



Dear _____,

On the _____, your child participated in a language skills assessment, which was carried out using the “Deutsch Plus 4” assessment tool.

This assessment has shown that your child has special language training needs and still requires assistance in the development of their language skills. Targeted language training is thus required for your child, in accordance with Sect. 55 (2) sentence 3 of the Schulgesetz [School Law].

You are obliged to have your child participate in pre-school language training 18 months before they start school, i.e. starting on _____. Your child is obliged to participate in the language training for five hours a day, five days a week. The language training is free of charge for you. Your child can have lunch at the facility during this time, for which you pay 23 euros per month.

For children from low-income families who are entitled to benefits from the Bildungs- und Teilhabepaket (BuT) [Education and Participation Package], the monthly contribution for lunch is waived. Further information on the Bildungs- und Teilhabepaket is available on the website <https://www.berlin.de/sen/bjf/en/family-and-children/the-educational-package/>.

The language training takes place at a pre-school language training facility. You will receive a language training voucher in another letter.

A list of facilities where a language training voucher can be redeemed is enclosed with this letter. The nursery school teacher who carried out the language skills assessment can inform you about suitable facilities in your district. Please register your child (by presenting this letter) at one of the facilities from the enclosed list by _____.



Please hand in the language training voucher at the facility. The facility will then conclude a contract with you. Alternatively, I recommend that you assert your legal claim to a place in a Kita [nursery] and redeem a voucher for this at the Kita of your choice.

In this case, you merely have to pay for the costs for lunch amounting to 23 euros per month. You will have received the application for a place in a Kita from the nursery school teacher after the language skills assessment. The nursery school teacher will be happy to help you fill out the application. Please hand in the completed application to your responsible youth welfare office.

If, contrary to my information, your child already attends a publicly funded Kita, please inform me immediately. For this purpose, you can send a photo of the Kita certificate or the childcare contract to the above email address.

You can file an objection against this notice in writing or for the record at the Bezirksamt [District Office] _____ within one month after you have been notified. You can also send the objection electronically via email with a qualified electronic signature (email with qeSignatur). This can be sent to the email address indicated in the letterhead.

As a precautionary measure, I would like to point out that according to Sect. 126 (1), sentence 5 of the Schulgesetz, it is an administrative offence to intentionally or negligently violate the regulations on participation in language skills assessments or pre-school language training according to Sect. 55 (3) of the Schulgesetz.

The administrative offence may be punished with a fine of up to 2,500 euros according to Sect. 126 (3) of the Schulgesetz.

Furthermore, I reserve the right to make use of the means of administrative enforcement law if the conditions are met.

Yours faithfully,

On behalf of

(This letter is computer-generated; no signature is required.)

Enclosed: List of day-care facilities, information sheet