

ENROLMENT IN PRIMARY SCHOOLS FOR THE 2021/2022 SCHOOL YEAR

Enrolment for compulsory school attendance will take place in the current school year in compliance with the valid legislation (the Education Act, the Primary School Regulation and the Rules of Administrative Procedure), which has remained unchanged with regard to the matter of enrolment for compulsory school attendance. However, it will be necessary to adapt the organisation of enrolment to the ongoing anti-epidemic restrictions that have applied throughout the school year in order to **ensure the safety of all children and adults, respect the individual abilities and limitations of the individual participants** and at the same time comply with all the legal obligations.

The date of enrolment

Enrolment will take place in the period designated by the Education Act ¹, i.e. from 1st April to 30 April 2021. The school principal will set the specific enrolment date for compulsory school attendance within this window in compliance with the Education Act.

Enrolment will be held on 1. - 30. 4. 2021 at the ZŠ Poláčkova 1067 Primary School

The methods of enrolling

The acceptance of a child for compulsory school attendance will take place in line with the Rules of Administrative Procedure. According to section 37 of the Rules of Administrative Procedure, it is possible to submit an application for enrolment in writing, orally with transcription into a record or in electronic form.

The application for acceptance for primary education is available on the school's website: www.zspolackova.cz

The legal guardians can submit an application in the following ways:

- sent to the school's data box ², junqiac
- by email with the legal guardian's electronic signature, skola@zspolackova.cz
- by post (the decisive date is the date of posting) or personal submission to the school at the address: Poláčkova 1067, 140 00 Praha 4

If the legal guardians submit an application using other technical means than those stated (i.e. by email without an acknowledged electronic signature, by fax and so on), it will be necessary to confirm the application within 5 days or the application will otherwise not be taken into account.

The legal guardian must include a copy of the child's birth certificate either in digital form (a scan, photocopy) or in documentary form – a simple copy. This copy must become part of the file.

Supplementary information

- The legal guardian must include the recommendation of an educational advisory centre, specialist doctor or clinical psychologist with any application **to defer enrolment**. The activities of the educational advisory centres have not been interrupted by the crisis restrictions. The centres continue to provide necessary services, i.e. typically request for the deferral of enrolment, albeit in limited operations. If the legal guardian fails to submit the appropriate recommendation, the administrative proceedings on enrolment will not be suspended and the school principal will designate the deadline for the submission of the appropriate recommendation. If the legal guardian does not submit the appropriate recommendations within the set period, the proceedings will be suspended in line with section 66, subsection 1, letter c) of the Rules of Administrative Procedure.
- If the school principal has any **doubts as to the authenticity of the submitted documents**, they can request the original or a verified copy of the documents from the legal guardian.

Useful links:

MEYS, Current information on coronavirus for schools <https://koronavirus.edu.cz/informace-a-faq>

Source: <https://www.edu.cz/methodology/zapisy-do-zakladnich-skol-pro-rok-2021-2022/>

¹ section 36, subsection 4 of the Education Act

² Parents can establish a data box free of charge. Sending an application via the primary school's data box is free of charge. More information is available at <https://chcidatovku.cz/>.