



NURSERY – PART-TIME ATTENDANCE POLICY

The British International School Bratislava (BISB) offers Nursery education to children from the age of **2.5 to 4**.

Children can join the Nursery throughout the academic year once they have turned **2.5 years** of age and provided places are available.

Children can join Reception only if they turn **4 years** of age **before** the start of the new school year (1st September).

Children, who will turn 4 years of age after 1st September, will remain in Nursery for a further full school year before starting Reception.

Parents can choose **full-time attendance** - from 08:00 – 14:45 (plus optional afterschool care Rockets club until 16:45, except on Fridays until 15:45) or **part-time** 50% attendance.

We are only able to offer either 100% or 50% attendance and fees.

50% part-time attendance can be:

- 1) Mornings only – 08:00 – 12:00
- 2) 3 full days one week and 2 full days the next week (08:00 – 14:45 plus Rockets club)
- 3) 2 full days and 1 morning (8:00-12:00) each week

Before a child starts at BISB, the parents and Early Years Foundation Stage (EYFS) Phase Leader will agree on which option of the three above the child will be signed for.

Once agreed upon, the attendance option **cannot** be changed to accommodate personal arrangements or sickness. (e.g. child's sickness or absence for other reasons will not be replaced by another option).

This ensures that we can always provide the appropriate staffing level for the children in our care. If parents wish to change from part-time to full-time, this must be agreed in advance with the EYFS Phase Leader, who will notify the Admissions and Finance department.



NURSERY – ATTENDANCE FORM (to be filled in by parents)

Student's name: _____

Class: _____

I would like my child to attend BISB Nursery:

Full-time 08:00 – 14:45 (plus optional after-school care until 17:00)

Part-time – please choose one option:

1) Mornings only 08:00 – 12:00

2) 3 days one week and 2 days the following week. Please state which days you would prefer:

Week A: _____

Week B: _____

3) 2 full days and 1 morning. Please state which days you would prefer:

Parent's Signature

EYFS Phase Leader's Signature