

Information concerning School Enrollment for the academic year 2024/25 on 13 March 2024

1. School Enrollment

In accordance with Art. 37 of the Bavarian Education and Teaching Act (BayEUG), at the start of the 2024/25 school year, all children must attend school who turn six by 30 September 2024 whose legal guardians have postponed the start of compulsory schooling by one school year in the previous year in accordance with art. 37 para. 1 sentence 1 no. 2 BayEUG (so-called corridor declaration) or have already been postponed once from admission to elementary school.

Mandatory schooling

For children who turn six in the period from 1 July to 30 September, the parents or legal guardians may postpone the start of mandatory schooling until the following school year. In such cases, the school will provide advice and make a recommendation based on the information obtained at the time of school registration. The decision to postpone the start of mandatory schooling by one year must be notified to the school in writing by the parents or legal guardians by 10 April.

Postponement of Admission

In the case of children who were born after 30 September 2018, parents may apply for their children to be admitted to their assigned elementary school earlier. For admission, all children born after 31 December 2018 require a school psychologist's opinion. The school principal shall decide whether a child will be admitted to the school. If an application for prior admission is denied, this is not equivalent to a deferment.

Prior Admission

The obligation to register at a school also exists if a deferral might be factor that is considered.

Deferral

A child who is at least six years old on 30 September 2024 may be deferred from elementary school admission for one school year if it is to be expected that the child will only be able to successfully participate in elementary school lessons one school year later or in accordance with art. 41 para. 5 BayEUG. The deferral should be ordered before the start of lessons (10 September 2024); it is permissible until 30 November 2024 if it only becomes apparent within this period that the conditions for deferral are met. The decision is made by the school management. The school must hear the parents/guardians before making the decision.

A deferment can also be made in the case of children who turn six in the period between 1 July and 30 September if the legal guardians do not, and/or have not postponed the start of mandatory schooling to the following school year.

The assigned elementary school can defer a child who has neither attended a day care center nor a preparatory course in accordance with art. 5 para. 3 of the Bavarian Integration Act and in instances where, upon school registration, it is found that the child does not have the necessary knowledge of German and oblige the child to attend a day care center with an integrated preparatory course in the next school year (art. 37 para. 4 BayEUG).

As a general rule, every child is required to attend the elementary school in the school district where he/she is resident (art. 42 para. 1 BayEUG) unless the child wishes to attend a state-recognized and/or state-licensed private elementary school. Each child must register at the elementary school for his/her district. Schools provide information about school districts and other school-related matters.

Assigned School

If the child is registered at a private elementary school, the responsible elementary school must be informed for reasons of monitoring compulsory school attendance.

Monitoring of Mandatory Schooling

In Munich, first-grader registration for the academic year 2024/25 will take place on

Wednesday, 13 March 2024

School Enrollment

When?

in all school buildings with an elementary school.

Where?

Your elementary school will tell you how school registration will be handled. If you are unable to attend, a person who has been authorized in writing can register your child at the school. Children, who for serious reasons are unable to be introduced personally on the day of registration, may be registered earlier at their assigned elementary school if an appointment has been made with the school headmaster/headmistress. Schools should be informed of the inability to attend in good time before 13 March 2024.

Personal Introduction

School registration requires submission of the necessary details concerning the child's identity. As the case may be, this must be proven using appropriate documents.

Documents

In case of doubt, decisions concerning child custody should be brought along.

Evidence from the Department of Health and the Environment concerning the school entrance examination must be submitted or sent later on by the beginning of the school year. Attendance is compulsory by law and takes place at the invitation of the Department of Health and the Environment within the last two years before admission to the first grade. Further information concerning the health examination can be found online at www.muenchen.de/rseu.

If possible, please additionally submit the handover form from your kindergarten.

For children who have been deferred from the elementary school in the previous year, the notice of deferment must be presented at the time of registration.

In accordance with the sect. 8 Elementary School Ordinance (GrSO), there are special remedial services for children whose knowledge of German is insufficient (German classes DeutschPLUS). Please refer to the elementary school in your district for further information.

