



**ZÁKLADNÍ ŠKOLA a MATEŘSKÁ ŠKOLA TIP TOES s.r.o.,
Fakultní škola Univerzity Karlovy, Pedagogické fakulty**

Stará Boleslav, Lesní 1595,
IČO 24256510, IZO 181 060 647, Tel: 739047470, www.tiptoes.cz

Information on enrolment in early childhood education for the school year 2021/2022

According to the current measures, our school will proceed as follows:

Enrolment in early childhood education will take place **from 3 May 2021 to 14 May 2021**. Enrolment takes place in a distance form without the personal presence of children and legal representatives in the school.

Information about the organization and progress of the registration can be specified according to the current situation. If the Ministry of Education issues up-to-date instructions on enrolment in kindergartens, the school's procedure will be adjusted according to these instructions. Please follow the school's website <https://tiptoes.cz> for news of any changes.

Application

The application and the completed **Registration Sheet** of the child with a simple copy of the child's birth certificate can be delivered to our ZÁKLADNÍ ŠKOLA a MATEŘSKÁ ŠKOLA TIP TOES s.r.o. in the above term in the following ways:

1. to the school data box (ID eiejfj9)
2. by e-mail with a recognized electronic signature (you can not just send a simple email!) to the address office@tiptoes.cz
3. by post – to: ZÁKLADNÍ ŠKOLA a MATEŘSKÁ ŠKOLA TIP TOES s.r.o., Královická 915, 250 01 Brandýs nad Labem – Stará Boleslav
4. By personal submission - by throwing in a mailbox located at the entrance to the school

You can find the application forms and the child's registration sheet for download at <https://tiptoes.cz/britska-ms/zapis-a-open-day/>. Documenting the child's birth certificate is enough with a simple copy.

If the child is represented by a person other than his or her legal representative, it is also essential that he/she substantively represents the child.

Enrollment results

After receiving the completed documents, we will send your child's registration number to the email addresses/data box ID provided by you. This number will be published in the results of the minutes.



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Admission will be decided by the school head under the administrative procedure. You will not be notified about the result of your child's application. There will be two ways to find out:

- a list of children admitted and not admitted under registration will be found on the doors of the school building.
- the list will also be put on the school's website: <https://tiptoes.cz>

The lists will be up for 15 days from the publication date. The expected publication date is **20 May 2021**.

The acceptance of your child will be in accordance with § 67 para. 2 of Act No. 500/2004 Coll., the Administrative Code has been drawn up by a written decision, which will be part of your child's file at school. The decision will not be delivered in writing to the accepted children.

Those children not accepted for preschool education will be sent the decision.

Criteria for admitting children to early childhood education

Children will be accepted as a priority according to the conditions set out below until the capacity is filled:

- 1) children in the last year before the start of compulsory schooling, including children with postponement of compulsory schooling pursuant to § 34 para. 4 Education Act
- 2) children by age (taking into account the approaching period of compulsory primary schooling) according to the provisions of § 34 para. 4 of the Education Act, as well as:
 - siblings of children coming to kindergarten or primary school of the company ZÁKLADNÍ ŠKOLA a MATEŘSKÁ ŠKOLA TIP TOES s.r.o.
 - children of other applicants until the capacity of the nursery school is fulfilled
- 3) In case the number of children meeting each points' criteria in stipulated order exceeds the number of vacancies, the school principal sets deciding criterion as deciding by lots.

The criteria have been set in view of the focus of the nursery school to meet the legal requirements of compulsory early childhood education.

The criteria for preschool education of children are updated annually – in cooperation with company executives.



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Mgr. Jarmila Dvořáková
School director