



To those responsible for

Our ref. BdK/pla

Lausanne, December 2023

Registering your child for the first year of compulsory schooling

Dear Sir/Madam,

Your child will reach the age for starting school in August 2024. Today you will receive an explanatory letter, a personalised registration form and an envelope for returning the form to us.

This letter explains how to register your child at school. It is available in Albanian, German, English, Arabic, Croatian, Spanish, Italian, Portuguese, Serbian and Turkish at lausanne.ch/entree-1P.

State schooling is compulsory and free of charge for all children who will be four years old by 31 July 2024 at the latest. This is part of the Cantonal Act on Compulsory Schooling. Article 54 of the Act states: "All parents domiciled or resident in the canton have the right and obligation to register their school-aged children and to send them to a state or private school, or educate them at home".

The registration form must be completed and returned **by the 12 of January 2024**, using the envelope provided.

1. Check the information and complete the form

First, in part "1. Administrative information"^[A1], all the information in grey must be completed. Other information is not compulsory but makes it easier for you and the school to communicate with each other.

You must check that the information about your child is correct. If anything is incorrect, please amend it.

2. Confirm registration

You can then confirm your child's registration in a state school. If you do not wish to register your child in a state school, you must state whether they will be going to a private school or special educational institution, or whether they will be educated at home. If your child is unable to start school for significant medical reasons, please attach a doctor's certificate.

3. Determining where your child will go to school

The information in part “3. Determining where your child will go to school” helps us to find the best possible solution for your child, especially if they have brothers and sisters in primary school, or a day-care place.

4. Remark

You can add any information that could be useful for your child schooling.

5. Date and sign the form

The registration form, dated and signed, constitutes your child's official registration.

Next steps

1. Information session for parents

An information session will be organised **on April 29th 2023** in the early evening. You will receive a letter about this in due course.

2. Which school will my child go to?

We will send you a letter with the name of the school, class number and name of your child's teacher at the end of July.

School hours and wraparound care

In Lausanne, children in year 1 (class 1P) go to school **every morning from 8.25 am to 11.50 am**.

The city has set up pre- and after-school day centres for child care outside these hours. These centres are not managed by the school but form part of the Lausanne day-care network, Réseau-L. There are two possibilities:

- If your child already has a place in one of the Réseau-L day-care centres, they will continue there: parents must, however, specify their requirements to the head of their current day-care centre.
- If your child does not have a Réseau-L place: parents can contact the Parents' Information Office (BIP) on +41 21 315 60 00 (lausanne.ch/bip).

Any questions? We're here to help! Visit our website: lausanne.ch/scolarite or contact us on +41 21 315 64 11.

Yours sincerely,

Head of Department

Barbara de Kerchove

Attachments: registration form and pre-paid envelope

Copies: Head teachers of Lausanne primary schools
Children's services