Remedial Services for Children whose Knowledge of German Is Insufficient

School children with special educational needs fulfill their mandatory education by attending the general or special school. In the specific case, the legal guardians decide at which of the legal and actually available schools their child should be taught (art. 41 para. 1 BayEUG). School registration takes place at the district elementary school, private elementary school or at the special needs center according to the regulations of Grade School Ordinance - F (VSO-F).

Children with Special Educational Needs

Attendance of an elementary school with the profile 'Inclusion' can also be considered. For children outside of the district, assignment has to be applied for. The decision is made by the State Education Authority within the scope of the existing capacities.

The State Education Authority will form classes and instructional groups based on pedagogical and school organizational requirements.

Composition of Classes

2. Special Educational Services at Individual Schools

Linked all-day classes are currently offered at many public schools. You can ask whether these are on offer at your district elementary school.

**Linked Classes
During the Day**

The mandatory education is distributed over morning and afternoon sessions. Over the whole day, lessons change between exercise and study times as well as activities which promote sport, music and artistic work in a rhythmic daily routine. In addition to this, leisure activities and projects are offered by external partners. The linked all day classes take place on at least four weekdays, generally up to 4 p.m. With the exception of lunch and possible additional activities, the all-day classes are free of charge.

Many elementary schools offer open all-day classes. You can find out if open all-day classes are offered from your district elementary school. The open all-day classes follow on directly from scheduled lessons and offers a selection of leisure activities, mostly in groups that cover several classes or year groups e.g. sport, music and artistic activities. Depending on the form in which they are offered, the open all-day classes provide care up until 2 p.m. or 4 p.m. on at least 4 weekdays. With the exception of lunch and possible additional activities, the all-day classes are free of charge.

**Open Classes
During the Day**

The cooperative all-day education model (www.muenchen.de/rathaus/Stadtverwaltung/Referat-fuer-Bildung-und-Sport/Schule/Ganztag/kooperativer_ganztag) currently offers childcare until 6 p.m., including lunch, homework supervision and a wide range of educational activities, at 30 locations after classes and during vacations.

**Model Cooperative
All-Day Education**

The flexible option takes place after morning classes, while the rhythmic option is combined with lessons in the all-day class.

IPS Classes

Several elementary schools are so-called Innovative Project Schools (IPS), which offer an all-day concept in cooperation with the day care center.

Some elementary schools offer bilingual instruction in selected subjects.

Bilingual Classes

School enrollment must nevertheless always take place at the district elementary school, even if special educational provision is desired which the district elementary school does not provide.

The State Education Authority shall decide on a possible assignment to a primary school with the desired provision in accordance with art. 43 para. 2 BayEUG.

3. Childcare services

Various schools in Munich have a municipal day care center or cooperative all-day education (KoGa) attached to them, where the children are looked after by pedagogical specialists and supplementary staff after school hours. There is a fee for attending a day care center or KoGa. Information on opening hours, fees and discounts can be found on the Internet at www.muenchen.de, keyword: Tagesheim or Kooperative Ganztagsbildung. You can ask your local elementary school whether this service is available there.

**Day Care Centers
and Cooperative
all-day Education
Centers**

Registration is mandatory via the kita finder + on the website www.muenchen.de/kita or in the respective day care center (Tagesheim) or cooperative all-day education center (Kooperative Ganztagsbildung) until the day of school enrollment on

Wednesday, 13 March 2024

School enrollment always takes place at the district elementary school.

Within the framework of cooperative all-day education centers (KoGa-Kitas) Munich's municipal day care centers and day care facilities are facilities at state elementary school that offer educational and childcare services for children and young people during non-teaching hours.

A joint cooperation agreement between the State Education Authority and the Department of Education and Sport of the City of Munich ensures central forms of cooperation between teaching and educational staff.

Day care centers and cooperative all-day education centers (KoGa-Kitas) base their educational work on the contents of the Bavarian Education and Upbringing Plan (BayBEP) and the Bavarian Guidelines for the Education and Upbringing of Children up to the end of elementary school.

In addition, the basic standards for inclusive education, upbringing and care in the municipal day care centers and cooperative all-day education centers (KoGa-Kitas) ensure a uniformly high quality of educational work.

In order to meet the individual needs of the children and families in the school district, each day care center has its own educational concept and individual focus.

