









Childcare arrangements at academic events

Providing on-site childcare during academic events is a recent and highly important contribution for all universities which support education/work-family balance.

Providing childcare at academic events for all those with childcare commitments makes it possible for them to attend these events at all. In addition to this, by offering on-site childcare you may be able to attract a larger audience and increase the number of participants.

If you are planning such an event at the University of Graz, University of Music and Performing Arts Graz, Joanneum Research Centre or the University of Applied Sciences FH Joanneum, the unikid & unicare Information Centre provides information on how to organise on-site childcare for participants of those events.

Some recommendations on planning and organising childcare at academic events are given below:

-  Consider the timeframe in which childcare service will be provided. Recommended start of the childcare: At least half an hour before the actual event starts. Parents, children as well as your team need a certain period of time to get used to the new surroundings. In your time calculation consider also the fact that those events mostly end with an informal exchange between the participants – childcare should last as long as the informal exchange will last.
-  Specify and describe the offers as well as registration modalities in the invitation. Important: the number and age of the children.
-  Registration deadline (two weeks before the event start date or at application deadline).
-  Do you have ideas regarding a possible theme or programme of childcare activities?
-  Book the suitable premises and rooms for your on-site childcare on time.
Criteria: they should be located nearby, but not too close because of the noise disturbance. Children should have enough space as well as easy access to outdoor space if possible. A quiet room should be provided if possible.
-  Provide refreshments and snacks as well as tableware and napkins.
-  Plan the expenses for childcare arrangements carefully. You have to take into account average costs for childcare of about 5-9 Euros per hour/child.
-  For too small groups of children individual solutions and offers may be organised.

Please contact The University Work-Family Balance Information Centre unikid & unicare on time. We will support you in organising suitable on-site childcare for your event and provide answers to any further questions. For a regular consultation we charge 170 €, whereas consultant appointments for our cooperation partners are free of charge.

Upon request, we can organise childcare for your event. For this service we charge a fee of 450 € plus turnover tax (exclusive of the costs of childcare services itself, materials, catering, rooms, ...).