

## Information for parents

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## Information for parents on the allocation of places in 2025

Dear parents,

A new childcare year begins in September 2025. Many of you would like to know as early as possible whether you can safely count on a place in a day care centre, kindergarten or after-school care centre.

In order to meet this need, the facilities of all providers will start allocating places **day care centres, kindergartens and after-school care centres in March 2025**. The first acceptance letters will be sent by e-mail or post on 14 March 2025.

Municipal facilities and independent providers can only allocate places at this early stage if they know for certain that they will actually become available in the coming childcare year.

However, experience shows that some parents only decide to withdraw their child from kindergarten or after-school care in the course of the early summer. Therefore, the facilities only know at a later date whether further places are available and can be allocated.

This means that places can still become available in April, May, June and July. All parents whose children can still be offered a place will receive an unsolicited confirmation of a place.

We would like to point out that the places are allocated directly by the respective facilities or providers on the basis of your reservations and not by the Parents' Service Centre (MeKi).

The criteria of the Youth Welfare Committee<sup>1</sup>, which were confirmed by the Municipal Council in April 2023, are definitive for the allocation of places in the municipal day care facilities and the school child care facilities.

If you have not already done so, please be sure to hand in a completed MeKi pre-registration form to the Parents' Service Centre (MeKi) **by 1 February 2025 at the latest**. Please also enclose all necessary supporting documents. You are also welcome to submit your registration online at [www.mannheim.de](https://www.mannheim.de/de/bildung-staerken/vormerkungen-fuer-die-be-treuung-von-kindern) (<https://www.mannheim.de/de/bildung-staerken/vormerkungen-fuer-die-be-treuung-von-kindern>).

Yours sincerely

Florence Beye-Mack  
Head of the Parents' Service Centre

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<sup>1</sup> [https://www.mannheim.de/sites/default/files/2023-08/Englisch\\_Vergabekriterien%20ab%20Sept%202023.pdf](https://www.mannheim.de/sites/default/files/2023-08/Englisch_Vergabekriterien%20ab%20Sept%202023.pdf)