

ADMISSION POLICY

I.E.Y.A

International Early Years Academy

Gersthofen Str. 131

A-1180 Vienna



International Early Years Academy / IA Early Years GmbH welcomes children of all nationalities, all ethnic groups and backgrounds. All children are treated equally.

The school accepts children of eighteen months to six years for a minimum of one year. Children are placed according to their age. Reference day is the first September of the academic year. Children can not be placed in the year above their chronological age.

We accept children throughout the academic year if and when there is a space. In this case the payable school fee depends on the date of entry (refer to section “*Late starters*” under Financial Policy).

Special needs

Any disability, illness or special educational need, which may affect a child’s ability to take full advantage of the curriculum needs to be brought to the attention of International Early Years Academy / IA Early Years GmbH. If a special need becomes evident after admission, the managing director or educational head will contact the parents about any necessary adjustment that may allow the child to continue at the school. The school is NOT responsible for providing or paying a shadow teacher when one is needed. This is the responsibility of the parent or guardian.

Diet

International Early Years Academy / IA Early Years GmbH is not responsible for providing special dietary meals for children with allergies or for any other reason that he/she does not eat from the meals provided. In such cases the parents will be expected to take responsibility for their own child and are allowed to provide a packed lunch. Please do not send in nuts or grapes.

School uniform

School uniform can play a valuable role by supporting positive behaviour, instilling pride and setting an appropriate tone. It is encouraging identity with, and support for the school ethos, ensuring pupils of all races and backgrounds feel welcome. It furthermore helps protecting children from social pressures to dress in a particular way and nurturing cohesion and promoting good relations among children.

ILLNESS POLICY

Any child with respiratory symptoms (cough, runny nose, or sore throat) and fever will be sent home from school. The child can return after the fever associated with these symptoms has resolved (without the use of fever-reducing medicine).

Children of any age will experience a lot of infections in their first year of group child care.

The primary reasons for exclusion from school are that the condition

- Prevents the child from participating comfortably in activities
- Results in a need for care that is greater than staff members can provide without compromising the health and safety of other children
- Poses a risk of spread of harmful disease to others (see list of these conditions below)

Conditions that require exclusion include:

- When the child **appears to be severely** ill, is not responsive, irritable, persistently crying, having difficulty breathing, or having a quickly spreading rash.

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- **Fever** (temperature above 38°C (100,4°Fahrenheit) and **behaviour changes** or other signs and symptoms (e.g., sore throat, rash, vomiting, or diarrhoea).
- **Diarrhoea**—Exclusion is required for all diapered children whose stool is not contained in the diaper and toilet-trained children if the diarrhoea is causing "accidents," and for children whose stool frequency exceeds 2 stools above normal per 24-hours for that child while the child is in the program or whose stool contains more than a drop of blood or mucus. Diarrhoea is defined by stool which is occurring more frequently and/or is less formed in consistency than usual in the child, and not associated with changes of diet.
- **Vomiting** 1 or more times in the previous 24 hours, unless the vomiting is determined to be caused by a non-communicable/non-infectious condition and the child is not in danger of dehydration.
- **Abdominal pain** that continues for more than 2 hours or intermittent abdominal pain associated with fever or other signs or symptoms.
- **Mouth sores** with drooling that the child cannot control unless the child's primary health care provider or local health department authority states that the child is non-infectious.
- **Rash** with fever or behavioural changes, until a primary care provider has determined that the illness is not a communicable disease.
- **Skin sores** that are weeping fluid and are on an exposed body surface that cannot be covered with a waterproof dressing.

Other conditions with specific diagnoses as follows:

- **Streptococcal pharyngitis** (i.e., strep throat or other streptococcal infection), until the child has had two doses of a course of an appropriate antibiotic 12 hours apart.
- **Head lice**, scabies, ringworm until after the first treatment, Treatment may occur between the end of the program day and beginning of the next day— not requiring any exclusion.
- **Chickenpox** (varicella) until all lesions have dried or crusted (usually 6 days after onset of rash) and no new lesions have showed for at least 24 hours.
- **Rubella**, until 7 days after the rash appears
- **Pertussis**, until 5 days of appropriate antibiotic treatment (21 days if untreated)
- **Mumps**, until 5 days after onset of parotid gland swelling
- **Measles**, until 4 days after onset of rash
- **Hepatitis A** virus infection, until 1 week after onset of illness or jaundice or as directed by the health department
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INCIDENT / ACCIDENT POLICY

In case of an incident / accident the liability of International Early Years Academy/ IA Early Years GmbH / for slight negligence is excluded.