



The Bavarian school system

Compulsory education and cut-off date for school enrolment

All children must attend school in Germany. Any child that is 6 years old before/on 30th September must start school in the September of that year.

School Enrolment at an earlier date

A child that is not yet 6 years old on 30th September is allowed to start school. The school will check whether that child is able to participate in lessons satisfactorily. The decision to accept the child is taken by the school head teacher.

School Enrolment at a later date

A child that is already 6 years old on 30th September can postpone school enrolment for one year. For children born in July to September, this decision is taken by the parents who register their child and have been advised by the school. For all children born in January to June, this will be decided by the school head teacher.

School Catchment Area

Every child must attend the school in the area where he/she lives. If you do not know which school your child should be registered at, please ask the nursery school or the Education Authority for the City or District of Bamberg.

Attendance at a School outside the Catchment Area

Parents can apply to register their child at a school outside their catchment area if they have a very important reason. Application forms are obtained from the school. The Education Authority for the City or District of Bamberg will decide.

Transport Expenses

If the school is more than 2 km away from the child's home, the child can travel to school for free on the bus. Parents must apply for this service before the start of school. Application forms are obtained on the day of school registration.

Preparation in Nursery School

Take your child to nursery school regularly!

Nursery school supports your child's development and prepares him/her for school. Especially in the last year at nursery school your child will visit his/her future school and the library for example. Your nursery school teacher can also answer any questions about school enrolment.

Information Evening for Parents of Pre-schoolers

This evening will take place in your nursery school. Here you will be given information about official regulations, special school preparation at nursery school and the important dates for school enrolment.

German Language Improvement

Children who need help with the German language can receive a special pre-school language improvement course. It is particularly advisable for children whose parents do not speak German to attend this valuable course. It is also available for children who do not go to nursery school. Please ask at your primary school.

Parent-Teacher Dialogue and Final Meeting

You can ask your nursery school teacher about your child's stage of development throughout his/her time at nursery school. At the final meeting with the nursery school teacher you will fill out a form together, entitled "Information for the Primary School". You should take this form with you on the day of registration. Please use this opportunity to further your child's development at an early stage.

TIP! Watch out for notices at nursery school telling you the dates of the first parents' evening at school, the enrolment examination and the day of registration.

Preparation by the Parents

You can help also your child before he/she goes to school.

Reading and Speaking

Read to your child in German or your mother tongue. Show him/her that books are things to be treasured and make use of the inexpensive facilities at the library. Speak and play a lot with your child and let him/her help you with the daily chores. Ask your child questions and let him/her explain things to you.

Way to School

Practise walking to school or the bus stop with your child and show him/her how to behave along the way. If the way to school is longer than 2 km, your child can travel for free on the bus. (see Transport Expenses).

Presents on the First Day of School

It is customary for children in Germany to take a large cardboard cone to school with them on the first day. This cone is full of small presents and sweets given to the child by their parents or godparents. It is often possible to make the cardboard cone by hand at nursery school.

TIP!

It is super if your child can already do the following before starting school:

- get dressed and undressed alone, go to the toilet by him/ herself
- handle scissors, glue and pencils confidently.
- observe rules, listen to others, express his/her wishes, endure conflict and reconcile him/herself with others within a group.
- persevere at games
- complete his/her work.

School Enrolment

School enrolment normally occurs at the middle of March. You can find out when the exact date is from the nursery school or your future school.

Enrolment Examinations

This free examination by the Public Health Department is carried out at nursery school, or parents will be asked to an appointment at the Public Health Department. It is important that one parent is present during the examination. Proof of the doctor's U9 examination must be brought to the enrolment examination.

Registration at the School

One or both parents and the child must be present for the registration.

Trial Lesson

On registration day your child will take part in a playful one-hour lesson. The teacher will observe whether your child is able to participate satisfactorily.

Documents for Registration

- child's birth certificate
- child's resident permit/passport (if applicable)
- certificate of custody (where parents are separated)
- results of the enrolment examination by the Public Health Department (if already undertaken)
- proof of the doctor's U9 examination
- the form "Information for the Primary School" which was completed by the nursery teacher "

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Die vorliegende Broschüre ist in Zusammenarbeit mit dem Migranten- und Integrationsbeirat der Stadt Bamberg entstanden.

