

## Announcement for School Registration

School registration takes place in March every year. The responsible primary school will inform the legal guardians of the exact date and personal appointment directly or via the daycare center.

### The registration is compulsory

Guardians are requested to register their school-age children for school attendance on the fixed school enrollment day. All children who turn six on September 30th of the calendar year are required to attend school.

**The children must be registered at the Primary school in their school district 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 subsequently submitted to the school 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.

Children who **turn six between July 1st and September 30th** are in the school enrollment corridor. The start of compulsory schooling can be postponed by one year for these children. Children in the school enrollment corridor go through the registration and enrollment process at primary school just like all other children. Based on the knowledge gained, the school advises the parents and makes a recommendation.

Through the assessment of the primary school, the legal guardians receive important information about the child's level of development, any support needs and the support options at the school. The existing assessments by the day care center and the school entrance examination by the health department are thus completed from a school perspective.

Legal guardians must inform the primary school **in writing by April 10th** of the decision to enroll their child in school one year later.

### School admission on request

Children who were born between **October 1st and December 31st** and turn six in the year they start school can start school at the request of their parents. In cases of doubt, school readiness is checked by the school.

In exceptional cases, at the request of their legal guardians, children can also be enrolled in school if they were born **after January 1st** and reach the age of six in the school year in which they start school. A school psychology report is mandatory here.

### 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

STADT ERLANGEN

A handwritten signature in blue ink, appearing to read 'F. Janik' with a stylized flourish at the end.

Dr. Florian Janik  
Oberbürgermeister

STAATLICHES SCHULAMT  
IN DER STADT ERLANGEN

A handwritten signature in blue ink, appearing to read 'B. Zwingel' with a stylized flourish at the end.

Birgit Zwingel, Schulamtsdirektorin  
Fachliche Leitung