

Daisy bulletin to guardians 1 August 2019

The City of Porvoo early childhood education services adopted the Daisy service on 1 May 2019.

eDaisy enables guardians to use electronic services connected with applying for early childhood and pre-primary education and the related decisions.

With the help of **DaisyNet**, guardians can reserve care times for their child and communicate with staff on matters concerning their child.

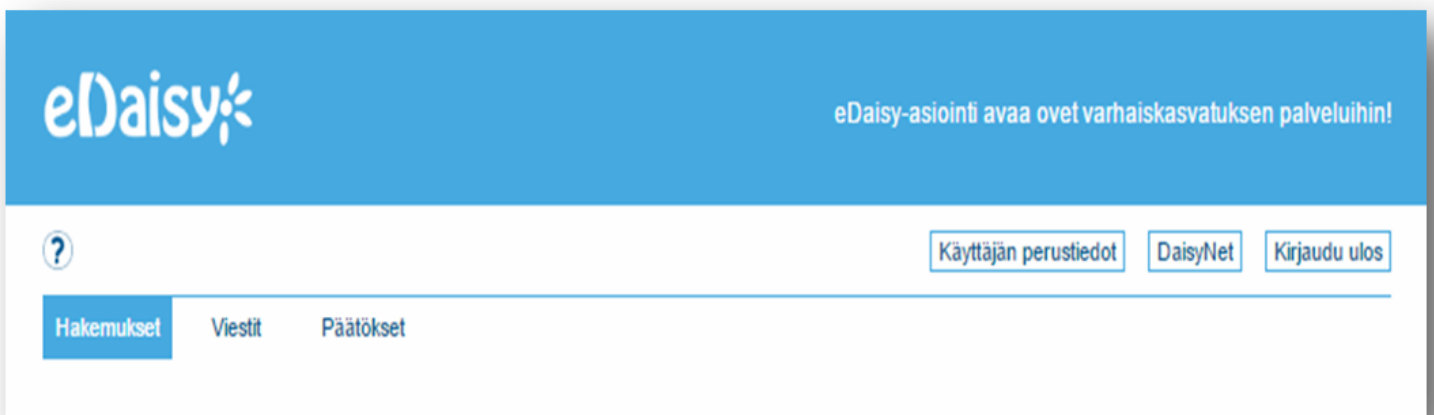
Daisy works best on the Chrome and Mozilla Firefox browsers, but **NOT** Internet Explorer. The mobile version of DaisyNet, DaisyFamily, will be published in the near future.

The links below can also be found in the Finnish section of www.porvoo.fi under 'Varhaiskasvatus ja koulutus'.

eDaisy: <https://porvoo.daisynet.fi/eDaisy>

is an electronic service used by early childhood education services. Guardians can use it to apply for early childhood and pre-primary education, supply income statements and communicate about any changes to their need for early childhood education services. Using eDaisy requires strong identification via the Suomi.fi service using online banking codes or a mobile certificate. Notifications concerning early childhood and pre-primary education placement and payment decisions are sent and received via eDaisy.

- Applying to municipal early childhood education
- Signing up for municipal pre-primary education
- Applying for a service voucher for a private daycare centre
- Supplying income statements
- Submitting cancellation and change notifications



eDaisy-asiointi avaa ovet varhaiskasvatuksen palveluihin!

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Käyttäjän perustiedot DaisyNet Kirjaudu ulos

Hakemukset Viestit Päätökset

Muutosilmoitusta tehdessä klikkaa alasvetovalikosta ensin Muutosilmoitus, klikkaa täytä lomake, jonka jälkeen voit valita haluamasi muutosilmoituksen: osoitteen muutoksen, tuntirajavalintamuutoksen tai toiveen hoitopaikan vaihdosta.

Hakemukset Viestit Päätökset: 11

Varhaiskasvatuksen palvelut

Valitse...

Valitse...


- Varhaiskasvatushakemus
- Esiopetusilmoitus
- Muutosilmoitus
- Palvelusetelihakemus
- Tuloseelvitys
- Irtsanomislmoitus

Etsi:

Lapsen nimi || Hakemus jätetty || Hakemuksen tila || Päätökset

All placement and payment decisions made by early childhood education services are displayed in the 'Päätökset' (Decisions) section of eDaisy. Decisions will be made available for approval in eDaisy on the 'Hakemukset' (Applications) tab, where the application in question will have a green or red mark next to it for acceptance of placement.

The person who has submitted the application may accept the decision, if the application has been submitted via eDaisy. If the client has submitted the application on paper and the information on the application has been entered into the program on behalf of the client, the guardian marked as the "primary" guardian may approve the decision.

 eDaisy-asiointi avaa ovet varhaiskasvatuksen palveluihin! Porvoo Borgå

Hakemukset Viestit Päätökset: 3

Varhaiskasvatuksen palvelut

Valitse...

