

Reserved for our administration

Priority: 1 - 2

Form submitted on the: ___ / ___ / 2024



Service d'éducation et d'accueil Strassen

Enrolment renewal 2024-2025

- Please read the registration details on the last page -

Child information

SURNAME							
First name							
Social Security number							

Parents / legal representatives

Name :	Tél :	@ :
Name :	Tél :	@ :

Address:

N° :	Street :
L-	City :

Cycle to attend in 2024-2025

Cycle 1	Cycle 2	Cycle 3	Cycle 4
Précoce <input type="checkbox"/>	2.1 <input type="checkbox"/>	3.1 <input type="checkbox"/>	4.1 <input type="checkbox"/>
Préscolaire 1.1 <input type="checkbox"/> 1.2 <input type="checkbox"/>	2.2 <input type="checkbox"/>	3.2 <input type="checkbox"/>	4.2 <input type="checkbox"/>

My child/my children has/have siblings who are already attending the maison relais :

No <input type="checkbox"/>	Yes <input type="checkbox"/> If yes, in which cycle(s) : _____
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We certify that we have read the **internal rules and regulations 2024-2025** as well as their modifications and confirm the validity of the **documents**.

In case of any modification of the documents listed below, we ask you to send us these documents so that we can update your file.

Documents already transmitted	Modification
Direct debit order, fully completed and signed, for the new enrollments or if your bank details have changed (Annex 7)	O Yes* O No
If applicable, a copy of the judgment/summary judgment on parental authority	O Yes* O No
Copy of the child's vaccination card	O Yes* O No

* please do join the actual version

The documents below must be delivered

Certificate of affiliation to the CCSS (neither employment contract nor certificate from your employer please) of the persons invested with the right of education. This form can be requested at https://ccss.public.lu/fr/commands-certificats/particuliers/command-certificat-affiliation/command-certificat-affiliation.html
Annex 1 : Schedule sheet 2024-2025
Annex 10 : Consent for the taking and/or publication of images (photographs or videos) for minor children under the age of 13
Annex 11 : Authorization for the use of the Dimmi application

Allergies and/or food intolerances	A medical certificate attesting to allergies and/or intolerances has to be updated and delivered. <u>Food to be excluded:</u>
Diet (no pork, vegetarian,...) :	Please let us know which foods your child should not eat. We will do our very best to respect your request. <u>Food to be avoided:</u>
Specific needs / individual care	If yes , please have the Individualized Care Project (PAI) completed by your doctor and attach the corresponding Emergency Action Plan

Please complete :

I acknowledge / we acknowledge having received and read:

- The internal regulations of the *Service d'éducation et d'accueil* (download on www.ecoles-strassen.lu)
- The information sheet on the processing of personal data in the form of images (photographs or videos) taken by the Luxembourg Red Cross (annex 10)
- The general notice on the protection of personal data - *Service d'éducation et d'accueil* of the Luxembourg Red Cross (annex 12),

and expressly accept them.

I / we certify that the information provided in the enrolment form is complete, truthful and legal.

I / we expressly and explicitly consent to the child's health data provided above being processed by the *Service d'éducation et d'accueil*.

Enrollments containing incorrect information or that are incomplete will not be taken into consideration and may result in the exclusion of the child. The legal representatives are responsible for communicating any changes as soon as possible, in order to keep the child's file up-to-date.

Place and date: _____, ____/____/_____

Signature of legal representatives:

(Father, mother, legal representative) (Father, mother, legal representative)

Registration renewal details

- PLEASE READ CAREFULLY -

All children wishing to attend the Education and Care Service from September 15, 2024 must be registered using this registration form.

Complete registration files must be delivered by hand:

During the week from Monday 13 to Friday 17 May 2024
between 2 p.m. and 7:00 p.m.
at the ground floor of the Martyrs school

The deadline for submitting renewal forms is **Friday, May 17 at 7 p.m.**

Families wishing to register several of their children will have to submit the files to the respective counters for their children's cycles. Please allow for a longer waiting time.

The enrollments are prioritized according to the criteria listed in our internal rules and regulations and defined by the ministerial approval.

The families meeting the priority criteria will receive a confirmation of enrollment by July 1st 2024.

The families who do not meet the priority criteria will receive a confirmation/refusal of enrollment before September 1st 2024.

It is very important to inform us of any change in the family status or situation. This has a big impact on priority criteria.

The confirmation/refusal of enrollment will be send by email.

Attention 😊

Only the renewal forms submitted during the planned timetable (indicated above) will be taken in to consideration. Forms sent by email or dropped in the letterbox will not be applicable.

Only the complete enrollment forms (filled, signed and containing all the necessary documents) are accepted. Please make sure the file is complete before drop off.

Families who cannot be present – for duly justified reasons – during the registration week are asked to contact the secretariat(s) of the cycle(s) of their child(ren) in order to make an appointment for the delivery of the files. However, the appointment must be set for May 10, 2024 at the latest.