

**Statutes for the Childcare Centres (Crèche and Kindergarten)
of the University Hospital of Ulm and Ulm University**

- Employees and Junior Scientists of the University –

of 18 December 2014

The presidential board of Ulm University adopted – in its meeting on 2 December 2014 – the following statutes for the childcare centres run by the University Hospital of Ulm and Ulm University – employees and junior scientist of the University.

Women may use all designations of position, rank, function and profession – used in the male form in these statutes - in the corresponding female form. This also applies to academic degrees, designations and titles.

§ 1 Entitlement, acceptance

(1) The childcare centres of Ulm University are open to the children aged 9 weeks to school age of junior scientists (who have no other employment) and employees of Ulm University incl. pre-clinic. It is taken care that group structures are balanced in terms of age. The number of places for babies is limited due to their higher care needs.

(2) Ulm University's decision to accept a child depends on the available places based on a written application lodged by the parents/custody holders.

§ 2 Termination of childcare

(1) The childcare relationship terminates automatically without notice,
- for the crèche, on completion of the month when the child reaches 3 years, and
- for the kindergarten, when the child reaches school age, i.e. on completion of the month of entry into school or a separate pre-school facility.

(2) Early termination is subject to a period of notice of two months to the end of the month.

(3) Should the employment relationship end or be suspended or should the junior scientist leave Ulm University or take up other employment, Ulm University must immediately be informed in writing. In this case, the childcare relationship ends automatically without notice on completion of the third month following the event.

Exceptions:

a) The employment relationship is suspended for not more than nine months.

b) The child is in the final kindergarten year before starting school.

More exceptions are possible in individual cases as long as such exceptions do not create a disadvantage for others.

(4) Should the child reach 3 years and a continuation of care is not immediately possible, the University may, in emergencies, arrange for a transitional solution if this can be justified in view of existing waiting lists. This transitional arrangement should not last more than 6 months. As the University generally wishes to guarantee kindergarten places to all children accepted in the University crèche, such transitional arrangements shall, in the first place, be offered to children wishing to pass into the University kindergarten group without break.

(5) The childcare relationship may be terminated if parents fail to fully pay their fees despite two reminders.

§ 3 Opening hours, holidays, childcare hours

(1) The childcare centres are open from Monday to Thursday, 7 a.m. to 6 p.m., and Friday, 7 a.m. to 5 p.m.

(2) The childcare centre is closed on public holidays. The childcare centre is free to decide whether it closes between Christmas and New Year and may close the centre on up to 8 further days. Parents shall be informed well in advance.

(3) During parents' holidays (two or more days) and special leave the children shall, as a general rule, not be left in the childcare centre, to allow children enough time out of day care.

(4) In exceptional cases, the childcare centres may close temporarily (e.g. in case of infectious diseases). In such case, parents are informed immediately.

(5) The childcare hours of each child are those individually agreed.

§ 4 Parent fees

Amount and due dates of fees including the amount charged for meals shall follow the "Beitragsordnung: Elternbeiträge für die Kindertagesstätte der Universität Ulm" ("Scale of fees: Parent fees for the childcare centres run by Ulm University") of 25 July 2011.

§ 5 Effective date

These statutes shall take effect on 1 January 2015. At the same time, the statutes of the childcare centres of the University Hospital of Ulm and Ulm University of 4 December 2012 shall cease to have effect.

Ulm, 18 December 2014

Prof. Dr. K. J. Ebeling
- President -