



BUREAU D'INFORMATION PETITE ENFANCE

Do you live in the City of Geneva,
do you work in the City
of Geneva?

Looking for a daycare centre
after maternity leave and
before your child starts
school?

THE CITY PROVIDES SUBSIDIES FOR VARIOUS DAYCARE CENTRES FROM INFANT TO PRIMARY SCHOOL AGE



1. REGISTER AT BIPE

- From 3 months pregnancy
- Max 12 months from the requested entry date
- Living or working in Geneva (1201 to 1209 + 1227)

2. DOCUMENTS TO PROVIDE

- Pregnancy certificate
 - Employment certificate, student card, or unemployment card
- No documentation is required for kindergarten registration.

3. SUBMITTED FILE AT BIPE

Application forwarded to the corresponding daycare centre according to:

- Available places for the age group
- The registration waiting list
- The child's age
- The family situation

4. REGISTRATION TO BE RENEWED EVERY 6 MONTHS!

- **by email**
contact-bipe.sdpe@ville-ge.ch
- **by post**
rue du Cendrier 8, 1201 GE
- **at BIPE**
rue du Cendrier (mo-fr 9h-14h)

5. DAYCARE CENTRE

- Contact the family to offer a place at daycare centre
- Confirm the requested date of entry
- Contract made between the parents and the daycare institution

Genève,
ville sociale et solidaire

www.ville-geneve.ch



WELCOMING OPTIONS

- Places primarily reserved for parents who are engaged in an activity (working, training, unemployment).
- Eligible age: from the end of maternity leave to primary school entry.
- Full-time or part-time attendance

ESPACES DE VIE ENFANTINE

– EVE / CRÈCHES (daycare centre)

Daycare centres provide **regular** collective care.

FAMILLES D'ACCUEIL DE JOUR

(daytime care host families)

The Daytime Care Host Family Association in Geneva (AFJ-VDG) employs approved family carers' who have received basic training. This care arrangement allows the child to develop in a framework akin to family life and to build stable relationships with children of various ages.

CRÈCHES FAMILIALES (family creche)

The family creche offers the child a personalised welcome at the home of the family daycare assistant, in addition to regular care provided at the creche. This structure allows the child to grow both in a family setting, in the **home of the worker** and in a **collective environment** during the time spent at crèche.

CRÈCHES DE DÉPANNAGE

(emergency daycare centres)

Emergency Daycare centres meet **urgent** and **temporary care needs** of children, following requests from their parents. Care is provided over periods ranging from **several days to months**. The location is designed for children to socialize.

JARDINS D'ENFANTS (kindergartens)

Kindergarten is a place open for half a day. However, it must be attended regularly. Its primary objective is to teach children from 2 to 4 years to live and play together.

HALTE-JEUX (drop-in & play)

The drop-in & play point is an occasional place for children **from 18 months** up to primary school age. Attendance is limited to 3 hours, maximum 3 days a week.

LIEUX D'ACCUEIL PARENTS-ENFANTS

(parent-child zone)

Parent-Child zones are play areas that welcome children from birth, accompanied by their parents or a responsible adult. Professionals can be brought if the situation requires to assist parents during difficult times or to answer questions.

AWARD CRITERIA OF PLACES

In the City of Geneva, places are allocated on the same criteria for everyone.

Priority families :

- Reside in the neighbourhood where the institution is located;
- Reside in the City of Geneva;
- Who work in the City of Geneva, but do not live in Geneva (once the demand of the local residents of the City of Geneva are met)

Other criteria taken into account :

- Date of the application, provided that it has been renewed regularly;
- Presence of a brother or sister of the child in the institution (only for children residing in the City of Geneva);
- Employment status, family and social context of the families;
- Match between the availability of the institution and the parents' request.

HOW TO REGISTER?

All applications for registration are to be submitted to the Childcare Information Office (**BIPE**).
Rue Cendrier 8 – 1201 Genève (Monday to Friday from 9 am to 2 pm)
Tél. +41 22 418 81 81 (Monday to Friday from 9:30 am to 12 pm)
contact-bipe.sdpe@ville-ge.ch
www.ville-geneve.ch

ATTENTION :

Registrations for **Drop-in & Play** are to be made directly to the "halte-jeux" Madeleine des Enfants

Rue de la Madeleine 16
1204 Genève
Tél. +41 22 310 15 37