

99088050034000, 99088050034000

Enrollment of a child in elementary school

Heruntergeladen am 07.06.2025

<https://fimportal.de/xzufi-services/8664877/L100040>

Modul	Sachverhalt
Leistungsschlüssel	99088050034000, 99088050034000
Leistungsbezeichnung I	Enrollment of a child in elementary school
Leistungsbezeichnung II	
Typisierung	4 - Land: Regelung
Quellredaktion	Niedersachsen
Freigabestatus Katalog	unbestimmter Freigabestatus
Freigabestatus Bibliothek	unbestimmter Freigabestatus
Begriffe im Kontext	
Leistungstyp	Leistungsobjekt mit Verrichtung
Leistungsgruppierung	Schulangelegenheiten (088)
Verrichtungskennung	Aufnahme (034)
SDG-Informationsbereich	
Lagen Portalverbund	Schule (1030100)
Einheitlicher Ansprechpartner	Nein

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Fachlich freigegeben am	09.04.2021
Fachlich freigegeben durch	Lower Saxony Ministry of Culture
Handlungsgrundlage	https://voris.wolterskluwer-online.de/browse/document/cite/4886effa-9856-33d2-9b55-b8547c89a914 https://voris.wolterskluwer-online.de/browse/document/cite/3f76bfa4-4ec1-3491-9e89-07034b4c94b7 https://voris.wolterskluwer-online.de/browse/document/cite/07985685-f571-38a9-8f53-2b20fa85eb65 https://www.mk.niedersachsen.de/startseite/aktuelles/aktuelle_erlasse_und_gesetze/grundsatzerlass-die-arbeit-in-der-grundschule-233512.html https://voris.wolterskluwer-online.de/browse/document/cite/2d4bf3bb-93f0-34e5-9f3b-7dd434049282 https://voris.wolterskluwer-online.de/browse/document/cite/13b6ace3-a6fa-3644-9544-e5953ee72629 https://voris.wolterskluwer-online.de/browse/document/cite/4886effa-9856-33d2-9b55-b8547c89a914 https://voris.wolterskluwer-online.de/browse/document/cite/3f76bfa4-4ec1-3491-9e89-07034b4c94b7 https://voris.wolterskluwer-online.de/browse/document/cite/07985685-f571-38a9-8f53-2b20fa85eb65 https://www.mk.niedersachsen.de/startseite/aktuelles/aktuelle_erlasse_und_gesetze/grundsatzerlass-die-arbeit-in-der-grundschule-233512.html https://voris.wolterskluwer-online.de/browse/document/cite/2d4bf3bb-93f0-34e5-9f3b-7dd434049282 https://voris.wolterskluwer-online.de/browse/document/cite/13b6ace3-a6fa-3644-9544-e5953ee72629
Teaser	Your child is going to school. The journey there begins more than 1 year before the first day of school.
Volltext	<p>In Lower Saxony, elementary school comprises school years 1 to 4. In elementary school with an entry level, children in years 1 and 2 are taught in inter-year learning groups, which they attend for one to three years.</p> <p>School attendance is compulsory for your child. In Lower Saxony, children generally start school when they have reached the age of six by September 30th of a given year. This also includes children who have their 6th birthday on October 1.</p>

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Children born after October 1 (so-called "optional children") can also be enrolled; there is no special deadline for this. The head teacher decides on admission.

About 15 months before your child starts school, you will be asked to register

to the elementary school responsible for your child. The school authority - i.e. the town or municipality - or the elementary school will inform you of the exact registration date well in advance. Your place of residence determines which school(s) is/are responsible for you. You can obtain information on this from the school authority or an elementary school in your area.

In Lower Saxony, all children are examined by a doctor before they start school as part of the school entrance examination to check their development and state of health. This will identify your child's strengths and weaknesses relevant to school, advise you and, if necessary, recommend support measures for your child. Participation in the school entrance examination is compulsory for your child. You will receive an invitation.

Your school-age child can be deferred for one year if it is to be expected that he or she will not be able to successfully complete the first year of primary school or a special school. The child may be required to attend a school kindergarten if this facility is available in the area of the school authority. The decision to enrol or defer your child is made by the school management after consultation with you as a parent or guardian. In elementary school with an entry level, there should be no deferral.

If your child has its sixth birthday in the period from July 2 to October 1, you can postpone school attendance by one year by submitting a written declaration. This does not have to be justified (Flexibilization of the school enrolment date).

