

## INFORMATION FOR THE FAMILY



### WHY CHOOSE THE NURSERY

The Nursery, in a climate of serenity and well-being, favours the growth of every child in every aspect of his/her personality respecting time, needs, interests and individuality.

At the Nursery every child, through his/her educational relationship with the teachers, personal attention, treatment and daily play activities, experiments the pleasure of doing and knowing how to do, heightening certainty, self-esteem and faith in oneself as well as in others.

The Nursery supports the organization of the family and assists and sustains parents in their educational and caring roles.

### ENTRANCE TO THE NURSERY: FAMILIARIZATION

The familiarization is the first form of welcoming offered to the child and his/her family upon entry to the Nursery.

It is a very delicate period which involves the affective, emotional and relational areas of the child, the parents and the teacher. The child and parent are accompanied by the referent teacher in this period and together they agree on

the times according to the timing and needs of the child and of the family.

Before the familiarization period the teachers organize a meeting with the families where information is given, where the parent-teacher interview date is agreed upon as well as the start date. The familiarization can occur in small groups or individually: the parent accompanies the child and can stay in the Nursery classroom according to the times and procedures agreed upon with the teacher. Gradually the lunch period will be introduced as well as nap time until the entire daily schedule has been defined. After a brief period another meeting with the family is organized to verify the situation attained.

### EDUCATIONAL STAFF

The *referent* teacher is the educational figure that establishes the privileged relationship with the parents and the child, paying individual attention to the child's needs. In the class the teacher is the referent of a small group, from 5 to 8 children, which she cares for continuously to ensure that life in the nursery is serene and enriched with significant experiences for the growth of each child. The relationship with the referent teacher with the child and family is privileged but not exclusive and, in time, is open to new relationships and encounters. In the referent group there may be children of the same age or mixed, according to the organization and the pedagogical choices made by the nursery. The *Coordinators* responsible for the Nurseries and the Educationalist support and supervise the Teachers' work which is quite delicate, and they are available to the parents for any doubts or needs they may have.

### THE FAMILY'S PARTICIPATION

The relationship and the constant dialogue with the family is indispensable for the child's well-being. The family has the right/duty to be informed about his/her child's life at the nursery and to share the experiences and growth phases with the teachers in the nursery and at home. Keeping the parents informed is a daily task; in addition during the year other parent-teacher meetings as well as class meetings are planned to guarantee that information, contact, mutual trust and the exchange of information be daily. Other than these meetings, convivial moments such as laboratories, small parties and theme encounters are organized. The institutional participation of the family at the nursery and of the services offered is guaranteed by the Parents' Committee and the Cafeteria Committee to which some parents are elected in the general assembly of the nursery at the beginning of the year.

### SERVICE DOCUMENTS, THE MUNICIPAL PEDAGOGIC PROJECT, RULES AND REGULATIONS

The service documents, the municipal pedagogic project and the rules and regulations of the Educational services of the City of Ancona constitute the public documentation which is distributed to the parents, published on the Municipality's website and exposed on the bulletin board of every nursery.

THE SERVICE DOCUMENTS briefly describe specific topics which represent the daily life of children and adults in the Educational Services of the Nursery and discuss the *standards of reference* and the *quality indicators* to which every Educational service must adhere. It is an instrument of transparency, across which the *Agreement of Shared Educational Responsibility* illustrates the rights and obligations of the administration and the parents to guarantee the well-being of the children and of the families, the active participation and responsibilities of life in the Service and its optimal functionality.

THE PEDAGOGIC PROJECT is shared among all municipal nurseries whether they are directly or indirectly managed by the city. It indicates the methodological and organizational choices of the Nursery Services. It represents the reference lines to which all the nurseries must adhere in the daily educational organization and to-do activities carried out. The Educational Project of the individual Nurseries is coherent with the objectives of the City's Pedagogic Project and with the Service Documents. THE RULES AND REGULATIONS state the norms of all practices and administrative methods of the City's Educational Services.

### EDUCATIONAL ENVIRONMENT

The educational environment at the nursery is the area in which intense exchanges in relationships are born and developed among everyone who is present: children, families and operators. For this reason the available space is projected in such a way as to satisfy everyone's needs while favouring a climate of well-being and serenity. The rooms are set up according to the age of the children who frequent them, their competencies, their autonomous choices, their individual initiatives and small-group play. The room the children find daily and recognize as their space is set up with "interest centres" for playing house, for building, for reading, then there are "hiding" areas and soft areas where they can relax. The ownership of the educational space and of the materials and toys found there and easily accessible, favouring exploration among the children. The external spaces complete this educational environment of the nursery and are utilized every time the climate or season consents it. The playground responds to the needs of movement and exploration (observation of animals, picking up of leaves, sticks, etc.) offering continuous new ideas of individual reflection or for sharing with the other children and the teacher.

EDUCATIONAL SERVICES	TIME
AGRODOLCE Redi St. - Collemarino	7.30 - 16.30
AQUILONE Redipuglia St, 35/A	7.30 - 14.30
ARCOBALENO Pesaro St.	7.30- 16.00
BABYLANDIA Ferrovia St. - Pietralacroce	8.00 - 16.30
CHICCO DI GRANO Torriani St.	8.00 - 14.30
LO SCARABOCCHIO Pesaro St	7.30 - 14.30
ORSACCHIOTTO Torriani St-	7.30 - 17.30
STELLA STELLINA Togliatti St.,60 - Montedago	7.30 - 17.30
PAPAVERI E PAPERI Ginelli St. – Brecce Bianche	7.30 - 16.00
PAPERINO Salvo D'Acquisto Square	7.30 - 16.00
POLLICINO (da 16 mesi) C. Colombo St., 106	8.00 - 16.00
PRIMO INCONTRO Redipuglia St., 35/A	7.30 - 16.00
RAPERONZOLO Redipuglia St., 35/A	7.30 - 14.30
Spring Section ISOLA DI ELINOR (da 24 mesi) C. Colombo St., 106	8.00 - 14.30

### TIME FOR THE FAMILY

The "Time for the Family" is an educational service which is different from the Nursery, and is geared to the resident and non-resident families of the City of Ancona where the child is welcomed together with the referent adult: parent, grandparent, babysitter, etc.

It is an area of meeting and socializing for the families with small children, a service that supports parenthood.

The enrolments to the Time for the Family can be presented during the entire year to the Children's Services Office and do not need ISEE since there is a fixed sum. The ranking is compiled based on the date in which the request is submitted.

The service is open according to the scholastic calendar from the month of September to June, from Monday to Friday.



### CONTACTS

Assessorato Politiche Educative

Enrolment and General Office

Vittoria St., 39 - tel. 071/2222118-2132

e-mail: [asilinido@comune.ancona.it](mailto:asilinido@comune.ancona.it)

website of the City of Ancona: [www.comune.ancona.gov.it](http://www.comune.ancona.gov.it).

