



**Statutes for the childcare centres (crèche and kindergarten)  
of Ulm University Hospital and Ulm University  
- employees and junior scientists of the University -  
of 18 March 2024**

In its meeting on 12 March 2024, the Board of Ulm University adopted the following statutes for the childcare centres run by Ulm University Hospital and Ulm University – employees and junior scientists of the University.

**§ 1 Entitlement, acceptance**

(1) The places in the childcare centres of Ulm University are open to children aged 9 weeks to school age of junior scientists (who have no other employment) and employees of Ulm University including 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 on acceptance depends on the available places and is based on a written application by the parents/carers.

**§ 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 of age, 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) The childcare relationship can be terminated by either party without giving reasons with a notice period of 2 months to the end of the month. A shorter mutual right of termination of 2 weeks to the end of the week applies in the event that, after an adjustment period of 8 weeks in the crèche and 4 weeks in the kindergarten, it is not yet possible to separate the child from the parents/carers for at least 6 hours a day.

(3) Ulm University may terminate the childcare relationship without notice if parents fail to fully pay the childcare fee despite two reminders.

(4) 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.

There are 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 they do not create a disadvantage for others.

(5) Should a continuation of care not be immediately possible when the child reaches 3 years of age, the University may, in emergencies, arrange for a transitional solution if this can be justified in view of any waiting lists. This transitional arrangement should not last more than 3 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.

### **§ 3 Opening hours, holidays, childcare hours**

(1) The childcare centres are open from Monday to Thursday, 7 a.m. to 5.30 p.m., and Friday, 7 a.m. to 5 p.m. The childcare centres are closed on public holidays and on 24 and 31 December.

(2) The childcare centres can additionally be closed for up to 20 days per calendar year according to a schedule. This usually includes the period between Christmas and New Year's Eve. Parents shall be informed of closing days well in advance.

(3) When parents are on holiday or special leave lasting several days, the childcare centres generally do not provide childcare in order to give the children sufficient time away from the childcare centre.

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

(5) The child's care hours are based on the specifically agreed times. In the event of understaffing, childcare times may be restricted or entire days may be cancelled.

### **§ 4 Parent fees**

Amount and due dates of fees shall follow the applicable "Beitragsordnung" (scale of fees charged) of Ulm University.

### **§ 5 Effective date**

These statutes take effect on 1 April 2024. At the same time, the Statutes of the childcare centres of Ulm University Hospital and Ulm University of 18 December 2014 cease to have effect.

Ulm, 18 March 2024

signed

Prof. Dr.-Ing. Michael Weber  
-President-