



GARDERIE LES P'TITS LOUPS ----- RÈGLEMENT INTÉRIEUR ÉTÉ / HIVER

CAPACITY / AGE OF CHILDREN:

13 children from 12 months (birthday) to 6 years (birthday) ☑ for the winter season (December to April)

8 children from 12 months (birthday) to 6 years (birthday) ☑ for the summer season (July and August)

DOCUMENT À FOURNIR :

The completed registration sheet.

Mandatory vaccination: DTP – for children born after January 1, 2018: 11 mandatory vaccinations.

SUPERVISORY STAFF:

Early Childhood Educator – Childcare Assistant – CAP Early Childhood

OPENING HOURS:

From MONDAY TO FRIDAY (summer) / From MONDAY TO SUNDAY (winter):

- From 9:15 am to 11:30 am

- From 13:30 to 16:45 Afternoon (for the afternoon, arrival imperative at 13:30 due to the nap of the children).

Departure at 16:45 because closure of the structure.

- 1 day / week, and on reservation, extension of the time range of one hour: 8:45 am to 5:15 pm for maxi days in summer only: price = 40€. **Any overtime will be charged 37 €. It is important to respect these schedules.**

REGULATION:

Upon registration, you will be asked for full payment by check, holiday check or credit card. The cheque will be made payable to the Régie Garderies du Dévoluy. A receipt will be given to you on the first day. Please present a valid ID card in the name of the cheque.

FONCTIONNEMENT :

- For reasons of hygiene and safety, we cannot accept a sick child. The child will be accepted again upon presentation of a medical certificate of non-contagion issued by the doctor.

- If a child has a fever above 38.5 ° parents are notified by phone. In case of absence by telephone, the staff of the daycare will contact the 15 or 18 to be able to administer Paracetamol, your child will not be able to stay at the daycare under any circumstances. A message will be left for you to pick it up as soon as possible.

- The temperature will be taken with a rectal thermometer, if you do not agree with this practice a written certificate mentioning it must be given at the time of registration and the professionals of the daycare will judge the general condition of your child and will contact you to come and pick him up if necessary.

- The wearing of valuables is prohibited as well as any necklace or medals. The child must not have any dangerous objects in his possession. The staff is not responsible for the loss of personal items left in the structure as well as accidental damage to clothing.

- The person who picks up the child must be the same as the one who comes to pick him up. Otherwise, notify the supervisory staff by giving the name of the person and the person must have his identity card.

Due to the limited capacity, no refund will be made, even for packages, except with medical certificate issued before the end of the stay knowing that the 1st day of absence will not be deducted.

We reserve the right to refuse children not registered within the limit of available places.

PROTECTION OF PERSONAL DATA:

The purpose of the processing implemented is to manage registrations for the daycare. According to the General Data Protection Regulation (Article 6(1)) and the amended Data Protection Act, the processing of personal data concerning the daycare centre falls under several legal bases:

- The public interest mission

- The legal obligation for data relating to the vaccination of children (Article L.3111-2 of the Public Health Code)

The Community of Municipalities of Buëch-Dévoluy (CCBD) and the Public Treasury are the sole recipients of personal information concerning daycare registrations.

As data controller, the CCBD undertakes to take all necessary precautions to preserve the confidentiality and security of the personal data for which it is the custodian in compliance with the regulations in force, in accordance with the "Informatique et Libertés" law n°78-17 of 6 January and European Regulation 2016/679 of 26 April 2016 on the protection of personal data.

The Communauté de communes du Buëch-Dévoluy only keeps personal data for the time necessary for the operations for which they were collected, in accordance with the legal retention periods (10 years for accounting documents) and in compliance with the regulations in force (instruction DGP/SIAF/2014/006, page 226). You have a right of access and rectification, a right to erasure and a right to limit the data concerning you, and a right to object to the legal obligation, if the conditions are met and within the limits of the regulations in force. To exercise these rights, it is necessary to send an email to the CCBD's Data Protection Officer at the following email address: accueil@ccbd.fr or a letter, accompanied by a document proving your identity, to the following postal address: Communauté de communes du Buëch-Dévoluy – For the attention of the data protection officer – La Mèretière, Maison du territoire Buëch-Dévoluy – 7 rue de la tuilerie – 05400 Veynes. If, after contacting us, you believe that your rights over your data have not been respected, you can send a complaint to the following address: <https://www.cnil.fr/fr/plaintes> or to the following postal address: CNIL - 3 Place de Fontenoy - TSA 80715 - 75334 Paris Cedex 07.

We wish you an excellent stay