



DEUTSCHE SCHULE NEW DELHI

German School New Delhi

„The World has Many Colours“

Outline of work in the kindergarten in DSND Year 2018-19





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1. Who We Are

- **We are the Kindergarten of DSND, the recognized, excellent German Embassy School in Delhi**
- **Our Kindergarten caters to children from 1.5 years onward till their entry into grade one. We are a place of experience and encounter**
 - **With oneself and other people**
 - **With one's own language and other languages**
 - **With one's own culture and other cultures**
 - **With our host country India**
- **We are bilingual (German/ English)**

2. How we work?

The DSND kindergarten, after a trial period of two years, now works with a partly open concept for 3- to 6-year-olds. The children are encouraged to use all the learning resources available whenever they need them.

The concept is based on an idea of participation, which makes all concerned active shapers and moulders of their environment. It is based on the conviction that adults can have faith in the development potential of children, and that children find the best learning conditions in situations initiated, directed and controlled by them. Adults find themselves in the roles of companions/guides, partners in learning, listeners, supporters, advisors, and coaches.

https://de.wikipedia.org/wiki/Offene_Arbeit_Kindergarten

2.1 Our idea of the child

We see children as essentially active, curious and interested in their environment.

They do

not need to be continually stimulated, motivated or offered incentives by their educators. What is really important is a well-appointed learning environment, i.e.

stimulating functional

spaces (indoors and outdoors), good equipment/furnishings/amenities and a sufficient

number of toys, tools and consumable items. Our idea of the educator is that of a co-constructor/-designer/-builder in the development of the children.

2.2 Different age groups together

Children from 1.5 years till 6 years come together for free play outdoors, for project phases at certain intervals, and some activities like the singing circle.

"Little Ones" and "Big Ones" learn from and with each other.



2.3. Quality framework

In our pedagogical work we are guided by the Quality Framework for Kindergarten and Nursery School for German Schools Abroad, published by ZfA. This is available on the internet

https://www.bva.bund.de/DE/Organisation/Abteilungen/Abteilung_ZfA/Auslandsschularbeit/ReFo/Qualit%C3%A4tsrahmen%20KiGa/QR_KiGa.pdf?__blob=publicationFile&v=2

In accordance with this, we have developed our own curriculum for our nursery school, which is followed by the primary school curriculum

http://dsnd.de/fileadmin/user_upload/Downloads/3kindergarten_konzept_DSND_Lehrplan_vorschule_o_eingangsbereich.pdf

2.4 Below we describe the most important aspects in the development of key competences, together with the principles of education that we agree on in this institution.

- **Mediate basic competences**, speaking, hearing/listening, seeing, thinking, problem-solving, playing, motor skill, dealing with everyday life.
The educators recognize the child's individuality and respect it. The educators support and challenge the children, according to their capabilities.
- **Social life- communication**, solving of conflicts, the ability to work in a team, taking responsibility for what we do in our communities, in nature and developing empathy.
The educators accompany the children during the development of social behaviour in the group. They value that the children learn to stand up for their community as well as for themselves.
- **Learning how to learn**: To realize that we learn, what we learn and how we learn; evaluating and appreciating oneself, correcting oneself, experimenting, reflection of one's own behaviour
At the root of all learning lies Maria Montessori's principle, "Help me to do it myself". Learning happens while playing. Learning processes are strengthened by various activities, by having the right equipment, materials and by project work. *The educators encourage the children to ask questions and to help them to do research and find answers. Developing competence in dealing with change and problems (resilience) – accepting challenges, developing a positive outlook on life, asking for and getting help, self-regulation, well-being.*
- **"Nothing can strengthen man more than the trust that one has in him"** (Jean Claude)
At all times the educators provide an atmosphere of trust, well-being and openness, which allows the children to move free from fears and constraints, and to encounter the challenges of their environment with a positive attitude. Challenges are accepted as chances for learning.