Hakemusjono

Näytä kerralla riviä Etsi:

Asianumero	Hakemuksen nimi	Lapsen nimi	Hakemus jätetty	Hakemuksen tila	Päätökset
<input type="text"/>	Esiopetusilmoitus	<input type="text"/>	09.01.2019	Odottaa huoltajan hyväksyntää <input type="checkbox"/>	Varhaiskasvatuspäätös 27.05.2019

Jätetty välillä

Näytetään rivit 1 - 1 (yhteensä 1)

DaisyNet: <https://porvoo.daisynet.fi>

is a communication channel for guardians and personnel for day-to-day matters. When signing in to DaisyNet for the first time, the guardian must use strong identification provided by the Suomi.fi service. After that, signing in to the DaisyNet service will either be verified by **strong identification** or **by using a user ID and password created for the guardian**, which can be changed by the user.

- Reserving care times and monitoring the amount of care time in real-time
- Attendance information
- Daily contact: communications and group-specific permission queries, notice board
- Updating basic information concerning the family: information about the child, such as allergies, person(s) allowed to pick up the child, general permissions

New user: When signing in to DaisyNet for the first time, please select: Ensimmäisellä kerralla kirjaudu **"TÄSTÄ"**
select: First time log in **"HERE "**



Tervetuloa Daisy Nettiin!

Ole hyvä, kirjaudu sisään.

Ensimmäisellä kerralla kirjaudu **TÄSTÄ**

Käyttäjätunnus:

Salasana:














Kirjaudu sisään

Unohtuiko salasana?

Sign in using strong identification by following the instructions.

Tämä on Suomi.fi-tunnistamisen asiakastestiympäristö. Teemme palveluun päivityksiä arkisin klo 11-12 välisenä aikana ja niistä saattaa aiheutua lyhyitä käyttökatkoja. Lisätietoja sivulla <https://esuomifi.palveluntarjoajille/tunnistaminen/asiakastestiymparistoon-liittyminen>.

Valitse tunnistustapa

 Varmennekortti	 Mobiilivarmenne	 Osuuspankki	 Nordea
 Danske Bank	 Handelsbanken	 Ålandsbanken	 S-Pankki
 Aktia	 POP Pankki	 Säästöpankki	 Oma Säästöpankki
 Katso OTP	 Katso PWD	 VETUPAS	

[Palaa palveluun](#)

After successful identification, you will see the message below with your user ID and the password selected for you. **Follow the instructions and write these down for future use.**

Tunnistautuminen onnistui!

Alla näet uudet tunnukset.
Kirjoita ne ylös jatkoa varten.

Käyttäjätunnus: nivala.pekka
Salasana: ip1Umqkb

Kirjaudu sisään

Select 'Kirjaudu sisään' (sign in) to move on to the *normal DaisyNet* view as a signed in user.

You can change **language** and your **password** in DaisyNet settings.

Please note! You will need the password given to you in the previous section to do this.



Please observe the criteria set for passwords in the instructions: At least 8 characters, one capital letter and one number

In connection with signing in to the system for the first time, the guardian must make sure that

- the child's basic information is up to date
- the information concerning the person(s) allowed to pick up the child have been recorded into the system
- the guardian's e-mail address has been recorded in the user information section.

In order for guardians to be able to receive messages regarding decisions made, for example, the guardian's e-mail address must be entered in the basic information concerning the child and e-mail notifications must be enabled. Information concerning the guardian with joint custody must also be entered in the child's basic information in order for the guardian with joint custody to sign in to DaisyNet and view information concerning the child.

In the future, the child's early education plan is also available for the guardian to complete in DaisyNet. Pictures of the child in early childhood education may also be uploaded into the development folder ('kasvunkansio') in DaisyNet, if the guardian has given permission to do so.

Guardians may choose to give the other guardian access to the information (Show information to other parent = Näytä tiedot toiselle huoltajalle). The child's information is always visible to both guardians.

The guardian must make care reservations through DaisyNet at least two weeks in advance, by Monday 10 am. Reservations can be made for recurring care times for a set time period or according to need. Care time reservations are made for at least one week at a time, but longer periods are recommended, if the need can be anticipated. Guardians are no longer able to make any changes to the plan after the week has been confirmed. **Each week is confirmed two weeks in advance on Mondays at 10 am.**

When making reservations, it is important to make sure that there is some kind of entry for each day. If the child has a day off, you must enter POISSA (absent).

The guardian registers the child onto an employee's phone using a personal ID tag when the child is brought to care and taken home. Each family is given two tags per child.

The software compares the reserved times to the actual care times and forwards the longer time to invoicing. If the child spends more time in care during the month than has been agreed in advance, the client fee for the month in question is raised to the following client fee level. The fee is then returned to the previous level for the next month. The agreement must be reviewed if the agreed care times are exceeded frequently.

Further information:

The supervisor and personnel at your daycare centre as well as the family daycare child minder will help you with using Daisy. If your issue is not resolved, please contact Daisy support at daisy@porvoo.fi