



Information on enrolment in early childhood education for the school year 2026/2027

Enrolment for pre-school education will take place **on 25 and 26 March 2026 from 9 am to 5 p.m.** An alternative date can be arranged until 31 March 2026.

Submitting an application

The legal guardian submits an application for the child's enrolment in preschool education – the application forms, the child's registration sheet, and the medical confirmation form can be found on the school's website <https://www.tiptoes.cz/en/documents-for-download/>. Please bring the child's birth certificate, your ID card, and, if applicable, the necessary confirmation of approved postponement of compulsory school attendance. For foreign nationals: the legal guardian's ID document, the child's ID document, proof of residence in the Czech Republic, and the child's birth certificate (or an officially certified translation if it is not in Czech).

In justified exceptional cases (long-term illness or stay abroad), the Application Form and completed Child Registration Form with a plain copy of the pupil's birth certificate can be delivered to our PRIMARY SCHOOL and MATERNITY SCHOOL TIP TOES s.r.o. by the above deadline in the following ways:

1. to the school data box (ID eiejfj9)
2. by e-mail with a recognized electronic signature (you can not just send a simple email!) to the address office@tiptoes.cz
3. by post – to: ZÁKLADNÍ ŠKOLA a MATEŘSKÁ ŠKOLA TIP TOES s.r.o., Královická 915, 250 01 Brandýs nad Labem – Stará Boleslav
4. By personal submission - by throwing in a mailbox located at the entrance to the school

You can find the application forms and the child's registration sheet for download at <https://www.tiptoes.cz/en/documents-for-download/>. Documenting the child's birth certificate is enough with a simple copy.



After the documents are received, a date for the in-person enrollment will be arranged, during which the legal guardian will submit the remaining required documents (see the section "Submitting the application").

If the child is represented by a person other than his or her legal representative, it is also essential that he/she substantively represents the child.

Enrollment results

After receiving the completed documents, we provide you with your child's registration number. This number will be published in the results of the minutes.

Admission will be decided by the school head under the administrative procedure. You will not be notified about the result of your child's application. There will be two ways to find out:

- a list of children admitted under registration will be found on the doors of the preschool building
- the list will also be put on the school's website: <https://tiptoes.cz>

The lists will be up for 15 days from the publication date. The expected publication date is **7 April 2026**.

The acceptance of your child will be in accordance with § 67 para. 2 of Act No. 500/2004 Coll., the Administrative Code has been drawn up by a written decision, which will be part of your child's file at school. The decision will not be delivered in writing to the accepted children.

Those children not accepted for preschool education will be sent the decision.

Criteria for admitting children to early childhood education

Children will be accepted as a priority according to the conditions set out below until the capacity is filled:

1) children in the last year before the start of compulsory schooling, including children with postponement of compulsory schooling pursuant to § 34 para. 4 Education Act

2) children by age (taking into account the approaching period of compulsory primary schooling) according to the provisions of § 34 para. 4 of the Education Act, as well as:

- siblings of children coming to kindergarten or primary school of the company ZÁKLADNÍ ŠKOLA a MATEŘSKÁ ŠKOLA TIP TOES s.r.o.
- children of other applicants until the capacity of the nursery school is fulfilled



**ZÁKLADNÍ ŠKOLA a MATEŘSKÁ ŠKOLA TIP TOES s.r.o.,
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3) In case the number of children meeting each points' criteria in stipulated order exceeds the number of vacancies, the school principal sets deciding criterion as deciding by lots.

The criteria have been set in view of the focus of the nursery school to meet the legal requirements of compulsory early childhood education.

The criteria for preschool education of children are updated annually in cooperation with company executives.

In Brandýs n. L. – St. Boleslav On January 23, 2026

Mgr. Jarmila Dvořáková
School director