

FACILITY INFORMATION

Business Name: BASIS International Prague, s.r.o
School Name: BASIS Prague
Type: International Preschool
Grades: Preschool (age: 2–5)
Preschool Director: Therese Gura
Operations Director: Kateřina Salačová
Address: Nad Tejnkou 391/10, Břevnov, 169 00 Praha 6
Web: basisprague.cz

ID: 06957005 | **Tax ID:** 06957005

CONTACT

PRESCHOOL DIRECTOR	OPERATIONS DIRECTOR
Therese Gura (+420) 731 880 176 therese.gura@basisprague.cz	Kateřina Salačová (+420) 728 885 175 katerina.salacova@basisprague.cz

OPERATING HOURS

Monday to Friday: 7:30–17:30

We will be closed during days that are recognized as a National Holiday in the Czech Republic (see our Calendar).

DROP OFF TIME

Anytime between 7:30–8:45 (late arrivals distract our academic program that starts at **8:45**)

PICK-UP TIMES

Shrimp Class: Half-Day (after lunch) 12:00–12:30 | Full-Day (after nap/snack) 15:30–17:30
Goldfish Class: Half-Day (after lunch) 12:40–13:00 | Full-Day (after nap/snack) 15:30–17:30
Sea Turtle Class: Half-Day (after lunch) 13:10–13:30 | Full-Day (after nap/snack) 15:30–17:30

Attention! All children have to be picked up no later than 17:30 under all circumstances. According to the Preschool Policy, pick up after 17:30 is prohibited. Parents will be charged 100CZK for the first 10min after 17:30 and then 10CZK per each additional minute. We understand that emergencies do arise. Please call us and advise us of your situation if you are running late.

WHAT TO BRING *(Please put child's name on everything)*

1. Classroom shoes (firm slippers/sandals, which the child is able to put on him/herself, such a Velcro or slip on)

2. Inside clothes

- a) Comfortable classroom clothes that can get dirty
- b) Extra set of clothes according to weather
- c) Extra underwear (or diapers) and socks
- d) Pajamas (for children in the Shrimp & Goldfish Class or older children that like to take a nap)

3. Outside clothes

- a) Comfortable clothes and shoes that can get dirty, based on the weather/season
- b) Raincoat + rain boots
- c) Waterproof pants and jacket
- d) Hat (for sunny or cold weather depending on the season)

4. Drinking bottle (that the child can independently open/close)

5. Small backpack (that the child can carry)

6. Toothbrush & toothpaste

7. Diapers/Pull Ups & Wet wipes (if the child does not use the toilet independently)

8. Small stuffed animal (suggested: helps to bring comfort from home)