

## Registration for all-day childcare

Please fill out **one form per child** in **German** and **only** send it to the provider of the selected holiday childcare programme.

I would like to make a **binding** application for the following all-day childcare programme:

<b>Provider</b>
<b>Location</b>

1st week (12/10–16/10/2020)

2nd week (19/10–23/10/2020)

**Please check that the childcare provider offers the specific dates you require.  
You can find information regarding dates in the provider overview on the *Kinderbüro* homepage.**

### Details of child

Surname	First name
Date of birth	
Street, postcode, city	
School	Year
Attends an open all-day school (OGS) (until at least 3 pm daily) <input type="checkbox"/> Yes <input type="checkbox"/> No	Lunch subsidy through Education and Participation Package (BuT) <input type="checkbox"/> Yes <input type="checkbox"/> No
Will start primary school in the 2020/2021 school year <input type="checkbox"/> Yes (provide information regarding school, year and OGS place to the childcare provider as soon as this is known)	

Please answer the following questions in the interest of your child's safety:

Does your child require special care?       Yes\*       No

Does your child have any allergies?       Yes\*       No

Does your child take medication regularly?       Yes\*       No

\*If you answered yes to any of these questions, please provide additional information regarding the special care needs of your child. Please let the childcare provider know in advance if your child requires special care (for instance due to an illness, disability or unusual behaviour) so that arrangements can be made for additional staff if necessary. There will be no additional costs for this.

Information regarding special care etc.

**Details of parent or legal guardian**

Surname	First name
Street, postcode, city	
E-mail address	
@	
<b>Telephone number</b>   For calls during the day and in emergencies	

**Information regarding registration and cancellation**

- Registration period: 18/11/2019–11/09/2020.
- You will receive written confirmation of a childcare place from the provider within two weeks.
- OGS children: written cancellations can be made up to four weeks prior to the programme start date without losing any of their six weeks' entitlement (later cancellations result in loss of the week).
- Non-OGS children: written cancellations made within four weeks of the programme start date will incur a charge equal to half of the total attendance costs.
- For any cancellation, the provider will charge an administration fee of EUR 5.00 per child per week.

**Data protection information**

As a data subject you have the right to contact the above-named childcare provider and request that they give you information regarding the processing of your personal data (Article 15 GDPR), rectify incorrect data (Article 16 GDPR), delete your data (Article 17 GDPR) or restrict the processing of your data (Article 18 GDPR), provided there is a legal basis for doing so.

You have the right to data portability in accordance with Article 20 GDPR.

You can object to the processing of your personal data in accordance with Article 21 GDPR.

You can revoke your consent for the processing of your data at any time.

You can contact the NRW State Commissioner for Data Protection and Freedom of Information for advice without prejudice to other legal remedies at PO Box 20 04 22, 40102, Düsseldorf (street address: Kavalleriestr. 2-4, 40213 Düsseldorf). Phone: +49 (0) 211/38424-0. Fax: +49 (0) 211/38424-10. E-mail: [poststelle@ldi.nrw.de](mailto:poststelle@ldi.nrw.de).

You are not obliged to provide the personal data requested for the purposes stated above. If you do not wish to do so, we cannot accept your registration and your child will not be able to attend holiday childcare.

You can get detailed information regarding your right to be informed in accordance with Article 13 GDPR from the relevant childcare provider.

I hereby make a binding application for my child to attend holiday childcare. I have read and understood the information regarding data protection:

\_\_\_\_\_  
Date, signature of parent or legal guardian