

ROKIDS

THE BILINGUAL CHILD DAYCARE CENTER
OF THE ROSEN GROUP IN LINGEN (EMS)



ROKIDS

we discover the world.



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WELCOME TO ROKIDS

Dear children, parents, grandparents and relatives,
Ladies and Gentlemen,

Thank you for your interest in our bilingual child daycare center ROKIDS and for looking into our information brochure. We would like to introduce to you our family-friendly and innovative educational facility and highlight the special features we have in store for you and your child. Children aged eight weeks to six years of all nationalities as well as those with special support needs are cordially invited to join our six bilingual groups. In addition, some of the spots have been available to the public since the founding in 2008.

Our sponsoring organization and board is the ROSEN Group, an international technology company that ensures safety worldwide to protect people and the environment. Our employees come from all over the world to live and work in Lingen (Ems) for a certain period of time. Similarly, German-speaking specialists are sent to the global locations of the ROSEN Group. The children of these families, in particular, depend on bilingual education.

If you have any further questions after reading our brochure, the entire ROKIDS team will be happy to help you at any time.

ROKIDS – we discover the world.

ROKIDS stands for our "ROSEN KIDS." The star in the logo symbolizes their desire to explore their own planet with big eyes as "little explorers."

The slogan expresses our aim to give every child the best possible support for a loving and individual development.

We hope you enjoy browsing our brochure and look forward to the privilege of welcoming you and your child at our facility.



THE ROKIDS CONCEPT

The pedagogical work at ROKIDS is based on a modern concept with four individual building blocks – the ROKIDS concept.

Through this innovative educational concept, we take into account the constant change in society while reconciling play, fun and learning. The objectives of our pedagogical work are to strengthen the children's self-confidence, to accompany their individual development and to support self-discovering learning.

Our **pedagogic learning concept** focuses on each child. Our motto "we discover the world" underscores the approach of providing individual educational support in development of each child's personal skills. Guided by the children's interests, we build a stable and loving foundation for life.

Our core program reflects the so-called Orientation Plan issued by the state of Lower Saxony. Through various offerings, we create occasions that stimulate child development. We provide every child with optimal support for a great start in life.

Our **educational partnership** model strengthens the exchange between parents, expert staff, elementary schools and other collaborating partners. In addition to close cooperation with the parents association, we keep parents up to date regarding relevant happenings and appropriately involve them in decisions. Furthermore, the core process includes documentation of each child's individual development.

Our **human resources management** ensures the high quality of our pedagogical work by qualified employees. All of our expert staff members are empowered to contribute their individual strengths. Our employees have acquired various specializations through continuing education and serve as designated contacts for various areas of expertise.

Our **quality management system** guarantees that the needs of children, parents, specialists and the board are not only considered but met within the framework of legal and professional requirements. To that end, we document key core processes and constantly evaluate them in the team. Continuous analyses and improvements promote the satisfaction of all stakeholders.

For further insights into our innovative work, please visit our website at www.rokids.de.



DEVELOPMENT DOCUMENTATION

Conducting individual development talks for each child on the basis of development forms designed by us, we are in compliance with the requirements of the Lower Saxony Orientation Plan for Education and Upbringing. As such, we can provide reliable assessments and use them to stimulate each child's development in targeted ways. The structure and content of these development forms are based on both the latest educational knowledge and the practical experience of our experts.

The development level of the child is recorded in **learning and experience fields** such as language, intellectual development, exercise and social learning. Preferences, talents and special needs as well as support options can then be discussed with the parents.

Depending on age, the development form contains different development tasks. These are observed during the daily routine and recorded in writing by the educators.

Specific studies are carried out by our qualified specialists within one month after the child's birthdays. The student form is evaluated in the February of the last year before they start school, as these children are enrolled in that same period. This is also the time when cooperation discussions with schools take place.

Following the assessments, we offer **parent meetings** to our families in order to discuss the children's level of development.

