

Uniform placement criteria for childcare facilities for children and for after-school care facilities for primary school children in Mannheim

(valid for placements from 1 September 2026)

The following placement criteria shall apply unless the childcare place is assigned to a child with a recommendation from the Social Services of the Youth Welfare Office (Jugendamt) pursuant to section 8a of Book VIII of the German Social Code (SGB VIII) within the framework of the protection concept, or to the child of a pedagogical professional, a childminder (Kindestagespflegeperson) providing care in other suitable premises, a person providing care for primary school children or a teacher at a Mannheim all-day primary school, where the child demonstrably has no other childcare option and the legal guardians would thereby be prevented from carrying out childcare activities for the municipal provider or another provider of a day-care facility, for childminding in other suitable premises (for under-three-year-olds) in Mannheim, at a Mannheim all-day primary school or at an institution providing care for Mannheim primary school children.

The persons mentioned here must be working at least 9.5 hours a week. To secure a full-day place or an afternoon childcare place at the school, evidence showing that the working hours extend beyond 1:30 pm on at least two afternoons is required. Proof shall be provided via a form signed by the employer.

1. Working hours

Average number of working hours per week

Single parents	Co-parenting parents	Credits
From 25 h	From 65 h	6
From 15 h	From 55 h	4
From 8 h	From 48 h	2

Employees are defined as all legal guardians who work at least 8 hours a week. The following groups of people are treated like employees (on a pro-rata basis):

- Jobseekers
- People who are currently enrolled in a training course, school or higher education
- People receiving benefits to assist with integration into the labour market within the meaning of Book II of the German Social Code (SGB II)
- People with severe disabilities
- People receiving a disability pension
- Registered carers who look after a person with at least care level 2.

Determination of the relevant working hours for employees and for persons treated like employees

Jobseekers

People who are registered as jobseekers are treated like employees working 20 hours a week, regardless of whether they are currently participating in a training programme. This also applies to people receiving benefits to assist with integration into the labour market within the meaning of Book II of the German Social Code (SGB II).

People who are currently in school, vocational training or higher education

People who are in school, vocational training or higher education are treated like employees working 39 hours a week.

People with severe disabilities

People with severe disabilities are treated like employees working 10 hours a week.

People receiving a disability pension

People receiving a disability pension are treated like employees working 10 hours a week. They are only available to the labour market to a limited extent.

Carers

Carers looking after a person with care level 2 are treated like employees working 10 hours a week. Carers looking after a person with a care level of at least 3 are treated like employees working 20 hours a week.

The total working hours of employees and/or persons treated like employees are added together. A single person can have a maximum of 45 hours of work.

2. Family situation

Single parent	Single parents receive 2 extra credits	2
Sibling	The sibling(s) is/are in care or is/are seeking care	1
	The sibling(s) is/are already being looked after at the same facility	1

3. Other criteria

Pupil	Year 1 pupil	in the 2026/2027 school year	8
	Years 1 and 2 pupils	in the 2027/2028 school year	8
	Years 1, 2 and 3 pupils	in the 2028/2029 school year	8
Pre-school child	Children who will reach school age in the coming care year and do not yet attend any educational establishment		11*
Child in final nursery year (transition to kindergarten)	Children who, at the time of starting kindergarten, are already being looked after in the same facility pursuant to the Baden-Württemberg Nursery School Act (KiTaG BW)		5
Child with a recommendation from Social Services	Children whose admission is recommended by the Social Services of the Youth Welfare Office (Jugendamt) in accordance with Section 27 of Book VIII of the German Social Code (SGB VIII)		11*

* A child may – where applicable – get credits either as a pre-school child or as a child with a recommendation from the Social Services of the Youth Welfare Office (Jugendamt) in accordance with Section 27 of Book VIII of the German Social Code (SGB VIII).

4. Procedure in the event of a tie

If, after applying the placement criteria, there is a tie, the date of birth of the child for whom care is sought will be taken into account. Priority is given to children as follows:

Date of birth
Factors considered in the event of a tie

Nursery/ kindergarten child	Older children have priority
Pupil	Younger children have priority