2.5 The development of the children is regularly documented in:

- The Portfolio of the children
- In The Development Documentation (Development Spiral)
- In Parent-Teacher Meetings
- In the documentation of Language Development

2.6 Special Programs

- ✓ The Kindergarten works with a specific **German Language Program** (“Lernpfad“ after Prof. Dr. Zvi Penner) to support acquiring German Language for those who come from different language backgrounds.
- ✓ Children who are moving to grade one in the following year are taught the subjects Sports and Music together with the first grade students as part of **the Open Entry Concept**. This helps the preschool children to get used to the school environment.
- ✓ During the afternoons there are several **Workshops** with different topics offered to the children, such as Taekwondo, Music, Arts and Craft, Science and Indian Culture.
- ✓ The **pedagogues** participate regularly in internal and external **training workshops**. They also evaluate their work through internal peer visits and reviews.

2.7 Parents can actively participate in the following committees of the kindergarten and the school.

- As the parents' council of the DSND
- As members the board of the DSND
- Individual Parents meetings with educators are encouraged and help parents and educators to work in partnership for the benefit of the child.

3. Information for parents concerning organization

Dear parents

The time in our kindergarten is meant to be joyous for your child and a support for you. You can help us to achieve this. Please, read the following notes carefully.



Thank you.

What to bring

Please, make sure your child brings the following items to Kindergarten: (Please note the special information for our „Sternschnuppenkinder“)

- a bag pack or shoulder bag
- a change of clothes to kept in kindergarten (please check for size regularly- children grow fast)
- handkerchiefs or tissues
- a lunchbox with a healthy breakfast, a sandwich, fruit, vegetables, cereals, muesli, or yoghurt etc. **Please avoid sweets of all kinds.**
- a water bottle which is to remain in the kindergarten, clearly marked for each child. (There is a sufficient supply of drinking water in water dispensers in every room.)
- slippers for summer and house shoes for winter

In the swimming season from April till September, your child should bring swimming gear on „swimming days“, if he/she is four years or older. Please also remember to pack sunscreen, a towel and a comb. We recommend swimming shirts with UV protection to prevent any damage to the skin. In the sports season from October till April, your child should bring or wear loose-fitting sports clothes and trainers on sports days.

(Please refer to the weekly plan for swimming and sports times.)

To avoid any mix-up and loss, please label all personal items with the name of your child, among these lunchbox, water bottle, jackets, t-shirts, shoes, and other clothes. This way you help us to return found items more quickly to their owner.

Opening Times

The kindergarten is open from Monday till Friday from 7.30 till 15.30. All children should reach the Kindergarten latest by 8.15 am.

School ends at 1.15pm for Sternschnuppen and for the children who are not enrolled in an afternoon programme.

Afternoon programme

Our afternoon programme begins after the rest period at 2.00pm. We offer a choice of open play and various workshops. Children enrolled in the afternoon program can choose between the two. You will be informed about the different offers before the beginning of the school year.

One afternoon program of your choice is part of the basic „kindergarten package“ for children from three-years onwards. All additional afternoon programs are chargeable according to the fees structure



(http://www.dsnd.de/fileadmin/user_upload/Downloads/Anmeldung/DSND_Gebuehrenordnung_ab010116.pdf)

Dropping and collecting your child

Please always pick up your child from the Kindergarten punctually. Unnecessary waiting may upset the child.

If you are hindered in picking up your child on time, please inform the educators by text message and the secretary's office (sekretariat@dsnd.de). Your child will then be supervised after the end of kindergarten hours by an educator or someone in the secretary's office. Please note: The educators cannot take phone calls during class times.

Children who are not availing the school bus facility have to be handed over to the educators of the Kindergarten by the parents or registered attendants. Please arrive by 8.15 am so the ongoing morning circles will not be interrupted.

Please inform the class educator if your child cannot come to kindergarten and send a short note via email to the secretary's office also.

Use of school bus/ documents for collection of children/ excursions

Children from the age of 3 years who come to school by school bus are brought into the group rooms by the bus attendant. On the way back this person also takes them back into the buses.

Children can **only** be collected from Kindergarten by persons holding **a valid school ID and /or Pick Up Card** issued by the school administration (sekretariat@dsnd.de). This includes parents. Parents have to apply and to verify in Person for these IDs and Pick up Cards.

