

**Notes on the "Application for admission of a child to another elementary school
for the school year 2021/2022 for the**

Quentin-Blake-Grundschule

(German-English European State School Berlin)

Dear parents,

You have decided not to enroll your child in the school in your area and have applied for admission of your child to Quentin Blake Elementary School (SESB).



Beispiel der vollständigen Grundschule

Kopie des Antrages erhält:
- die gewünschte Schule
- Erziehungsberechtigte(r)

Antrag
Zur Aufnahme eines Kindes in eine andere Grundschule

An das Bezirksamt

Kind

In general, you have the possibility to name several schools in your application. However, you must be aware that equal consideration is not possible at several public elementary schools. If you name more than one school in your application, you must therefore state a clear priority of your wishes (first wish, second wish, third wish).

! **It should be noted that in case of equal suitability, applicants with a first wish for an SESB will always be considered before those applicants who have named this SESB only with lower priority** !
- i.e. second wish etc.



If the demand for the SESB you require exceeds the existing capacities, a selection procedure will be carried out. The **admission criteria** for the above-mentioned Staatliche Europa-Schulen Berlin are regulated in the **Regulation on Admission to Schools of Special Educational Character** (Aufnahme VO-SbP).

The SESB only accepts children who have a command of German or the respective non-German language as their mother tongue according to their age, as well as bilingual children who meet the requirements of sentence 10 number 3 (minimum suitability). The language skills determined at the time of the examination are decisive. This means that, unless corresponding knowledge has been demonstrated in the test, **re-testing** in accordance with the admission VO-SbP **is generally not permitted and will therefore not be performed**.

Before admission, the applicant must prove that he/she has the necessary skills to meet the requirements. The school will inform you of the date for the assessment of the language skills of the respective language group.

When registering, applicants are required to allocate their application to one of the three language groups. The children are tested accordingly:

- 1. registration in language group "Native Speaking German Children" - mother tongue test GERMAN**
- 2. registration in language group "Native Speaking English Children" - mother tongue test ENGLISH**
- 3. registration in language group "Bilingual Children" - mother tongue test GERMAN and partner tongue test ENGLISH or mother tongue test ENGLISH and partner tongue test GERMAN (2 tests)**

As a parent, you must decide which language group your child will be tested for and then be considered in the further selection process. The assignment for the language groups German and English is final, a change of language groups is not possible after the test has been completed. If your child is tested in the bilingual language group and does not speak the other language at a level close to that of a native speaker, he or she will automatically be assigned to the native German or English language group.

Native language skills are present in children who score at least 80 percent of the possible points on the test, and approximately native language skills are present when at least 60 percent of the possible points are achieved.

The children tested as suitable are divided into one of the three language groups described below according to their proven language competence:

1. **children who have a command of the German language at a mother tongue level**
2. **children who have a command of the non-German partner language at mother tongue level and**
3. **children who speak one partner language at a mother tongue level and the other language at least approximately at a mother tongue level (bilingual children).**

There are basically the same number of places available for each language group. Places that are not assigned within a language group are assigned equally to the other two language groups.

If the number of registrations exceeds the number of available places, the selection will be made separately according to the three language groups mentioned above. Admission will be based on the following criteria in graded order of priority:

1. **children whose siblings are already in the SESB at the same location or are being taught in the same language combination at another SESB primary school location.**
2. **children who become subject to compulsory schooling according to § 42 paragraph 1 SchulG and children who are registered according to § 42 paragraph 3 SchulG.**

If there is sufficient demand, the decision will be made by drawing lots from equally qualified applicants within the respective contingent.

Please note in the following:

If your wish to attend another elementary school is not fulfilled your child will be registered at the responsible elementary school according to § 4 Abs. 4 of the Grundschul-Regulation (GMO) as follows:



Initially, all children from the school's own enrolment area will be admitted to the appropriate school within the limits of the admission capacity, and their legal guardians - **exclusively!** - wish to attend this school. **Only then**, if there are still free school places available, will the children from the school area be accepted who have not been given a place at another school of their choice. In case of an over demand of children from the own school area, who have been registered exclusively for this school, those applicants from the own school area, who have not received a place at a desired other school, will receive a school place offer at a nearby school.

Applicants who are moving to Berlin during the current admission process will be informed in a separate information flyer (Zuzug).

If you still need clarification regarding the registration of your child or the selection procedure, the local school authorities will be happy to provide you with further information:

Office : **Kirchstr. 1/3, 14163 Berlin**
E-Mail : **schul-org@ba-sz.berlin.de**



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Ms. Prüßner
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Mr. Starke
Tel. (030) 90299-6485

Berlin, September 2020

Local school authorities
- Schulamt (School authority) Steglitz-Zehlendorf -