



IMPACT OF REGULAR ABSENCE ON DAY-CARE FEE

If a child is in part-time day care or if the child's care-time is otherwise significantly shorter per day, week or month, the city shall - compliant with the grounds agreed upon - charge a day-care fee adjusted to the care time and lower than full-day care fee (§7a of the Act on the Fees of Social Welfare Clients). If the child is regularly absent from day care at least four days and at most 12 days per month, 4% per each day or absence is compensated when determining the monthly fee. The absences agreed in the care-time agreement shall come true for at least three months. If the number of monthly absences varies because of work shifts, the mean value over three months can be used (§13, Education Board, April 15, 2008).

Written care-time agreement is drawn on regular absences

A written care-time agreement is drawn on the child's day-care time with the child's day-care place. If the number of monthly absences varies because of work or studying, the mean value over three months can be used. The care place is notified of absences due to irregular work or studying at least one week in advance. Absences due to other reason (e.g. maternity or parental leave) are defined in the care-time agreement as weekly absences. The family's holidays and child's occasional absences are not regarded as regular absences and do not substitute regular absences. Absences from day care **during one or two months do not entitle the customer to discounts. Absences must continue on a monthly basis.**

A day-care fee is a monthly fee from which the number of regular days of absence agreed on has been deducted. Invoicing for day care starts from the date of beginning of day care agreed in the admittance decision. **Regular days of absence are entered in the care-time agreement to start from the beginning of the month.** When drawing the care-time agreement, the number of days of absence is assessed and, when required, a date for revising the day-care agreement is set.

Round-the-clock day care

In round-the-clock day-care places regular days of absence to be compensated are counted as in daytime day-care operations. The child shall have **days off corresponding to weekly days off (2 days/week)** after which compensation for regular days of absence can be had. Compensation is granted if the number of days of absence - in addition to weekly days off - amounts to at least 4 days per month. Compensation is granted for at maximum 12 days of absence per month. Clarification of regular absences shall be delivered in advance to the child's day-care place in connection with drawing the care-time agreement.

The family shall notify the day-care place of regular absences at least one week in advance. Sudden work-related changes shall be informed at the latest on the day before the absence. Examples of these kinds of sudden changes that can be informed on the day before consist of changes in the schedules of parents who work as temporary employees.

Realization of regular days of absence

If the absences do not come true or if there are more absences than agreed in the care-time agreement, the care-time agreement is amended. The amendment generally enters into force as of the beginning of the month following the month when the care-time agreement was amended.

Regular days of absence in relation to absence caused by illness

If the child falls ill and the duration of the illness also covers regular days of absence, the regular days of absence during the period of illness do not have to be compensated. The day-care place shall be notified of the child's illness as soon as the child falls ill.

Regular days of absence in relation to other days of absence

If the child is absent from day care for the entire month because of reason(s) other than disease (e.g. family holiday), the regular days of absence during this period do not have to be compensated during the coming months.

If the child is absent for, e.g. a week or two, the regular days of absence during this time do not have to be compensated retroactively. During the weeks spent in day care, however, the days of absence shall be implemented as usual. If the child's regular day of absence falls on a holy day, the day off does not have to be taken on another day.