**Δημόσιο και Κοινοτικό Νηπιαγωγείο Έμπας**

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Dear Parents,

The Primary Education Directorate of the Ministry of Education and Culture informs the parents and guardians of the following:

 A. TIME OF DOCUMENTS

The enrolment of children who will attend public kindergartens and all grades of primary schools for the school year 2021-2022, will take place from 11 to 18 January 2021.

Registrations will be completed within this period and there will be no new registration period.

Those parents / guardians who do not enroll their children during the above period, should apply to the relevant District Education Office, which will decide on enrollment in the nearest school where there will be a vacancy

B. RIGHT TO REGISTER

All children of any nationality residing in Cyprus have the right to register, regardless of the legal or illegal stay of their parents on the island.

* Children born from November 1, 2014 until August 31, 2015 are accepted for enrollment in the first grade. In order to enroll your child in Primary school, you must take with you the birth certificate, the student certificate as well as the DDE11 form (you will fill it in) that will be sent to you by our kindergarten.
* Children born from the 1st of September 2015 until the 31st of August 2016 are accepted for enrollment in the Pre-Primary class.
* Children born from the 1st of September 2016 until the 31st of December 2016 are accepted for enrollment in the Compulsory Pre-Primary Education.
* Applications for enrollment in Public Kindergartens can also be submitted by younger children, ie those children who were born from 1 January 2017 until 31 August 2018. Children of this age will secure a place, provided that there are still vacancies after the enrollment of children of compulsory education. For their education, children of this age pay monthly tuition.

Due to the emergency situation that has been created, due to the COVID-19 coronavirus pandemic, the registrations / transfers for the school year 2021-2022, will be made:

(a) WITHOUT THE PHYSICAL PRESENCE of the parents / guardians, for the students who during the current school year are already attending the kindergarten.

(b) WITH A PHYSICAL PRESENCE of the parents / guardians, only for the students who will enroll for the first time in the specific Public Kindergarten.

Parents come to the place designated by the school with all the forms completed and in compliance with all safety measures and health protocols.

C. TRANSFERS

 Applications for transfer will be submitted to the schools of their educational districts where the application for registration will be made. The transfer application form (ΔΔΕ33) can be obtained from the kindergarten or from the website of the Ministry of Education. <http://www.moec.gov.cy/dde/entipa.html>

D. EDUCATIONAL REGIONS

 Registrations are based on the educational district to which the children's residence belongs.

 It is pointed out that the educational districts do not apply to children younger than (3 - 4 8/12 years old) from the age of compulsory education.

E. NECESSARY CERTIFICATES FOR REGISTRATION

Necessary certificates for the registration of all students are:

1. The DDE form 11 "Application for enrollment in Primary School or Kindergarten (Compulsory Pre-Primary Education and Pre-Primary Class)"

• It can be obtained from the school or from the website of the Ministry of Education: <http://www.moec.gov.cy/dde/entipa.html>

2. Official birth certificate or passport

 • For students born in Cyprus, an official Birth Certificate is required.

 • For students born outside Cyprus, an official Birth Certificate is required from the Competent Authority of the country in which they were born. The Passport is accepted as an official certificate.

 • Photocopies of the above documents are accepted, only if they have been certified by a competent official.

3. Two bills (garbage and recent electricity bill) that prove that the street of residence of the student is the one declared and falls within the educational district of the school

 • If there are cases of parents renting a house and it is not possible to provide a garbage bill, they should additionally provide the electricity bill and the rent document.

 • Also, if there are cases of parents who have recently moved and do not have a garbage bill, they should present the building permit and a recent electricity bill.

4. Vaccination status (concerns enrollment in the first grade).

5. Certificate of attendance at an approved Kindergarten (concerns the registration in the first grade).

 All the parents of the children of Pre-primary education will receive the birth certificates and the certificates of attendance from the responsible kindergarten teacher after the Christmas holidays.

Thank you.