



## School Enrollment

*A letter to the parents of all the children who will attend Kindergarten School  
School year 2018/2019*

Dear Parents,

This coming school year 2018/2019 your son/daughter will start attending kindergarten school. For this reason we would like to give you some important information on how to enroll your child in a public kindergarten school.

### WHEN?

**From the 16th of January until the 6th of February 2018**

### WHERE and HOW

You can freely choose to enroll your child in any kindergarten school in your territory but it is possible to check which school is under your jurisdiction. **SEE ATTACHEMENT A**

[http://www.comune.cinisello-balsamo.mi.it/IMG/pdf/stradario\\_scuola\\_infanzia.pdf?40924/811ee92f399908163e0eb974baa32c74ee9e7b27](http://www.comune.cinisello-balsamo.mi.it/IMG/pdf/stradario_scuola_infanzia.pdf?40924/811ee92f399908163e0eb974baa32c74ee9e7b27)

However, you are free to enroll your child in other kindergarten schools. If you wish to enroll him/her in another public school, it is necessary to submit the enrollment form at the Administrative office of the chosen school's jurisdiction.

The enrollment form is available at the administrative office of the school.

If you prefer to send your child in a private school, you can enroll him/her directly at the school you've chosen but you must likewise inform the administration of the public school of your jurisdiction.

### WHO?

Children who turned or will turn three years old before the **31st of December 2018** can be enrolled in a kindergarten school.

Likewise, children who will turn three years old before the 30th of April 2019 can also be accepted for enrollment.

In case the number of enrolled children is higher than the total number of places available, the application of those who will turn three years old before the **31st of December 2018** will have the priority to be accepted.

The application will be accepted according to availability of places in the school. If there's an excessive number of applications, schools will adopt the ranking system approved by the Council of each public kindergarten school.

## School Lunch

Lunch is provided by the Municipal Administration to all students attending public schools; kindergarten, primary and secondary (Middle School)

It is not necessary to register because the names of all the students will be forwarded to the billing office by the schools.

Lunch rate is established every school year. In order to avail a reduced rate, it is necessary to inform the administration the value of your ISEE by signing in at the website of the municipality <https://cinisellobalsamo.ecivis.it/ECivisWEB/>.

For information regarding the rate for the school year 2018/2019 we recommend you to visit the Municipality's website: <http://www.comune.cinisello-balsamo.mi.it/spip.php?article17715>.

This is a pre-paid service, and the payment must be deposited periodically by each family. The fund will cover the meal of your child. The billing office will deduct the amount for each consumed meal and will update the remaining balance in your account every month.

Check your current lunch balance, meals consumed and the payment made, by connecting to the following website. <https://cinisellobalsamo.ecivis.it/ECivisWEB/>. It is necessary to register first to be able to check periodically if there are some information and notifications to the families. **Attention:** your credentials must be kept well because they will be an indispensable tool in order to access at the site and to make all other operations (such as sending your ISEE, enrollment at the nursery school, applying for summer recreational center, etc)

An APP will be available sometime soon, and can be downloaded free on Android and IOS. Further information will be announced through the website of the Municipal Administration for the activation of the service.

## Request for special diets

In order to avail a special diet due to health, cultural or religious purposes, a form must be filled up online thru our website E-civis, <https://cinisellobalsamo.ecivis.it> (it is necessary to login with the credentials possessed by the parents or guardians) and in case of diet due to health issues, a medical certificate must be scanned and sent.

Special diets will be available within three working days from the date of the application and will remain throughout the entire attendance of your child in school. For the suspension of the said diet, a form must be filled up and should be submitted to "Punto in Comune" in Via XXV Aprile 4.

It is possible to get information regarding special diets by calling the dietician at 0266023811.

If you want to give up a special diet, it can be done by using the form which can be downloaded at the website of the municipality: <http://www.comune.cinisello-balsamo.mi.it/spip.php?article12303>.

## Useful Addresses

Below are useful addresses where you can ask information about the services offered by the municipal administration:

Services	Information for ...	E-mail
<u>School</u>	transportation, rights to study, school admission	scuola.minori@comune.cinisello-balsamo.mi.it
CRE	Summer recreational centers	<a href="mailto:Cre.minori@comune.cinisello-balsamo.mi.it">Cre.minori@comune.cinisello-balsamo.mi.it</a>
<u>School Lunches</u>	canteen, diet, meal	ristorazione.minori@comune.cinisello-balsamo.mi.it
<u>Orientascuola</u>	School orientation, support for comprehensive institutions, consultation,	orientascuola.minori@comune.cinisello-balsamo.mi.it
Billing office	Payment of various educational services (nursery, meals, CRE)	pagamenti.minori@comune.cinisello-balsamo.mi.it

It is always possible to check the municipal administration's website for all other information. There is a specific section for the services of minors: <http://www.comune.cinisello-balsamo.mi.it/spip.php?rubrique2732>,

We would like to inform you that this notification aside from English and Italian, is also available in Arabic and Spanish so that foreigners who are residents in our territory can also understand it easily. You may find it at: <http://www.comune.cinisello-balsamo.mi.it/spip.php?rubrique2379>.

Giving you our best wishes for a start of a good start of the school year, we are hereby extending our best regards.

Signed by the Director of the department  
SOCIAL AND EDUCATIONAL  
SERVICES  
**MARIO CONTI**

### **VACCINES**

We inform that according to art 3, paragraph 3 of legislative decree of June 7th 2017 nr. 73, reformed with modification of the law of the 31st of July 2017, nr. 119, which determines "Urgent provisions of vaccine preventions of infective diseases and disputes related to taking of drugs" **for kindergartens, the presentation of the documentation pursuant to art. 3, paragraph 1, of the aforementioned decree is required as a condition for school registration.**