

## General information on the application for the Education and Participation Package

The following services are requested with the application for the education and participation package:

### ⇒ **Personal school equipment**

(does not apply to children who visit a day care centre)

For each school year the total is 174,00 € per child. The money is paid out in two instalments. 116,00 € will be transferred to your account on 1st August of each year and 58,00 € on 1st February of each year.

When first enrolled in school and again on the 15th birthday, a valid document certifying enrolment is required. The document must be submitted to the Familien- and Kinderservicebüro.

### ⇒ **Communal lunch in school or the day care centre**

The declaration of assumption of costs for communal lunch will be sent directly to the school or day care centre named in the application - if the Familien- and Kinderservicebüro is aware that a communal lunch is being offered at this school or day care centre. Invoicing takes place directly with the school or day care centre. The Familien- and Kinderservicebüro must be notified immediately of any change in regard to the day care centre or school.

### ⇒ **Participation in social and cultural life**

The service is intended to enable children and young people up to their 18th birthday to take part in leisure activities and includes, for example

- membership fees in the fields of sport, games, culture and socialising (e. g. football club)
- teaching of artistic subjects (e. g. music)
- guided cultural education activities (e. g. museum visits)
- participation in communal recreational activities (e. g. confirmation trips)

The benefit for participation in social and cultural life in the community is granted in the form of vouchers and is settled directly with the service provider. The voucher will be sent to you together with the granting.

In the event that you do not currently wish to receive any of these benefits, the voucher should be saved and not discarded until the end of the approval period, so that it can be redeemed at a later date if necessary.

**Please turn around! →**



### ⇒ **Excursions and multi-day trips with the school or day care centre**

In order to make use of this service, please submit a confirmation from the school or day care centre regarding the type, duration, destination and costs of the excursion or multi-day trip, including the beneficiary's bank details to the Familien- and Kinderservicebüro. A separate application is not required. After a positive verification a separate approval for the assumption of costs will be send to you.

Pocket money or expenses incurred in advance cannot be reimbursed.

The fees are paid directly to the school/children's day care centre. Any benefits already paid by the Familien- and Kinderservicebüro must be refunded if the child does not take part in the excursion or the multi-day trip.

### ⇒ **School transport**

Pupils from grade 11 onwards, whose shortest distance between their home and the nearest school of the chosen course is more than 4 kilometres, are entitled to reimbursement of school transport costs as far as these are not already paid by third parties.

The following pupils are excluded from this:

- the 11th and 12th graders in the funding priority development of the special needs schools,
- the „Berufseinstiegsklasse“,
- the first class of vocational schools in so far as pupils attend them without a lower secondary school leaving certificate (Realschulabschluss)

To make use of this service please report this separately to the Familien- and Kinderservicebüro. Please provide a valid document certifying enrolment. A separate application is not required.

In principle only the costs of using public transport at the lowest fare are reimbursed. If the use of public transport is not possible a separate justification is required.

After a positive verification a separate approval for the assumption of school transport costs will be send to you.

**If the entitlement to the education and participation package is interrupted or if another authority is responsible for the authorisation (e. g. the job centre), a new application must be submitted.**

