



## Leaflet for pre-school language training

The language skills assessment has revealed that your child requires pre-school language training. Pre-school language training assists children in improving their language skills before starting school. A child's successful participation in the classroom depends to a large extent on whether they have sufficient knowledge of German. This leaflet will give you information about the procedure and the conditions of pre-school language training.

1. Pre-school language training generally takes place during the last 18 months before the start of regular compulsory school education (from 1 February to 31 July of the following year) at a day care centre selected by the parents. The scope is five hours a day, five days a week. The actual hours of language training will be communicated to parents via the day care centre. The language training is free of charge. A separate contract will be concluded for lunches. Lunch costs 23 euros per month. For beneficiaries of the Education and Participation Package, the monthly contribution for lunch is waived upon presentation of the "berlinpass-BuT".
2. Language training also takes place during school holidays, but not during the host centre's closing hours. During the day care centre's opening hours, children may be temporarily absent on special request, though only with good cause.
3. Pre-school language training is carried out on a daily basis as stipulated by the Berlin Educational Program for Day Care Centres and Children's Day Care. You can receive information about the Berlin educational program in the day care centre of your choice.
4. Because pre-school language training can only be successful if children take part in it every day, it is imperative that parents bring their child to or pick them up from the language



training on time. If children are brought to or picked up from the pre-school language training with a substantial delay on a regular basis over a longer period of time, and a consultation with the legal guardian does not lead to an improvement in the situation, it can result in a representative of the Supervisory School Authority (Schulbehörde) informing you that the child can no longer attend the day care centre. Having received this notice, the supervisory school authority must ensure that the obligation to pre-school language training can be provided in another day care centre within four weeks.

5. Regular attendance at the pre-school language training is mandatory. If a child does not attend pre-school language training without any excuse for 10 consecutive days, the day care centre shall notify the Supervisory School Authority immediately. The same applies if a child is absent during the day care centre opening times for more than six weeks of the year (sick leave excluded). The legal guardian is responsible for their child taking part in the pre-school language training in accordance with § 55 (3) of the Schulgesetz [School Law]. If the legal guardian disregards this obligation and has not registered their child at a publicly funded youth welfare services day care centre, in child day care or another day care centre approved by the Education Authorities (Schulaufsichtsbehörde), they will face a fine of up to 2,500 euros and/or a penalty payment.

6. Please let the day care centre know how you or another person would like to be notified in the event of a sudden illness or an accident. If there is any change in your contact details, please report them.

The leaflet was handed over to the parent/legal guardian or other on .....

I hereby confirm to have read and understood the leaflet.

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Date    Signature(s) of the legal guardian(s)