




Gujarat National Law University

Friday, 18 July 2014

INFORMATION CIRCULAR
CRÈCHE
GNLU/IC/12/2014

- 1.0. GNLU Crèche will provide day-care services for the children of employees. Norms for age group of children, accommodation/space, facilities to be created, caretaking and safety/security of children, monitoring/supervision of running of Crèche are proposed as under:
 - 2.0. Age group of children: 90 days to 10 years
 - 3.0. Accommodation/space:
 - 3.1 Adequate space to accommodate children to ensure that they can play, rest, and learn without any hindrance.
 - 3.2 Well lighted with adequate ventilation
 - 3.3 Clean toilet and sanitation facility in the vicinity for small children.
 - 3.4 Adequate safe play area outside the Centre.
 - 3.5 Safe and regular drinking water arrangement.
 - 3.6 Small kitchen or cooking facility for warming/preparation of food for children. Kitchen/cooking facility will be located at walk away distance from the activity area of the children to avoid accidents.
 - 4.0. Facilities for children:
 - 4.1 Sleeping facility
 - 4.2 Essential play material and teaching and learning material to meet the needs of pre-school children.
 - 4.3 Basic First Aid Kit containing paediatric medicines for common ailments for minor injuries.
 - 4.4 Ayah for taking care of children.
 - 5.0. Terms for availing Crèche facility:
 - 5.1 Any employee of university can avail crèche facility for their children of the age group referred in point 2.
 - 5.2 Employee willing to admit his/her child in centre shall give an application to the Office of the Registrar.
 - 5.3 Employee shall deposit monthly fees of an appropriate amount by 25th of every month as fixed by the University based on the facilities provided at the crèche. Employee can also opt option of auto deduction from salary.
 - 6.0. GNLU shall have no liability or any financial obligation (s) whatsoever, for any problem or issue arising out of availing the crèche facility towards Parent (s)/Children (s) /Service Provider (s).




Thomas Mathew
REGISTRAR INCHARGE
Gujarat National Law University
Gandhinagar-382028