

Preschool Planning

The preschool organisation has a digital system for signing in and out. The system is called “Planering förskola/fritidshem” (Preschool Planning) (picture inset).



As a guardian you will register your child’s attendance digitally through the system Preschool Planning. By using Preschool Planning you will as a guardian have new and improved possibilities for information and communication with the preschool.

For instance you can register absence and planned leave. You can also send messages through texting regarding drop offs/pick ups. You will check your child in by clicking on his/her name, and check them out the same way.

The information that was given when the child was registered for preschool (the child’s schedule and your contact information) is what Preschool Planning is based on.

It is highly important that this information is correct. If there is any incorrect information, or if you are unsure, they are easily corrected through the municipality's e-service at www.eslov.se under the tab “E-tjänster”.

If you can not find your login, there is a possibility to order a new one through this link: <https://service.eslov.se/bestetjanstbarnomsorg>

SMS-service

Further news is that as a guardian you can now report **ABSENCE**, **LEAVE** and give **INFORMATION** by sending a text message to the preschool where the child is enrolled. The message will automatically end up in the system and become visible for the teachers. Some of the services are only available during certain times which is worth noting.

ABSENCE - this information is given on the day of, could be sickness or a change in times for some reason. This service is opens at 00.00 and closes at 12.00. This means that if you are to register absence for the coming day it needs to be between 00.00 and 12.00.

INFORMATION - this is used for informing the preschool about something happening during the day. For example it could be “grandpa picking up” or that the child will be going home with a friend. This service is available 24/7.

LEAVE - whenever you have planned leave, a full day or part of a day this is where you communicate that. If a message is registered in the system after 18.00 it will also be available for the next day.

When your text message is registered you will receive a confirmation. For it to work your number must be registered in our system as well as the text needs to be sent according to a template (see next page). If you are unsure whether your number is registered you can check your information through the municipality's e-service.

The text should be sent to: 0769-44 60 10

!!! Attention !!!

DO NOT use the Return / Enter key to change the line, write the full message in a sequence with spaces. Use the child's "personnummer" (social security number).

This service only applies to the time spent in preschool. When reporting absence in school, the school's digital system, Skola24, should be used. The application for leave during the semester must be applied for on a special form and handed to the principal.

When you register ABSENCE:

Full day:

FRÅNVARO social security number (YYMMDD-NNNN)

FRÅNVARO 161022-9999

Applies the same day!

Part of a day:

FRÅNVARO social security number (YYMMDD-NNNN)

HH.MM-HH.MM (from-to)

FRÅNVARO 161022-9999
09.00-10.00

Applies the same day!

When you register INFORMATION:

Full day:

INFO social security number (YYMMDD-NNNN)
Any information you want to give.

INFO 161022-9999 Grandpa will
pick up at 15.00

The text should be sent to: 0769-44 60 10

When you register LEAVE:

Full day:

LEDIG social security number (YYMMDD-NNNN)
Date (YYMMDD)

LEDIG 161022-9999 191213

Part of a day:

LEDIG social security number (YYMMDD-NNNN)
Date (YYMMDD) Time (HH.MM-HH.MM)

LEDIG 161022-9999 191213
12.00-16.00

Several days in a row:

LEDIG social security number (YYMMDD-NNNN)
Date (YYMMDD-YYMMDD)

LEDIG 161022-9999
191213-191215

The text should be sent to: 0769-44 60 10