

What are the costs?

The following services are free (costs covered by LMU):

- consultation and placement services
- admission to *pme family service* lectures
- 30 days of backup child care per calendar year and family

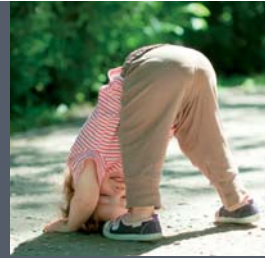
For the following services, you will need to cover at least part of the costs:

- placement of au pairs (200€)
- inhouse holiday programmes at LMU
- regular child care, e.g. babysitter, day care person or kindergarten
- all other services of *pme family service*

What do I have to do to use the services?

In order to use *pme's* services you need to fill out the certificate of eligibility (Berechtigungsschein) and get it signed and stamped by your supervisor or department. You can download the certificate from the following website:

www.lmu.de/excellent/familienservice



LMU

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Contact

■ *pme Familienservice GmbH*

Munich branch office
Theresienhöhe 13a
80339 Munich
Tel.: +49 (0)89 / 54 47 94 – 0
Fax: +49 (0)89 / 54 47 94 – 35
E-Mail: muenchen@familienservice.de
Website: www.familienservice.de/en/home

■ Toll-free hotline outside office hours (for emergency child care):

Tel.: 0800 – 80 100 70 80

■ Contact person at LMU

Rebecca Ruhnau
Office for Equality and Inclusion
Leopoldstraße 3
80802 Munich
Tel.: +49 (0)89 / 21 80 – 50 68
E-Mail: diversity@lmu.de
Website: www.lmu.de/en/familyservice

You can find additional information at

www.lmu.de/en/familyservice

Compatibility
of work and family life
Parental leave
Consultation
Holiday programme
Day care **Nursery**
Babysitter Au pair
Backup

FAMILY
SERVICE

for LMU Munich employees

Family Service

LMU Munich wants to support its employees in making career and family compatible. Therefore, LMU is cooperating with „*pme Familienservice GmbH*“ (*pme family service*), a nationwide service provider operating within the field of child care. Qualified staff advise and assist in developing individual child care solutions.

What does the service include?

The search for an adequate child care solution might take a lot of time and needs experience. Often parents lack the right contacts that lead to a quick and reliable solution. On the basis of individual consultation *pme family service* helps you to develop a child care solution which is tailored to your personal situation.

Available options are:

- day care person (Tagespflegeperson)
- child care at home
- child care in emergency situations (illness of the child, the regular care person or the parents)
- babysitter
- au pair

- public and private nurseries or daycare facilities for children from 0-3 years (Kinderkrippe), for children from 3-6 years (Kindergarten) and after school care (Hort, usually connected to a school or kindergarten)
- holiday programmes

In addition to personal consultation you can access several services (kita data base, information on talks, chat consultation etc.) via the LMU-specific *pme* portal „*Mein Familienservice*“. You can access it via LMU's portal for employees (please note that you need your campus identifier to login).

Backup child care

In emergency situations (e.g. illness of the regular care person or closing times of the regular care facility) you can use the backup facility of *pme family service* for children from 0-12 years of age. Each family has an allowance of up to 30 backup days per calendar year. The costs are carried by LMU.

Inhouse holiday programme

At LMU, inhouse holiday programmes for children from 3-12 years are offered in cooperation with *pme family service*. The holiday programmes take place on Pentecost (Pfingsten) and during two weeks of summer holidays. In case Easter is during lecture time, there is usually an additional inhouse holiday programme. The announcements for the holiday programmes are sent via „Infodienst“ and are listed on the Office for Equality and Inclusion's website.

Who is eligible to use *pme family service*?

All LMU Munich employees, the visiting professors and postgraduate fellows at LMU are eligible to use *pme family service*. Student and graduate assistants, assistant lecturers (Lehrbeauftragte), apprentices as well as the in Art. 14 Abs. 2 BayUniKlinG listed groups of people are not included except for professors and junior professors.