SPECIAL FEATURES

BILINGUAL EDUCATION

Our children learn the English language in a completely natural setting, playfully and without performance pressure as part of their daily routine. Called immersion, this method allows children to "immerse themselves in the language." In addition to the German specialists, each group has a bilingual specialist who, according to the principle "one person – one language," only speaks English. The children can address them in German or English, but the answer will always be in English.

NATURAL SCIENCES & TECHNOLOGY

The entire ROKIDS team inspires our children with scientific and technical phenomena as part of the "Haus der kleinen Forscher" (House of Little Scientists) initiative. In order to awaken the spirit of discovery in our budding researchers and promote their talents, we offer exciting activities and free access to building sets, various assembly kits and experiment boxes.

LANGUAGE PROMOTION/SPEECH THERAPY

Upon coordination with parents, children with language difficulties related to grammar, vocabulary and syntax or with poor German language skills have the option of participating in our small-group language training. The contents and methods used are discussed in close cooperation with the parents and our language teachers. Speech therapy options are also available.

ABC KIDS

The demands on stamina and concentration in schools are increasing rapidly. That's why we introduce our ABC kids carefully and with recurring rituals to school lessons in their last year at the daycare center. The ABC Club promotes fine motor skills as well as concentration, and, in addition to the first exercises, we prepare the children step by step for self-organization in elementary school.

ZAHLENZWERGE

The methodological concept "Land der Zahlenzwerge" (Land of the Number Dwarfs), developed by the educationalist Dr. Günter Heil, and the associated arithmetic material is tailored for 4- to 5-year-old children, who learn to playfully allocate quantities and get an idea of abstract numbers. The children thus become little "Zahlenzwerge" (Number Dwarfs), constructing the "Zahlenland" (Land of Numbers) with small one-unit cubes, learning the relationship of numbers and jointly internalizing the concept of numbers from 0 to 9.

THERAPEUTIC PEDAGOGY

In agreement with the parents association and our board, the ROKIDS team has decided to integrate children with special support needs and to grant a right to integration assistance. We have worked on an integrative basis and have successfully participated in the model project "Integrative Care of Children with Disabilities at Daycare Centers" since 1 August 2011. Our therapeutic pedagogical specialists ensure the availability of individual support options.

INDIVIDUAL FOCUS AREAS

In our group room, the children can actively access diverse play areas at their own discretion. Our professional staff accompanies them during their discovery tours as the situation warrants. We provide the children with needs-oriented choices on a daily basis in order to advance their skills and introduce them to all fields of learning and experience. The contents vary according to the children's interest and development level to awaken the fun and joy of learning.

MUSICAL EDUCATION

Actively making music promotes the child's development. For this reason, singing, dancing and making music are an important part of everyday life at ROKIDS. In 2016, the facility was the first child daycare center in the region to earn the "Caruso" certification.



TOY AND BOOK DAY

Once a month, on Toy and Book Day, we encourage the children to bring a toy or book from home. This excludes toy weapons.

POWER BREAKFAST

Once a month, each child participates in the power breakfast by bringing items from home. The children help to prepare the buffet and set the tables. Playing a special role over the course of the day are "power foods", such as fruits and vegetables, for example. In addition to the breakfast, the theme is deepened with matching songs, games and conversations.

DANCE LESSONS

On Wednesdays, children 3 or older can take part in kids' dance lessons offered by the Exler dance school at the ROKIDS premises from 1.45 to 2.30 pm. The monthly fee is 22 euros per child.

ANNOUNCEMENTS

We use an email distribution list and the information wall in the entrance area to publish important messages. Furthermore, current news and upcoming events can be viewed on our homepage www.rokids.de. Please check in us regularly.

BIRTHDAYS

If approved by the educators, small snacks may be brought along for a joint breakfast to celebrate the child's birthday.



EATING TOGETHER

FRESH AND HEALTHY NUTRITION

We participate in joint meals three times a day. For a healthy breakfast (starting at 8.45 am), please give your child bread, muesli, fresh vegetables or fruit in a bag or similar. Drinks such as milk, chocolate milk, tea and water are always available for the children.

Lunch is prepared fresh every day by our company restaurant ROFRESH. Parents may choose in advance from two meal plans a week and join their kids for lunch in our facility at 12.15 pm.