If your child is invited by another child and does not go home the usual way, **please do inform us of this change by 4 o'clock the day before the event, by e-mail to the class teachers and the administration, mentioning the date and place where your child is going and the mode of transport** (sekretariat@dsnd.de). An additional SMS to the class teacher is helpful in case of network issues.

We will always inform you by email in advance about excursions planned with the children. Please, acknowledge such information at once by return mail.

Sick children

Sick children should not come to the kindergarten. The sick child must recuperate completely at home. This concerns also, swimming and sports days. Spreading the disease among the other children must be avoided. Should your child suffer from a serious contagious disease, such as mumps, rubella, typhoid fever, etc.), you are obliged to notify the school at once (schulleitung@dsnd.de).



Should children be taken ill during kindergarten time or not feel well, we reserve the right to send them home before the kindergarten day ends. Please make sure that your telephone numbers left with us are up to date at all times.

Bringing own toys

Own toys (only one at a time) can be brought to kindergarten on the notified days „Toy Day“ (refer to weekly plan or other specific Information). If the children wishes to do

so please decide together with your child which toy to bring. Your child should be willing to present his/her toy and to share it with others in the group. The kindergarten cannot be responsible for lost or damaged toys.

Breakfast/ lunch/ rest period

Children who are hungry are allowed to have breakfast after their arrival in kindergarten at 7.30 a.m. Breakfast in the groups takes place at 9.10 a.m. At 12.45 p.m. lunch is served to all kindergarten children (except “Sternschnuppenkinder”). This consists of a variety of healthy warm meals suited for children. Lunch is prepared fresh every day in the school kitchen.

Between 13.15 pm and 14.00pm there is a rest period for all children enrolled in the afternoon program. There is a provision to take a nap if desired. Please give a blanket to your child if he/she is taking a nap frequently. We will return those blankets every Friday so they can be washed and be brought back on Mondays.

Sharing Breakfast

On Wednesdays we have “Sharing Breakfast Day” in all groups: The food brought by the children will be arranged together in your child’s group and all children will share and enjoy the items brought by them. This is an opportunity to involve your child at home or while shopping for groceries or in preparing something for the group. Healthy food , fruit, vegetables (which should already have been washed), boiled eggs, muesli, cold cuts, cheese, sandwich spread, pancakes, soft cheese, yogurt, juice, typical snacks from the particular family background of the children etc. are all welcome.

Birthdays

We always celebrate the children's birthdays with a little ritual in the group. On this day, your child is allowed to bring a cake or other sweets for the children of his or her group. If birthdays fall on holidays, we can also postpone the celebrations.

Receiving information and checking children’s bag

Please, do check your children's bags every day. They often take their artwork and craftwork home to keep or to share with you. Moreover, there might be invitations, a change of clothes etc. inside.



All current information will be send to you by email, to the address registered with us

Please, **do read all the school information too**, because it contains important information on everyday routines of the whole school and the kindergarten. Holiday regulations, use of the school bus, communication structures at the school, rules and regulations, current information and much more are given for the school and for the kindergarten, and apply to both.

Meeting with the educator

We offer regular visiting hours for parents. Please arrange an appointment with the educators. You can also make an appointment with the head of our kindergarten, Mrs. Hussain, carmen.hussain@dsnd,

We thank you for your cooperation and support and are looking forward to an eventful year in kindergarten.

Carmen Hussain,

September 2018

4. Pre-School and open Entry Level

Pre- school children are those children who eligible to move up to grade one in the following year. At the DSND the cut-off date is 30th September. Pre-school children who turn 6 years before this cut-off date will usually fall in this category.

What will happen with my child during this year?

In the partly open concept the children will be taught the subjects sports and music together with the students of grade one.

In addition to the above these children have preschool lessons twice a week. These lessons are conducted in a school classroom by the teacher who will take over the first grade in the following year. Initially the children will be accompanied to the classroom but after some time they are encouraged to go by themselves. Thereby the children get acquainted to the school environment. Pre-school and school pedagogues work together in assessing the progress of the children.

Our task is to determine and differentiate the development stage of each child individually and to challenge each child according to their individual ability. The pre-school year is meant to be a protected territory and exploring field. Gently the children are introduced to the environment of school.