After-school care centers and/or children's centers with places for schoolchildren are set up in the catchment area of many elementary schools in Munich. Here, children also receive a lunch after the end of the lesson and are educationally provided for. After-school care centers and/or children's centers are extracurricular day care facilities for the regular education, upbringing and care of children; A fee is charged for attending them. Further information is provided to parents during the office hours of these facilities (generally on Tuesdays between 3 p.m and 5 p.m., except holidays and closures), as well as online at www.muenchen.de/kita.

After-school Care Centers

It has been possible to register at day care centers, after school care centers and/or children's centers for the academic year 2024/25 since September 2023

In addition to the particularly convenient option of registering their child themselves online via [kita finder+](#), legal guardians are still offered the secondary option of registering their child on site at the respective facility (without exception, this requires a prior telephone appointment with the facility). In addition to the municipal facilities, a large number of non-profit and other facilities also participate in [kita finder+](#). Information on [kita finder+](#) can be found on the Internet at www.muenchen.de/kita.

kita finder + for Day Care Centers, Cooperative all- day Education Centers and After- school Care Centers

The regular registration period for the 2024/25 day care year runs up to and including the deadline of 13 March 2024. On a general basis, registrations for after school care centers and day care centers for children are only accepted during the above-mentioned office hours by appointment on Tuesdays between 3 p.m. and 5 p.m. As such, the last opportunity for personal registration for these facilities is on Tuesday, 12 March 2024, between 3 p.m. and 5 p.m.; however, on the registration deadline of 13 March 2024, the [kita finder+](#) is available for independent registration.

Since the dates are limited, it is strongly recommended to register well before the deadline of 13 March 2024.

All registrations which are made personally at day care centers, cooperative all-day education centers and children's centers up to and including 13 March 2024 will be filed at the same time and treated equally.

At the city's day care centers, an appointment by phone is not necessary for the 13.03.2024.

The allocation of places in the institutions and subsequent information for the persons entitled to custody concerning the promise of possible places will then take place from 14.03.2024 at the earliest.

Lunchtime supervision can be set up at state schools as a form of social/recreational education-oriented care and this supports the educational work that takes place within the parents' home and the school. It takes place in rooms at the respective school or in the immediate vicinity of the school building.

Lunchtime supervision

The opening hours of the individual lunchtime supervision centers usually depend on the needs of the parents. The lunchtime supervision centers offer a range of services during the vacations depending on the concept of the provider and the demand at the school. The fees for lunchtime supervision are set independently by the respective provider.

Registration takes place at the respective school on the day of school enrollment or directly with the provider of lunchtime supervision.

4. Extracurricular provision

Are you interested in music?

The Municipal Singing and Music School offers courses in basic music education throughout the city. As of 01 March 2024, you will find the range of courses on our homepage www.muenchen.de/musikschule. You are welcome to apply and find a suitable course by 30 April 2024 and register your child at the music school. Our teachers look forward to welcoming your child to our music school.

**The Municipal
Singing and Music
School**

The city's School of Imagination offers primary school children a space to fantasize, discover and design. Artists help them develop their own ideas and implement them with different materials and techniques. Over time, the children playfully find their own aesthetic language. Doing fun things in the creative process promotes sensory perception and strengthens self-confidence..

**The city's School
of Imagination**

The courses take place in many of the city's elementary schools.

Registration forms are available from the school registration office (13 March 2024), on the Internet or through the office of the Städt. Schule der Phantasie, Bayerstr. 28, 80335 Munich, Tel. 233 84834 between 9:00 - 12:00. E-Mail: schule-der-phantasie@munichen.de
Information is available at: www.muenchen.de/schule-der-phantasie
Annual fee €140.00. A fee exemption is possible upon application.

5. Further information

Further information can be found in the "Announcement of School Registration", which will be published in the Official Gazette No. 5 of the City of Munich on 20 February 2024 and will be displayed in all school buildings from 20 February 2024.

**Official
Announcement**

This information is also available online at:

www.muenchen.de/rathaus/Stadtverwaltung/Referat-fuer-Bildung-und-Sport/Schule/Grundschulen

Internet

Staatliches Schulamt in der
Landeshauptstadt München
Schwanthalerstraße 40
80336 München

Landeshauptstadt München
Referat für Bildung und Sport - A-4
Grund-, Mittel-, Förderschulen und
Tagesheime
Bayerstr. 28
80335 München