

Guidelines for extended opening hours, shift care, and round-the-clock care

A municipality must provide the early childhood education and care provided for in the Early Childhood Education and Care Act to the scope and in such types of activity as required to meet the needs existing in the municipality. Daycare centre operations during the calendar year and its daily opening hours per day must be organised to meet local needs (Early Childhood Education and Care Act, section 5). Shift-based and round-the-clock care are provided in daycare centres or family daycare in the evenings, at night, on weekends, as well as on weekdays and public holidays. Early childhood education and care must be organised to the extent necessary for children who need it due to the employment or studies of their parent or other custodian. (Act on Early Childhood Education and Care, section 13)

For the purposes of these guidelines, extended opening hours are defined as early childhood education and care services provided from Monday to Friday from 05.00 to 22.00, excluding on public holidays. Shift daycare means early childhood education and care provided from Monday to Sunday from 05.00 to 22.00. Round-the-clock care means early childhood education and care services provided 24 hours a day, every day.

A family does not have a subjective right to extended care, day care or round-the-clock care, but it can be provided to a family to meet the childcare needs arising from the carers' employment or contact studies (e.g. distance learning, webinars, and workplace education).

Extended care is provided Mon-Fri 05.00-22.00 (excluding public holidays) at Kuoppamäki Daycare Centre, Länsi-Puijo Daycare Centre, Männistö Daycare Centre, and Maaninka Daycare Centre. Shift-based care (Mon-Sun 5.00-22.00) is offered at the Pyörö and Juankoski daycare centres. Round-the-clock care is provided at the Mustinlampi and Nilsä daycare centres. All of these service units work together to provide extended care.

As a rule, the daily duration of early childhood education and care may not exceed ten consecutive hours, excluding round-the-clock and shift-based care, where the daily duration is set to suit the needs of the child as occasioned by the employment or study of a parent or other custodian (Early Childhood Education Act, section 9).

A child in full-time care is provided with breakfast, lunch, and a snack, as appropriate to the care hours. A child in extended care, shift-based care or round-the-clock care is entitled to a second warm meal (dinner) and an evening snack, if the length of the care day requires it. Dinner is served after the children in full-day care have been picked up, but no later than at 18.00. The evening snack will be served at around 20.00.

Childcare hours and notification of care hours

Child pick-up and drop-off times must be communicated electronically one week in advance by 24.00 on the Sunday of the week preceding the week of care, so that personnel resources may be planned out and implemented in the best interest of the children. No commitments can be made for any needs for care or changes to care times notified after the aforementioned time. These policies aim to ensure that staffing levels are in line with the requirements of the Early Childhood Education and Care Act.

In order to correctly apply staffing resources, cancellations must also be reported to the daycare centre without delay. In accordance with the child's best interest, we also hope that holidays and days off taken

by the parents will also be time off for the child. If a child who needs extended care, shift-based care or round-the-clock care is in care on a day when the guardian(s) have a day off, the child is eligible to use the early childhood education and care services during the normal opening hours of the service (between 06.00 and 18.00). A child should have an average of two days off per week. Extended care, shift-based care, or round-the-clock care is not provided on a guardian's day off, holiday, or sick leave.

It is the responsibility of staff and the early childhood education and care unit manager to review the length of childcare hours and periods and, if necessary, raise these issues with carers if there appears to be cause for concern over the child's well-being.

You can bring your child to childcare no earlier than at 5.00. Children who will not be staying overnight must be picked up by 22.00. After a child has attended overnight care, the carer must collect the child by 16.00 if the carer has been working overnight. If the child's carer is unable to pick up the child by 22.00, but has not themselves worked overnight, the child must be picked up from the childcare centre by 10.00 in the morning.

If the child's need for extended care, shift-based care or round-the-clock care changes, a care placement will be arranged for the child according to their needs. This may mean a change in the group of children or in the place of care.

Early Childhood Education and Care Services