The daily routine for pre-school children has extended fixed elements like the lessons in primary school and partly open concept. In addition extra responsibilities within the kindergarten group are given to them, so that they slowly learn to orient themselves and feel secure within the system and take on more responsibilities for themselves and the class. Play still remains to be the core medium of acquiring new insights and skills, so that children remain inquisitive and enthusiastic to learn new things. In school, which is in the same building they learn to move around freely, thus transitions become very easy for the children.



Important information for parents are publishes also in our School-ability-profile (http://www.dsnd.de/fileadmin/user_upload/Downloads/Kindergarten/Sc_hulfaehigkeitsprofil_DSND.pdf)

5. Language Support

„The limits of my language are the limits of my word“
Ludwig Wittgenstein

Central components and the paths of consistent language education in the kindergarten DSND

- All educators have the same tasks in terms of language
- Time is the most important factor (giving time)
- Systematic observation
- Appreciation of L1 (mother tongue)
- Professionalization of educational professionals

The Kindergarten is bilingual, German-English. We orient ourselves towards the immersion model, that is, one educator consistently speaks one language

Language is considered the key to education and integration

German language support

In addition to some elements of DaF (German as a foreign language) and DaZ (German as a second language), we work in consultation with the kindergartens of the region with the program "Lernpfad" after Dr. Zvi Penner.

Especially children who grow up in a multilingual environment benefit from this kind of support. Through the German language programme the children are prepared for their entry to the elementary school of the DSND.

5.1 Our language development program is based on 3 pillars:

- **The first pillar** is the testing in the so-called Sprachstandserfassung. This test applies to all KIGA children from the age of 3 years. Prosody, plural formation, articles, prepositions and comprehension of text are tested here.
- **The second pillar:** Children with a need for support visit German language training classes up to 4 times a week. These take place in small groups with children who are linguistically on about the same level.
- **The third pillar** refers to the period after the training. Once again, a language assessment with the children who have been supported will be carried out. Here we evaluate the success of the support and, of course give feedback in the form of a final report to the parents. Furthermore, based on the report, better follow-up support for children entering primary school is possible

6. Shooting Stars (Pre-Kindergarten)



This is our bilingual pre-kindergarten for children aged 18 months to 3 years

Carefully accompanied by the educators our little ones learn to interact with other children and their peers. They discover and explore their world during play and develop their sensory motor skills in handling many different materials. To support the transition from home to the group, we are guided by the "Berlin Introductory Model". This involves the parents in the transition process until the children have fully adjusted and settled down. (<https://www.erzieherin.de/eingewoehnung-modelle-und-rahmenbedingungen.html>)

We support the children in their personal development by playing together, singing, dancing and moving, looking at pictures and books, creative work with a variety of techniques and much more.

The children are also prepared for entry to the kindergarten of the DSND. In the extended age mixture, shooting star children encounter the older kindergarten children in the common play phases outside, in open offers, in common projects and in the large celebrations throughout the year.

6.1. Shooting Star Programme

- **Gross motor skills:** dance and gymnastics, climbing and moving outdoors, playing in the sandpit, sports room.
 - **Logical thinking:** shapes and colours, sorting and grouping.
 - **Fine motor skills:** painting, crafting, cutting, tearing, clay modeling, kneading, pasting and feeling
 - **Environmental Awareness:** Observing, collecting, experiencing with the senses, recognizing animals, planting etc.
 - **Sense of space and time:** e.g. daily schedule, exploring their room, games like rolling the ball through the room, hiding an object and finding it
 - **Speech/ Language:** talking to the child, naming, narrating, describing, making sounds, imitating for e.g. the sound of animals and vehicles, singing, and various oral motor exercises.
 - **Topics:** Our shooting star program starts and ends playfully. We cover a wide range of topics throughout the year. E.g. plants, fruits and vegetables, my body, family, seasons, animals, colours, shapes and parties and celebrations. We carry out joint projects with the whole Kindergarten i.e. Project week India.
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- Just before the children are ready to move to the kindergarten we offer them try out sessions in the kindergarten group they will join to help in their transition later on.
 - We organize excursions, such as visiting a farm or visiting the zoo.
 - The shooting star group is open Mondays to Fridays from 7:30am to 13:15 pm





7. Collaboration in the team

We are currently a team of six professionals who work very closely together.