Sprache vorliegender Broschüre: Englisch
Diese Broschüre kann kostenlos im Bildungsbüro in folgenden Sprachen bestellt werden: Albanisch, Arabisch, Deutsch, Englisch, Französisch, Rumänisch, Russisch, Türkisch

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Useful Addresses

Department of Social Affairs for the City of Bamberg
→ **Education and participation**
☎ 0951 871520, ✉ BUT@stadt.bamberg.de

Office for Education for the City of Bamberg
☎ 0951 87-1437 oder -1438
✉ bildungsbuero@stadt.bamberg.de
🌐 www.stadt.bamberg.de/bildungsbuero

Advisory Committee for Immigrants and Integration for the City of Bamberg
→ **interpreter service**
☎ 0951 871870, ✉ mib@stadt.bamberg.de
🌐 www.mib.stadt.bamberg.de

Youth Welfare Office Bamberg
→ **Places in a ‚Hort‘, Summer holiday programme**
☎ 0951 871531, ✉ jugendamt@stadt.bamberg.de
🌐 www.jugendamt.bamberg.de

Education Authority for the City or District of Bamberg
☎ 0951 2974612, ✉ schulamt@stadt.bamberg.de
🌐 www.schulamt-bamberg.de

Asylum Counselling at Caritas
☎ 0951 2995720, ✉ fluechtlingsberatung@caritas-bamberg.de
www.caritas-stadt-bamberg.de/angebote/fluechtlingsberatung

Immigration advice for adults and children from Social Service (SkF) ☎ 0951 868512, ✉ migration@skf-bamberg.de
🌐 www.skf-bamberg.de/einrichtungen/hilfe-fuer-migrantinnen

Immigration advice from Workers' welfare association (AWO)
☎ 0951 91700936, ✉ verwaltung-msd@awo-bamberg.de
🌐 www.awo-bamberg.de/migration/migrationssozialdienst-msd

Family and Holiday Events
🌐 www.familie.bamberg.de
🌐 www.familienportal-bamberg.de

City of Bamberg Library
☎ 0951 9811913, ✉ info@stadtbuecherei-bamberg.de
🌐 www.stadtbuecherei-bamberg.de

School Enrolment - A Guide for parents



INFORMATION ABOUT STARTING SCHOOL

- preparation and registration
- parental duties
- child supervision after school and in the school holidays

Available in the following languages:



Changes once school has started

From the first day of school onwards, the family's daily routine often changes completely, especially for the child.

A normal School Day

As a rule, lessons begin at 8:00 and they end between 11:00 and 13:00 in the first grade. Your child should be at school about 15 minutes before lessons start. On average, the children have 23 lessons per week. At the beginning of the school year you will receive a timetable for your child.

School Holidays

There is a total of 14 weeks school holiday per school year. The head teacher will inform you about dates for the school holidays and school-free days.

Illness and Accidents

You must notify the school before 8:00 if your child is unwell and cannot attend school. Your child is insured on the way to and at school in the event of an accident. Please inform the doctor in such cases and let the school know because an accident report must be written.

School Trips

School trips are particularly important for the motivation of your child and his/her integration into the class. Therefore, please let your child participate. Financial help is available in needy cases. Your class teacher can help you with questions about this.

Parental Duties

Independence and Support

Your child will want to and should become more independent once he/ she attends school. However, the adjustment to school life is strenuous. There may be difficulties in adapting and then your child will require your loving support. Please give yourself and your child plenty of time for this new phase of life.

Homework

Your child should complete the homework independently if possible. You can help your child by asking him/her to explain the homework to you, even if you are not familiar with the course content. It is advisable to show interest and talk about school with your child. Don't forget to praise your child and be patient when he/she repeatedly makes mistakes or doesn't feel like doing homework. Your child will receive help when doing his/her homework during the extended midday supervision or at an afternoon supervision centre (Hort).

Learning Together

Take time every day, to playfully practise reading and doing sums, e.g. checking the grocery bill, listening to your child read from flyers or books or going to the children's theatre and talking about it afterwards.

Cooperation with the School

It is important that you keep in contact with the school and teachers. Attend the parents' evenings and teachers' consultation hours regularly. If you have language problems please take an interpreter with you. At the beginning of the school year, parental representatives for each class are elected. You can take part in these elections and get involved in the school-parent cooperation.

Afternoon and Holiday Childcare

All-day School in Bamberg

All-day schools will teach and supervise your child for the whole day (usually until 16:00). You may register your child there even if you do not live close by. Written homework is completed here at school. Attendance at the all-day school is free but the midday meal must be paid for by the parents. Financial support is possible from the Department of Social Affairs.

Midday Supervision

Nearly every Bamberg primary school offers midday supervision until at least 14:00. Your child can complete the homework and take part in extra free- time activities by registering for extended midday supervision (until 15:30 or later). Midday supervision is not offered during the school holidays as a rule. Fees for the supervision must be paid for by the parents.

After-school Supervision Centres (Hort)

These centres provide supervision until about 17:30. Lunch, homework supervision and free-time activities, and as a rule supervision in the school holidays are offered. Their fees are paid for by the parents and financial support may be possible from the Youth Welfare Office.

School Holiday Supervision

The yearly programme "Bamberg Holiday Adventure" covering all the school holidays is available from 1st February. In addition, the Youth Welfare Office publishes a Summer Holiday Programme at the start of the Whitsun Holidays (May/June).