



## New application procedures for daycare centers in 2016

The Office for Youth and Family Affairs of the city of Oldenburg has developed a new application procedure for daycare places in Oldenburg. Starting 01.01.2016, applications for a daycare in the years 2016/2017 may only online be done through the page: <http://oldenburg.betreuungsboerse.net>  
Parents who do not have online access can apply directly in the service office for daycare registration.

### Process of the new registration procedure:

from January 1<sup>st</sup> to December 31<sup>st</sup>, 2016 you can log in to the daycare service page with an e-mail address and a password. You can select up to three daycares (first, second and third choice).

On February 1<sup>st</sup>, 2016, all applications for the respective first choice facilities will be enabled. You will receive an e-mail that your information has been received by your desired facility. The facility has to decide from the application until February 15<sup>th</sup>.

Then you will get the message that your child has been selected by the first choice facility. In case of selection, please wait until the facility contacts you directly to sign the contract. If your child cannot receive a place in the first choice facility, your second choice facility receives the data for your child on February 16<sup>th</sup>. The second choice facility then has another two weeks to select from the applications. The third choice facility decides in the period from March 1<sup>st</sup> to March 15<sup>th</sup>. If none of your desired facilities can accommodate your child, you can, if you are still interested in a place in a daycare center, apply your child for up to 3 new facilities on March 16<sup>th</sup>.

With your password you can always check your registration status. You can also still make changes if, for example, your address has changed after your first application (immigration). A change of your desired facilities is no longer possible after January 1<sup>st</sup>, 2016.

Participation in the central daycare application process is no commitment for a daycare space. The daycare centers decide which child can be accommodated according to individual criteria (age of the child / legal claim, the child already visited the establishment or a sibling already visited the establishment, etc.).

Registration during an ongoing year is of course possible at any time. However, you can increase the chances for a placement in your desired facility within the application period in January.

In December (on <http://oldenburg.betreuungsboerse.net>) you will find the dates of the information days of the individual daycare centers, where you can inform yourself about the facilities.

Further information on daycare centers can be found in the service office:

### **Servicebüro Kindertagesbetreuung, Bergstraße 25, 26122 Oldenburg**

Petra Bröffel-Hempfen  
Zimmer 119  
Tel. 0441 235-3739

Sigrid Ziethe  
Zimmer 116  
Tel. 0441 235-3736

Öffnungszeiten Mo, Di, Do 8.00 - 12.30 Uhr und 13.30 – 15.30 Uhr, Fr 8.00 – 12.00 Uhr -Mittwoch geschlossen-