- The children are entrusted to us very early by their parents. We are aware that it is sometimes not easy for parents to leave their child for the time of the kindergarten stay. Therefore, we are very cautious to maintain a good and open contact with the children and the parents and build up a basis of trust.
- As educators, we are not above the child, but behind them. We observe and accompany the child. We encourage them to try and learn from their experiences. Our job is to open the door to the child to enjoy the game, creative creation, storytelling, thinking, learning, and understanding.
- Our educators take the needs, interests and wishes of the children seriously and make them the starting point of their work. Through the very close cooperation in the groups, through joint planning, - execution and reflection of the work and through planned review visits, the team supports each other.
- We give the children freedom and accept and respect their wishes and ideas. The educators are first and foremost partners and confidants for the children. We experience and learn together with the children, accompany them in their development and create conditions for active participation in group life. In order to design the kindergarten as a place of quality-oriented education, it is possible for the educators to participate in relevant further education courses.
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Collaboration with parents

Through our work we want to support and supplement the education of parents and family.

The basis for cooperation between parents, employees, the parents' council and the board is a relationship based on trust, with the guiding principle of transparency and participation. To achieve this, the educators offer parent talks, parent evenings, leadership meetings with the Parents' Council, and various community-based events, and ask parents to actively participate on many occasions.

At the beginning of the kindergarten year, the kindergarten management invites to the first parents' evening. Here the parents' representatives are elected. The elected representatives serve as link between the educators and the parents community. They also promote the interest of the kindergarten in the larger context of the parents council of the entire school. The head of kindergarten invites the parents' council from time to time to kindergarten to promote cooperation.

Parents of the kindergarten are members of the school association and in this capacity also take part in the annual general body meeting where the election of the board takes place.



8. Years Plan Kindergarten DSND School Year 2018-19

1. Quarter - August, September	3. Quarter – January, February, March
<p>Settling down phase, arrival, start of all regular kindergarten programs according to weekly plans, language assessments</p> <ul style="list-style-type: none"> - Parents evening 13.August 5.30 pm with election of the parents' council - Autumn holidays: 1. 10. To 05. 10. 	<ul style="list-style-type: none"> - Project phase 25.Feb. - 1.Mar. Topic to be announce - Kindergarten Sportfest 2.Mar., 10am until 2pm - 4th Mar. Carnival in kindergarten - 9th Mar. –annual School Fest
2. Quarter - October, November, December	4. Quarter – April, May, June
<ul style="list-style-type: none"> -1st project phase India Week (22/10 to 26/10) - Festival of Lights together with elementary school on 26.10. 17.30 clock - Diwali holidays 5. 11. To 16.11. - Father child day 24. Nov. - 10am -2pm - Santa Claus celebration at the German embassy 8. Dec. 14.30 pm - Santa Claus visits the kindergarten (6. Dec., 10 to 11am) - Christmas bustle at the DSND, 15.Dec. Evening Event) - Christmas holidays from 24.Dec. 2018 until 18. Jan. 2019 	<ul style="list-style-type: none"> - Easter holidays 15.Apr. until 22.Apr. - Completion phase, 2nd. Language assessment - 3.Project phase final theatre (topic will be worked out with the children during the year) - Theatre show 24.May.5 pm - Summer break from 17. June.

9. And at the End

The present concept does not claim to be completeness. Rather, it is to be seen as a framework that has to be filled with life again and again by the people in kindergarten. It therefore always applies for the respective school year. Concept also means that it is based on the changed habits of the parents and children and therefore has to be revised regularly. Certainly, the present concept offers a lot of discussion forums and at this point we would like to invite all interested parties to get in touch with us.

The kindergarten is not a rigid structure. Some some programmms and CCA's may not be available at times others have been added. Everything is on the move Views are changing and other thoughts are gaining importance. Further additions are required and still have to be developed in team work, such as the revision and further development of our website, especially in the English language, the full implementation of the quality framework and of course the participation in the planning of the new school building.



10. Imprint

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