

**Dear Sir or Madam,
dear parents,**

We are delighted to welcome you and your child to our child day-care centre.

Your child will spend a significant part of the day here at our facility. During this time, we want to look after your child's well-being and give them a variety of opportunities to explore themselves and their environment in a warm, caring and trusting atmosphere. At our facility, your child will get to know children from different cultures and social backgrounds.

Holistic education at an early age therefore involves an introduction to tolerance, solidarity, being willing to take on responsibility, independence and a sense of community. We want to encourage your child to enjoy learning and focus on their needs and the personal interests of the children at our facility.

Our child day-care centre is a service provided by our church. It is involved in the life of our church community as a facility designed to provide an upbringing, education and care. It creates a space in which all parties involved come into contact and form a community.

Children are open to questions concerning religion and require freedom to experience education that is aware of and sensitive to different religions and appropriate for their stage of development. At our facility, children actively experience the message of Jesus in their daily interaction with each other and when celebrating church festivals throughout the liturgical year.

In order to orient our work towards the situations of our families and children, we need to work in close cooperation with you, which includes holding regular discussions and joint activities.

We hope that you and your child will feel right at home in our facility and look forward to establishing a trusting relationship with you in the interests of your child.

Yours faithfully,
Your child day-care centre