

# Registration of a child in the nursery, kindergarten or day care

You want to register your child in a daycare center, kindergarten, with a childminder or with a childminder? For this you need a child ID.

## Competent Department

- [Die Senatorin für Kinder und Bildung | Referat 30 - Qualitätsentwicklung und Aufsichtsfunktionen in der Kindertagesbetreuung](#)

## Contact Person

- [Kita-Hotline der Senatorin für Kinder und Bildung](#)

**Kita-Hotline der Senatorin für Kinder und Bildung**

+49 421 361 92000

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## Basic information

Child day care includes the care and support of your child in a child day care facility (crèche, kindergarten, after-school care) or a child day care center.

In order to register your child for day care, you will need a child ID. You will automatically receive this by mail in November before your child's 1st birthday.

If you do not have the ID number, you can apply for it at the parent service of the Senator for Children and Education (see contact person).

The Kinder-Tagesförderung includes the care and support of your child in a Kinder-Tageseinrichtung or a Kinder-Tagespflegestelle.

The child day care facilities have the following tasks:

- They promote the development of the child into a self-determined, self-reliant and socially capable personality.
- They support and supplement the upbringing and education in the family.

- They help parents to better reconcile gainful employment, child rearing and family care.

The support mandate includes upbringing, education and care of the child. It refers to the social, emotional, physical and mental development of the child. It includes the teaching of orienting values and rules.

The support should be based on the following characteristics of the children:

- Age
- stage of development
- linguistic and other abilities
- life situation
- interests and needs
- ethnic origin

The placement of a child in a day care center takes place in cooperation with the responsible local youth welfare organization.

## **Requirements**

A child who is 1 year old or older is entitled to early childhood education in a daycare facility or in a daycare center until his or her 3rd birthday.

If both parents are unable to care for their child themselves, children under 1 year of age may already be entitled to early childhood support. This is the case, for example, if both parents work.

From the child's 3rd birthday until he or she starts school, the child is entitled to support in a daycare facility.

## **Procedure**

Find out online at any time about the childcare options in the municipality of Bremen. Parents should find out in good time whether there are any free childcare places.

Use the Kita-Portal for your search, see "Further information".

Personal contact and getting to know each other are useful and usually possible. Many facilities offer an opportunity to get to know their facility before you register. Inform yourself on site.

Select the facilities for your enrollment. You can specify a maximum of 2 alternatives to your preferred facility.

After registration, the available places are allocated according to the locally specified rules.

You will be informed if a place is allocated.

## Legal bases

- [Bremisches Gesetz zur Förderung von Kindern in Tageseinrichtungen und in Tagespflege-Bremisches Tageseinrichtungs- und Kindertagespflegegesetz - BremKTG](#)
- [Ortsgesetz zur Aufnahme von Kindern in Tageseinrichtungen und in Kindertagespflege der Stadtgemeinde Bremen \(Aufnahmeortsgesetz – BremAOG\)](#)
- [§ 23 Sozialgesetzbuch Achtes Buch \(SGB VIII\)](#)
- [§ 24 Sozialgesetzbuch Achtes Buch \(SGB VIII\)](#)
- [§ 90 Sozialgesetzbuch Achtes Buch \(SGB VIII\)](#)

## More information

If the institution of your choice does not participate in the online registration via the Kitaportal Bremen, please contact the respective institution in person and ask about the individual procedures for registration and allocation of a childcare place.

If your child is already registered, he or she can generally keep the place in his or her Kita in the following kindergarten years. However, if you require an extended period of care, you must register this anew each year and prove your need annually.

The kindergarten year always begins on 01.08 and ends on 31.07 of the following year. The child can also enter and leave the daycare center during the course of the kindergarten year.

Early childhood education at the kindergarten enables children to play together with other children and offers them a variety of learning opportunities. Parents receive tips on their children's development and can exchange ideas with other parents. The quality of the offerings is monitored by the Bremen State Youth Welfare Office (operating license for daycare facilities). Regular further training of the specialists takes place.

The framework plan for education and upbringing in the elementary sector describes the quality standards for early childhood education that apply to kindergartens in Bremen and Bremerhaven.

## What deadlines must be paid attention to?

The registration period for available places in the next kindergarten year is in January and is announced publicly. The kindergarten year starts annually on 01.08.

Parents who need a place for their child outside of these times should register the child at a Kita at least 3 months before the desired admission date.

You can register your child at any time.

## **What are the costs?**

The amount of the parents' contributions can be found in the Local Law on Contributions for Kindergartens and After-School Care Centers of the Municipality of Bremen. In addition, there is a further description of this, see "Further information".