

Stadt Mannheim | FB 56 | Postfach 10 30 11 | 68030 Mannheim

Information for Parents

Florence Beye-Mack
Sachgebietsleitung Servicestelle Eltern
Q5, 22
68161 Mannheim
Tel.: 0621 293-3888
Fax: 0621 293-473859
meki@mannheim.de

15.11.2016

Information for Parents about Childcare Spots in 2017

Dear Parents,

In September 2017, the new childcare year begins. Many parents are looking for spot in a nursery school, kindergarten or in an after-school program and would like to know as early as possible if they have a spot.

In order to respond to this need, childcare centers are going to start allocating spots for **nursery schools and kindergartens** in February 2017. The first confirmation letters will be sent on March 10, 2017.

For after-school programs, vacant spots will be allocated at the start of March 2017. The confirmation letters will be sent on March 17, 2016.

At this early stage, city-run facilities and independent centers can only offer those spots that they know for sure will be actually available for the coming childcare year. Experience has shown that some parents only decide in early summer to deregister their child from kindergarten or an after-school program. For this reason, the centers only know later on if the spot is going to become available and can be offered to another child.



Wir haben gleitende Arbeitszeit.
Sie erreichen uns fernmündlich
Mo - Fr 9.00 - 12.00 Uhr sowie Mo,
Di und Do 14.00 - 15.00 Uhr.
Sprechzeiten nach vorheriger
telefonischer Vereinbarung

Q 5, 22, 68161 Mannheim
Telefon 0621 293-0 (Zentrale)
www.mannheim.de
Gläubiger-ID
DE17ZZZ00000131389

Seite 1/2

Sparkasse Rhein Neckar Nord
BLZ 670 505 05 | Kto.-Nr. 302 013 70
BIC: MANSDE66XXX
IBAN: DE63 6705 0505 0030 2013 70

This means that in the months of April, May, June and July spots can still become available. Every parent whose child receives a spot will receive written confirmation by letter mail.

We would like to point out that spots are allocated on the basis of the MeKi form (*MeKi-Bögen*) by the childcare center in question.

When it comes to allocating spots for city facilities and childcare centers for school-aged children, the criteria¹ of the *Jugendhilfeausschuss* (Youth Welfare Committee) confirmed by town council in September 2012 are relevant.

If you have not already done so, please submit a completed *MeKi* form by **February 15, 2017 at the latest** to the *Servicestelle Eltern (MeKi)*. Please also include all the required supporting documents.

Yours sincerely,

Florence Beye-Mack
Sachgebietsleitung Servicestelle Eltern

¹ http://www.mannheim.de/sites/default/files/page/31447/plakat_vergabekriterien_28_11_2012_d.pdf