

Enrolment renewal

School year 2024- 2025

Dear Parents,

In order to simplify the enrolment procedure for children who are already registered, active files can be transferred to the next school year, as of September 15, 2024. We kindly ask you to confirm that you wish to renew the enrolment for the school year 2024/2025 by returning the attached *renewal form* duly signed and dated.

We also ask you to inform us of any changes necessary in order to keep your file up-to-date and to check the validity of the documents listed on the attached sheet.

Fritscher Melissa,
Person in charge of the Maison Relais Ettelbruck

Enrolment renewal School year 2024-2025

CHILD

SURNAME			
First Name			
Social security number	<input type="text"/>	<input type="text"/>	<input type="text"/>
Address	L-	City	
	Street		N°
Enrolment type	Regular <input type="checkbox"/>		Irregular <input type="checkbox"/>

CYCLE CURRENTLY ATTENDED

School Cycle	Cycle 1	Cycle 2	Cycle 3	Cycle 4
Currently attended cycle (Please do not tick anything if the child does not go to school yet)	<u>Boeschel</u> Précoce <input type="checkbox"/> Préscolaire : 1.1 <input type="checkbox"/> 1.2 <input type="checkbox"/>	2.1 <input type="checkbox"/>	3.1 <input type="checkbox"/>	4.1 <input type="checkbox"/>
	<u>Dr Klein</u> Précoce <input type="checkbox"/> Préscolaire : 1.1 <input type="checkbox"/> 1.2 <input type="checkbox"/>	2.2 <input type="checkbox"/>	3.2 <input type="checkbox"/>	4.2 <input type="checkbox"/>

Documents	Modification
Employment certificates of the persons having parental authority, attesting that they are in paid employment and indicating the weekly working hours, or a proof of registration at the ADEM.	<input type="checkbox"/> Yes <input type="checkbox"/> No
Direct debit order , duly completed and signed, if your bank details have changed.	<input type="checkbox"/> Yes <input type="checkbox"/> No
If applicable, a copy of the judgment / summary judgment on parental authority .	<input type="checkbox"/> Yes <input type="checkbox"/> No
If applicable, a copy of the child's vaccination card .	<input type="checkbox"/> Yes <input type="checkbox"/> No

The following documents **must be updated**:

- **Annex 1 or 1a:** Attendance sheet
- **Annex 9:** Authorization for the taking and/or publication of images (photographs or videos)
- **Annex 10:** No re-billing in the event of failure to renew the service contract
- **Certificates of employment** for persons with educational rights, attesting to salaried employment and weekly hours worked, or proof of registration with ADEM.
- Where applicable, a **medical certificate attesting to allergies and/or intolerances**.
- For children with special health needs, the **Individualized Care Project** and the **Emergency Action Plan**.

We agree to the renewal of our child's registration:

Place and date: _____, the ____ / ____ / _____

Signature of the legal representative(s): _____

¹ If mother/father is not the legal representative, proof of the judgment is required/ summary

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