Orders can be placed via the touch screen in the entrance area or by emailing info@rokids.de weekly. You will receive the menu one week in advance.

In the afternoon (3.30 pm), we eat an additional small snack with the children. We offer fresh fruit, vegetables, cookies or cake.

COST

The price for lunch is 2.50 euros per child and 3.50 euros per adult. Everything else is provided by our facility. The fee is charged together with the daycare center fee.



WE ARE FAMILY-FRIENDLY

Cooperation between the educational institution and parents is a top priority for us. Only in a **cooperative relationship** between parents and educators is it possible to succeed in the pedagogical work with the children.

By joining our educational facility, the children enter a new phase in their lives. It is very important for us that parents and grandparents are integrated into our child daycare center. In addition to lovingly helping the children to settle in, we regularly organize joint field trips, celebrations and get-togethers.

In order to support families as best as possible, we provide **extended opening times year-round** from 6.45 am to 5.15 pm, which particularly suit parents working internationally. This allows us to effectively compensate increased care needs and shortages.

OUR PARENTS ASSOCIATION

The parents association unites the representatives of our groups. During the parent evening at the beginning of the child daycare center year, two representatives are elected from each group, who are then invited as voting members to the quarterly pedagogic parent association meetings.

The parents association is involved in all important decisions and in the determination of upcoming dates and deadlines.

The parents association serves as the **agent and mouthpiece** of the parents. If you have suggestions for improvement or would like to pass on praise, you can confidentially contact the parents association at any time. Confidential information is of course subject to secrecy.

Names and photos of the current representatives of the parents association are posted in the entrance area of our child daycare center.

The parents association regularly organizes various activities.



OPENING HOURS

NURSERY & REGULAR GROUP

Our nurseries are open:
 Monday to Friday 8 am - 1 pm
 or 8 am - 4 pm

Educational work is conducted from 8.30 am to 12 pm and from 1 to 4 pm. Children should only be dropped off or picked up during these times by appointment, as this will disrupt group work. In exceptional cases, please contact our specialists.

Regardless of the group, special opening hours from 06.45 to 8 am or from 4 to 5.15 pm can be utilized if needed.

HOLIDAYS

Since there is an increased need for care and bottlenecks must be compensated during the holiday season, in particular, ROKIDS is only closed between Christmas and New Year and on one or two days in July. We use this additional "planning days" for an evaluation of our work. We will announce the date as early as possible.

CHILD-ORIENTED ARCHITECTURE

Child-oriented architecture is an important component of our educational institution. It accounts for the basic needs of children, because it gives them a place to run around, learn, experiment, move around indoors and outdoors, eat, sleep, retreat, and play alone or in groups. The child daycare center is a **living space** for kids who strive to grow, experience a lot and learn. Our building has two central locations that make it easy to quickly and easily access any room. It was designed to promote open and uncomplicated communication between educators and children or parents.

Our very own activity area offers ideal conditions for athletic offerings such as guided exercise units, plus climbing and romping on the free exercise mock construction site. Early musical education also takes place right here at ROKIDS, where children can experience themselves and their environment through dance, rhythm and musical instruments.

A staff and conference room enables us to conduct parent meetings and training as well as regular in-house presentations for technical colleges.

LEARNING UNDER ONE ROOF

Our bilingual educational facilities, the child daycare center ROKIDS and the elementary school ROBIGS, facilitate "learning under one roof" with a shared multi-professional educational approach that allows us to focus on each child individually.

The ROBIGS and ROKIDS learn together in one building, allowing the vertical perspective of the learning biography to be considered. As a result, transitioning from the child daycare center to the elementary school does not lead to any content-related or spatial disruption for the children.

In the bridge year prior to school enrollment, there are many joint projects in which the ABC kids participate together with the elementary school children. Bilingual education and various learning programs are also continued in elementary school. The scientific-technical focus as well as rituals and the imparting of common values are preserved. This contributes to a smooth transition from the child daycare center to the elementary school, as the children find a lot of familiar things in their new everyday life.



