in order for us to be able to continually follow up. Note that this meeting is without parents).

Status meeting: (approximately 6 months after the first meeting)

- Review of questions regarding the status rapport
- Evaluation of the current action plan
- A new action plan is made
- About 4 weeks after the status meeting, the revised action plan is ready

Action plan meeting: (approximately 6 months after the status meeting)

- Evaluation of the current action plan
- About 4 weeks after the action plan meeting, the revised action plan is ready

Hereafter, you are alternately invited to status meetings and action plan meetings every 6 months.

If you have questions or anything else, please contact the staff associated with your child.

9. Contact information

HVALEN

Artillerivej 75
2300 CPH S

PHONE NUMBER

32 64 43 00

OPENING HOURS

Mon-fri 7.30 to 16.30

WEBSITE

hvalen-kk.aula.dk

DE FIRE BIRKE

Rymarksvej 5
2900 Hellerup

PHONE NUMBER

39 40 44 27

OPENING HOURS

Mon-fri 7.15 to 16.15

WEBSITE

defirebirke-kk.aula.dk

KRUDTMØLLEN

Gerbrandsvej 5A
2300 CPH S

PHONE NUMBER

33 66 73 00

OPENING HOURS

Mon-fri 7.15 to 16.15

WEBSITE

krudtmoellen-kk.aula.dk

TROLDPILEN

Rymarksvej 127
2900 Hellerup

PHONE NUMBER

39 29 76 98

OPENING HOURS

Mon-fri 7.30 to 16.30

WEBSITE

troldpilen-kk.aula.dk

GULDREGN

Lykkebovej 9
2500 Valby

PHONE NUMBER

33 66 92 10

OPENING HOURS

Mon-fri 7.15 to 16.15

WEBSITE

guldregn-kk.aula.dk

REGNBUEEN

Rubinsteinsvej 53
2450 KBH SV

PHONE NUMBER

36 46 84 40

OPENING HOURS

Mon-fri 7.45 to 16.45

WEBSITE

regnbuen-specialklyngen-kk.aula.dk

RAGNHILD

Ryparken 75
2100 København Ø

PHONE NUMBER

35 30 35 35

OPENING HOURS

Mon-fri 7.15 to 16.15

WEBSITE

ragnhild-kk.aula.dk

SOLSIKKEN

Amagerbrogade 262, 2nd+3rd
floor, 2300 København S

PHONE NUMBER

35 30 30 01

OPENING HOURS

Mon-fri 7.15 to 16.15

WEBSITE

solsikken-kk.aula.dk

EXECUTIVE MANAGER OF SPECIALKLYNGEN

Britt Riese-Andersen

PHONE NUMBER

23 26 36 39

MAIL

brries@kk.dk