

Dear parents,

below you will find all the information you need to finalise an after-school care contract:

The basis for an after-school care contract are the user regulations for childcare centers. You can find these on our homepage („Dokumente“):

<https://cms.sachsen.schule/gsltauchaer/hort.html>


Please read the user regulations before finalising the contract.

By signing the after-school care contract, you acknowledge the user regulations.

Please note that only documents that are clearly printed or filled out using a computer can be processed.

Please be sure to provide an email address so that we can contact you. Current after-school care information will also be sent to you later.

L. Hähnel (after-school care management)

When can I conclude the care contract?	In the period from 23.06.-04.07.2025 at the after-school care management, by appointment Duration: approx. 15 minutes
How can I make an appointment?	Please exclusively use the following email address for communication purposes: horte-tauchaer-gs@horte-leipzig.de The mail should provide the following information: <ul style="list-style-type: none"> ⇒ Completed application for after-school care as an email attachment (we only accept a .pdf file) ⇒ Appointment and time preferences for finalising the contract (morning or afternoon) ⇒ Do you need an interpreter? (which language?) ⇒ Your telephone number
What other documents are required to finalise the contract? 	<ul style="list-style-type: none"> • Completed emergency information with signatures of all legal parents (original) • Identity card, registration certificate (original) • For single parents: confirmation of sole custody (Negativbescheinigung) • Completed form “Declaration for classification: family / single parent / siblings”, signatures of all legal parents (original) • Proof of measles vaccination for the child (original vaccination certificate) • Authorisation (Vollmacht) from the other parent if they are unable to attend, plus a copy of their ID or valid residence title • If applicable, care contract of older siblings (copy) • If applicable, valid residence title for both parents and child (original)