REGISTRATION

ROKIDS stands for "ROSEN KIDS." However, this does not mean that only children of ROSEN Group employees can be registered. We consciously decided to open the child daycare center to the public, i.e. make it accessible to every child.

If you would first like to visit our educational institution or schedule a personal meeting, please make an appointment.

Please fill out the registration form on our homepage www.rokids.de so that your child can be considered for the allocation of spots. As soon as a spot is available for your child, we will inform you and arrange an appointment for further details. At the same time, you will also receive the care agreement.

In addition to a regular daycare spot from Monday to Friday, we also offer spot sharing. This means that two children from the nursery can share a spot in the child daycare center.

Another legal requirement for this is that your child attends the institution on at least two set days – such as Monday and Tuesday – alternating with another child who joins us on Wednesday, Thursday and Friday. Splitting a spot by alternating mornings and afternoons is not permitted because this would affect group-dynamic processes.



PREPARATION FOR ADMISSION THE FIRST DAY

Our professionals from the respective group will contact you approximately one month before your child enters our daycare center to arrange a visitor's day. This is your chance to meet your direct contact person, get to know the respective group and discuss further details.

In order to enter to ROKIDS, all legal guardians receive access cards, which can also be used to place lunch orders on the touch screen at the entrance area. Access authorization for ROSEN employees is automatically extended on the employee badge.

On the first day, you and your child are welcomed by our educators and the children in the respective group.

Each child receives his or her own spot in our entrance hall with a name tag, photo, coat hook and storage space. Toothbrush, toothpaste and towels will already be available in the bathroom. In the group, the children will find a private drawer for their artwork as well as their own development folder, which you can view at any time.

On the first day, please bring the following documents:

- Your child's profile (which you will receive on the visitor's day)
- The parent questionnaire about your child (which you will receive on the visitor's day)

Find additional information about our familiarization model can be found in our flyer "Getting through familiarization easily."



OUR BOARD

ROSEN is a leading privately owned company that was established as a one-man business in 1981. Over the last 35 years, ROSEN has grown rapidly and is today a worldwide technology group that operates in more than 120 countries with over 3,100 employees.

The key to our highly innovation driven approach is listening carefully to the specific needs and challenges of our customers. "Empowered by technology" is the promise that we at ROSEN systematically deliver by enhancing the operations of our customers and making them safe, cost-effective and more efficient.

We are a worldwide provider of cutting-edge solutions in all areas of the integrity process chain suiting a wide range of industries: Oil & Gas, Energy, Process, Mining, Manufacturing, Telecommunications and Transportation for a wide range of assets, including pipeline, tanks and vessels as well as wind turbines, trains, telecommunication towers and many more.

The claim of „empowered by technology“ is the key to our outstanding and unique services and products, in oil and gas, as well as in a variety of other industries. The focus of all of our research and solutions is the safe operation of industrial systems - for the protection of individuals and the environment.

THE FOUNDING OF ROKIDS

It became evident early on that the tension between career and family life created challenges for the company: in some cases, deciding in favor of family meant, especially for women, deciding against the career. At the ROSEN Group, too, highly qualified employees would take a break from the company for parental leave and only return to their job after several years.

The ROSEN Group wanted to enable its employees to return to professional life sooner. In January 2008, our striving for a family-friendly environment and the promotion of early childhood education culminated in the opening of a child daycare center that would meet everyone's needs. Due to high demand, we doubled our support capacities by 2014 already. In total, we are now able to offer up to 120 spots, depending on the age of the child.

OUR SPECIALISTS ARE THERE FOR YOU

ADDRESS

ROKIDS
c/o ROCARE GmbH
Am Seitenkanal 8
49811 Lingen (Ems)

Phone +49-591-9136-560
Fax +49-591-9136-121
E-Mail info@rokids.de

The three strong brands ROKIDS (bilingual child daycare center), ROBIGS (bilingual grade school) and ROYOUTH (initiative for youth) are part of ROCARE GmbH. The ROSEN Group in Lingen (Ems) serves as its sponsor and board.

For additional information about ROKIDS, please visit our website:
www.rokids.de (German)
www.rokids.net (English)



