

Ecole Théorique :
«École_théorique_selon_résidence»

«Responsable_1»
«Responsable_2»
«Adresse»
L-«Code_postal» Luxembourg

Luxembourg, 30 January 2024

Subject: Registration/Pre-registration of your child(ren) in the *foyers scolaires* of the City of Luxembourg for the 2024-2025 school year

Dear parents,

Read on for important information about registration for the 2024-2025 school year, which will take place:

For pupils of Cycle 1.0 (early education): from Monday, 15 April to Friday, 26 April 2024
For pupils of Cycle 1.1 (Spillschoul) to Cycle 4.2: from Monday, 26 February to Friday, 29 March 2024

- The admission and enrolment procedures for the City of Luxembourg's *foyers scolaires* for the 2024-2025 school year are detailed in the document "Policies and procedures of the City of Luxembourg's *foyers scolaires* 2024-2025". This document will be available at www.foyers-scolaires.lu as of **19 February 2024**.
- In order to schedule an appointment and determine which enrolment type is most suited to your situation, please contact the head (*chargé(e) de direction*) of the *foyer scolaire* in your neighbourhood (see enclosed the list with the contact details) **as early as possible, but no later than Friday, 29 March 2024**.
- The following documents are needed to enrol:
 - A copy of the child's registration with the childcare service voucher scheme (*Contrat d'adhésion au chèque-service*). This document is required to open or update your child's personal file.
 - A social security certificate for the parent(s)/guardian(s)/legal guardian(s) (this document can be obtained free of charge at www.ccss.lu / www.Myguichet.lu)
 - Employees of the European Union institutions and parents/guardians working abroad may submit a certificate of employment instead of a social security certificate.
- The date of your appointment has no bearing on the priority level given to your application.
- According to the terms of admission and priority criteria outlined in the document "Policies and procedures of the City of Luxembourg's *foyers scolaires*" for 2024-2025, and depending on the places available at each foyer, your child will be either granted admission or placed on a waiting list. Parents will be informed of their child's admission status in mid-June 2024 in most cases.
- For reference during the school year, please take note of the 2024-2025 registration calendar and the list of contact details for the City of Luxembourg's *foyers scolaires*, both enclosed with this letter.
- Please note that the *foyers scolaires* are open during the school holidays, **except for the week between 24 December 2024 and 1 January 2025 inclusive**. Please always be sure to check the opening times of your child(ren)'s *foyer scolaire* during the school holidays, as these may vary depending on the child's cycle and/or the Aktioun Bambësches project.
- Exceptional closure: the weekday before the first day of the school year, namely **Friday, 13 September 2024**.
- Exceptional single "Foyer vacances" day: Saint Nicholas' Day, on **Friday, 6 December 2024**.

For your information: With regard to school registrations (cycle 1.1), the SCHOOL – Service (ENSEIGNEMENT) will send you a letter during the week of February 26, 2024.

Yours sincerely,



Björn Poels
Head of Department