

99041004034000, 99041004034000

Enroll a child in daycare

Heruntergeladen am 08.07.2025

<https://fimportal.de/xzufi-services/503945331/L100040>

Modul	Sachverhalt
Leistungsschlüssel	99041004034000, 99041004034000
Leistungsbezeichnung I	Enroll a child in daycare
Leistungsbezeichnung II	
Typisierung	3 - Bundesaufsichtsverwaltung: Regelung
Quellredaktion	Niedersachsen
Freigabestatus Katalog	unbestimmter Freigabestatus
Freigabestatus Bibliothek	unbestimmter Freigabestatus
Begriffe im Kontext	
Leistungstyp	Leistungsobjekt mit Verrichtung
Leistungsgruppierung	Familienförderung (041)
Verrichtungskennung	Aufnahme (034)
SDG-Informationsbereich	
Lagen Portalverbund	Kinderbetreuung (1020200)
Einheitlicher Ansprechpartner	Nein
Fachlich freigegeben am	29.06.2023

Modul	Sachverhalt
Fachlich freigegeben durch	Lower Saxony Ministry of Education and Cultural Affairs
Handlungsgrundlage	https://voris.wolterskluwer-online.de/browse/document/cite/2d4bf3bb-93f0-34e5-9f3b-7dd434049282 https://www.gesetze-im-internet.de/sgb_8/BJNR111630990.html#BJNR111630990BJNG000506140 https://voris.wolterskluwer-online.de/browse/document/cite/2d4bf3bb-93f0-34e5-9f3b-7dd434049282 https://www.gesetze-im-internet.de/sgb_8/BJNR111630990.html#BJNR111630990BJNG000506140
Teaser	Do you want to enroll your child in day care? The education, upbringing and care of your child takes place in crèches, kindergartens, after-school care centres or by day care providers.
Volltext	<p>Day care for children and day care facilities for children serve to educate, educate and care for your child.</p> <p>From the age of one to the age of three, every child has an individual legal entitlement to needs-based education, upbringing and care in a day-care centre or day-care centre.</p> <p>A child is entitled to support in a day-care centre from the age of 3 until they start school.</p> <p>For school-age children, a needs-based offer must be provided in a day-care facility.</p> <p>The child can be cared for in case of special needs or in supplementary day care.</p>
Erforderliche Unterlagen	<ul style="list-style-type: none"> • Certificate of medical examination and medical vaccination consultation <p>Children from the age of one:</p> <ul style="list-style-type: none"> • Proof of measles protection: vaccination card or medical certificate • Certificate of employment, if applicable • If applicable, self-declaration to determine the fees <p>The competent authority may request further</p>

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	documents.
Voraussetzungen	<p>Parents should contact the responsible office in good time to find out whether and which free childcare places are available and how to register.</p> <p>Personal contact or getting to know each other personally between you, your child and the day-care centre is usually offered before registration.</p> <p>The places in the day-care centres are usually allocated for the new kindergarten year (01.08. of a year). . Places for the new kindergarten year are often allocated in the spring of each year. Other times for registration and admission are also possible.</p>
Kosten	<p>Costs (fees, expenses, etc.): variable</p> <p>From the first day of the month in which they reach the age of three until they start school, children are entitled to free support in a day-care centre for up to eight hours a day).</p> <p>In addition, cost contributions can be set by the respective sponsors / municipalities on a staggered basis. The cost contribution may depend, among other things, on</p> <ul style="list-style-type: none"> • from the income of the parents, • the number of children in a family, • from the childcare time. <p>The cost contribution can be waived if you have a low income.</p> <p>If you cannot afford to have your child cared for in a day care facility or by a childcare provider due to your financial circumstances, you can contact your youth welfare office. Depending on the individual case, you can apply there for a partial or full refund of the parental contributions.</p>
Verfahrensablauf	<ul style="list-style-type: none"> • Contact the municipality or the local youth welfare office to find out about childcare options in your area. • Get in touch with the management of the desired

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facility or the childcare provider.

- Inquire about the childcare hours, the conceptual focus, the cost of care, the offer of a meal, etc.
- Clarify the exact registration procedure and the registration deadlines on site.
- Find out if you can enroll your child in multiple facilities.
- You will receive a medical examination form from the institution you choose (or from its sponsor). Have it completed by the examining physician. The medical certificate should confirm that there are no objections to visiting the facility.
- Prior to admission, a supervision contract will be concluded with you. It contains legal agreements, for example on daily childcare hours, childcare costs and notice periods.
- Note: In the case of children with a disability, it is advisable to contact the institution and its sponsor to clarify any additional support that may be required.

Bearbeitungsdauer

Frist

The local authorities may stipulate that a child's entitlement to support in a day-care centre or day-care centre must be asserted within a specified period of not more than three months. Special cases of hardship are excluded from this.

weiterführende Informationen

<https://bildungsportal-niedersachsen.de/fruehkindliche-bildung>
<https://www.mk.niedersachsen.de/kita-publikationen/publikationen-kindergarten-kindertagesstaetten-85728.html>
https://www.mk.niedersachsen.de/startseite/service/publikationen/mehrsprachige/publikationen/mein_kind_in_der_kindertageseinrichtung/mein-kind-in-der-kita-215688.html
<https://bildungsportal-niedersachsen.de/fruehkindliche-bildung>
<https://www.mk.niedersachsen.de/kita-publikationen/publikationen-kindergarten-kindertagesstaetten-85728.html>
https://www.mk.niedersachsen.de/startseite/service/publikationen/mehrsprachige/publikationen/mein_kind_in_der_kindertageseinrichtung/mein-kind-in-der-kita-215688.html

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	5688.html
Hinweise	
Rechtsbehelf	Complaint
Kurztext	<ul style="list-style-type: none"> • Day care facilities for children and day care for children • From the age of one to the age of three, every child has a legal right to needs-based education, upbringing and care in a day-care centre or day-care centre • A child is entitled to support in a day-care centre from the age of 3 until they start school. • Information about the locally available day-care centres or day-care providers can be obtained from the local municipality or city administration or from the local youth welfare office.
Ansprechpunkt	Information about the day-care centres or childcare centres available in your municipality (locations/registration procedures/concepts) can be obtained from the local municipal or city administration or the local youth welfare office.
Zuständige Stelle	
Formulare	
Ursprungsportal	Enroll a child in daycare, Kind in Kita anmelden