

## Announcement for School Registration 2024

The School registration will take place on:

**Tuesday, 5<sup>th</sup> March 2024**

The schools set their own times.

As far as the infection situation permits and a school enrolment in presence will be possible, the schools will inform the parents of the relevant personal date for the school registration via the kindergartens or directly. If school enrolment in person is not possible for infection reasons, the exact procedure regarding the school registration must be requested from the responsible primary school. The obligation to participate in a procedure to determine school capability according to § 2 para. 3 GrSO does not apply.

### **The registration is compulsory**

The legal guardians are requested to submit their school-age children on this day for school visits. School children are all those who have completed the age of 6 by 30<sup>th</sup> September, i.e., who were born on the **30<sup>th</sup> of September 2018** at the latest.

**The children must be registered at the Primary/elementary school in their school district/border where they are resident.** This also applies if, for compelling personal reasons, you want to attend another primary school (with a so-called guest school application) or apply for a deferral from attending primary school. **Guest school applications are to be submitted on the day of the school registration. Guest school application submitted to the school after the 1<sup>st</sup> of April 2024 can only be considered if the pupil has newly moved in.**

Children who were deferred in the previous year must be registered again by presenting the deferral notice.

We also refer to the school regulations for primary schools in Bavaria, § 2 paragraph 3 sentence 5 and following. Here it states, among various other things: "The school may require participation in a procedure to determine school capability." (Sentence 5)

Legal guardians can be fined if they negligently or intentionally fail to register a school-age child without a legitimate reason.

**Also, legal guardians whose children were born in the so-called "school enrolment corridor" between 01.07.2018 and 30.09.2018 and who do not want to enrol their child in school are obliged to attend the school enrolment with their child.** The school advises the parents and gives them a recommendation. The legal guardians then decide whether their child will start school in the coming school year or in the following school year. If the parents do not submit a declaration by **April 10, 2024**, their child will be required to attend school in the coming school year.

### **School admission on request**

Children born between **01.10.2018** and **31.12.2018** may be enrolled in school if requested by the parents. In case of doubt the school will check the child's ability.

At the request of the guardian, children can also be enrolled in exceptional cases, if they were born after **01.01.2019**. Here a psychological examination is compulsory.

### School medical examinations in advance

- The school entrance examination takes place again and is carried out in the Erlangen-Höchststadt department of health. The legal guardians will receive a personal letter of invitation.
- The school entry examination is required by law and is therefore mandatory for all future first graders. It serves to determine the child's level of development, particularly with regard to school attendance.
- A confirmation will then be issued by the health department. This confirmation must be presented when you register for the school.

### The day of school registration

The legal guardians have to come to the respective school with the children. If you are prevented, you should instruct a representative to bring the children to school registration. Children who are in an orphanage can be registered by the head of the orphanage.

### Please bring the following.

- **birth certificate**
- **with foreign children, the passport is required.**
- **Confirmation from the health department for submission to the school**
- **possibly documents like the residence regulation and/or custody rights.**

### School registration at a Special Care School.

Children who are not able to attend or participate in a standard primary school due to the need of special care and attention or because of disability, can be registered in a public or private Special Care School. The school administrations of the Special Care School in Erlangen will counsel you and – if necessary – issue the necessary certificate to be able to register.

### Primary/Elementary Schools in the City of Erlangen.

Adalbert-Stifter-Grundschule Erlangen, Sieglitzhofer Str. 6  
Grundschule Erlangen – An der Brucker Lache, Zeißstr. 51  
Max-und-Justine-Elsner-Grundschule Erlangen-Bruck, Sandbergstr. 5  
Grundschule Erlangen-Büchenbach, Dorfstr. 21  
Grundschule Erlangen-Dechsendorf, Campingstr. 32  
Grundschule Erlangen-Eltersdorf, Tucherstr. 16  
Grundschule Erlangen-Frauenaurach, Keplerstr. 1  
Heinrich-Kirchner-Grundschule Erlangen, Dompropststr. 6  
Hermann-Hedenus-Grundschule Erlangen, Schallershofer Str. 20  
Loschge-Grundschule Erlangen, Loschgestr. 10  
Michael-Poeschke-Grundschule Erlangen, Liegnitzer Str. 22  
Pestalozzi-Grundschule Erlangen, Pestalozzistr. 1  
Grundschule Erlangen-Tennenlohe, Enggleis 6  
Friedrich-Rückert-Grundschule Erlangen, Ohmplatz 2  
Grundschule Erlangen-Mönauschule, Steigerwaldallee 19

### Special Care Schools in the City of Erlangen

Otfried-Preußler-Schule, Special Educational Support Centre in Erlangen, Liegnitzer Straße 24,  
Georg-Zahn-Schule, Support Centre for the Development centre with a focus on intellectual development,  
Schenkstraße 113

Erlangen, 30.01.2024

STADT ERLANGEN

A handwritten signature in blue ink, appearing to read 'F. Janik'.

Dr. Florian Janik  
Oberbürgermeister

STAATLICHES SCHULAMT  
IN DER STADT ERLANGEN

A handwritten signature in blue ink, appearing to read 'B. Zwingel'.

Birgit Zwingel, Schulamtsdirektorin  
Fachliche Leitung