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Erforderliche Unterlagen	<ul style="list-style-type: none"> • Registration form from the relevant elementary school. You can pick up the form at the school beforehand or you can get it directly when you come to register. Sometimes you can also download the form from the school's homepage. • Vaccination certificate or medical certificate (measles protection) • Birth certificate of the child <p>after consultation with the school:</p> <ul style="list-style-type: none"> • If applicable, passport photo of the child for the school file • Certificate of registration, if applicable • Certificate of custody, if applicable <p>Power of attorney from one parent or guardian for the other, if applicable</p>
Voraussetzungen	<ul style="list-style-type: none"> • The place of residence is in Lower Saxony
Kosten	There are no fees.
Verfahrensablauf	<p>You must register your child in person at the elementary school responsible for you around 15 months before the start of school. You will often receive an invitation for this. Ask the school in advance what other forms you will need in addition to the birth certificate and immunization record.</p> <p>In addition, your child's school entrance examination will be carried out by the child and youth medical service of the public health department will take place. You will receive an invitation for this.</p>
Bearbeitungsdauer	<ul style="list-style-type: none"> • No processing time
Frist	<ul style="list-style-type: none"> • The registration date is announced by the school authority in the usual local manner, usually between December 1 and 8. Experience has shown that this will be in May/June of the year before the child is due to

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start school. • The informal declaration to postpone school attendance by one year must be submitted to the school by May 1 before the start of the school year in question.

weiterführende Informationen

Hinweise

Inclusion/ need for special educational support: In Lower Saxony, all schools are inclusive schools. They provide equal and barrier-free access for all pupils. Parents of pupils with special educational needs can decide whether their child should attend an elementary school or a special school. As the primary sector of special schools with a focus on learning has been phased out, all pupils with a need for special educational support with a focus on learning go to elementary school. In addition to the elementary school, the Regional State Offices for Schools and Education (RLSB) and the Regional Advice and Support Centers for Inclusive Schools (RZI) are the points of contact.

Language support: Since the 2018/2019 school year, the language development of all children who attend a daycare center has been observed, documented and supported in an integrated manner by social education specialists. At the latest at the beginning of the kindergarten year immediately preceding compulsory schooling, the child's language skills must be assessed, a development discussion must be held with the parents/guardians and, if necessary, individual and differentiated language support must be initiated. For children who do not attend a daycare center, the responsible elementary school determines the language skills as part of school enrollment and sets up language support measures for children who do not have sufficient German skills in the school year before school enrollment. This language support is legally enshrined in the Lower Saxony School Act and participation is compulsory for the children concerned (early compulsory schooling).

Responsible elementary school: If parents wish to attend a different elementary school for important

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reasons, an application for exemption must be submitted to the responsible elementary school. Irrespective of this, the child is first registered at the elementary school responsible for the school catchment area.

https://www.mk.niedersachsen.de/startseite/schule/unsere_schulen/allgemein_bildende_schulen/grundschule/

https://www.mk.niedersachsen.de/startseite/service/publikationen/schulwesen_in_niedersachsen/publikationen-das-schulwesen-in-niedersachsen-85885.html

https://www.mk.niedersachsen.de/startseite/schule/unsere_schulen/allgemein_bildende_schulen/grundschule/

https://www.mk.niedersachsen.de/startseite/service/publikationen/schulwesen_in_niedersachsen/publikationen-das-schulwesen-in-niedersachsen-85885.html

Rechtsbehelf

This administrative service does not constitute an administrative act. For this reason, there is no legal remedy.

Kurztext

- Enrolling a child in elementary school
 - In Lower Saxony, elementary school comprises grades 1 to 4.
 - School attendance is compulsory. It begins in the school year in which a child reaches the age of six by September 30.
 - Parents/guardians register their children at the elementary school responsible for them around 15 months before the start of the school year in which the children are required to attend school.
 - Children born after July 1 can be enrolled one year later at the parents' request. (Flexibilization of the school enrolment date)
 - Parents/guardians can apply for their child born after October 1 to be admitted to elementary school (optional child). The decision is made by the school management.
 - A school entrance examination takes place. This is organized by the public health department. Participation in the school entrance examination is compulsory for the children. Parents/guardians receive an invitation.
 - Responsibility lies with the elementary school in

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	whose school catchment area the child resides.
Ansprechpunkt	<ul style="list-style-type: none"> • Responsibility lies with the elementary school in whose school catchment area you live.
Zuständige Stelle	<ul style="list-style-type: none"> • Elementary school responsible • School entry examination: Child and youth medical service of the public health department
Formulare	<ul style="list-style-type: none"> • Forms can be obtained from the responsible elementary school or the school authority • Online procedure: no • Written form requirement: no • Personal appearance required: yes
Ursprungsportal	Enrollment of a child in elementary school, Einschulung eines Kindes in die Grundschule