

How do I enrol my child in a primary school?

You must register your child by 15 November of the year in which they are due to start school the following year. You will receive a letter from the city council about ten to eleven months before school starts. In this letter, you will be asked to enrol your child at a primary school. As parents, you decide which primary school you would like to enrol your child at.

Every child who has reached the age of six by the beginning of 30 September is required to attend school. This means that the birthday before or on 30 September is decisive. All children who turn six on 1 October or later are not required to attend school until the following calendar year.

Children who have reached the age of 5 at this time can be admitted to school at the beginning of the school year at the request of their legal guardians if they have the physical and mental requirements necessary for school attendance and are sufficiently developed in their social behaviour. These children are required to attend school upon admission. An official medical examination must be carried out before admission to school.

To enrol your child in a school, you will need the following documents:

- Your identity card, birth certificate or proof of arrival
- Certificate of registration
- All documents relating to your child (ID/passport, birth certificate, school reports, medical certificates, etc.)
- Please take your child to the school for enrolment.

Enrolment at primary school does not automatically mean that your child has been accepted. The head teacher decides on the actual admission to the school after the enrolment process has been completed. If the school is unable to accept all of the children registered, a selection process will take place. Criteria for selection are, for example, whether siblings are at the school or how far the journey to the school is.

The Schuleingangsuntersuchung

All children who come to school take part in the Schuleingangsuntersuchung screening. During this examination, it is determined whether your child is developing in line with their age and whether they have the mental and physical abilities to fulfil the requirements of primary school. You will be informed of the date for your child's examination by the public health department. The examination will be carried out by a doctor from Kinder- und Jugendgesundheitsdienstes. The head teacher will receive a brief written report on the results. A copy of the report will be given to you after the school entrance examination.

The first day of school

On the first or, at the latest, the second day of school after the summer holidays, the time has finally come. The children starting school are welcomed to the primary school. For your child and you as parents, this first day of school is a very special day. Each primary school organises this day and the school enrolment ceremony individually. Your primary school will inform you of the exact schedule.

What does your child need for school?

Your child will need materials such as textbooks and workbooks for school. Most of the books are provided free of charge by the school. As a rule, these books are borrowed. You must return them at the end of the school year. A smaller proportion must be purchased by you. In addition, there



are also work materials such as exercise books, paper or coloured pens and pencils. The primary school will provide you with information in good time.

The school bag

Children are proud of their school bag. They like to carry all their materials with them. Too often they come to class with a school bag that is so heavy that it can cause health problems (e.g. postural problems). The weight of the school bag should therefore not exceed 10 to 12 per cent of body weight. For example, a child weighing 25 kg should not carry more than 2.5 to 3 kg. The class teacher discusses with the children which teaching materials can remain at school or at home and only need to be taken along if necessary.

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