

IMPORTANT !!

REGISTRATIONS 2026-2027

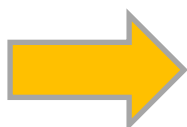
for the Maison Relais in Berdorf

Registration forms will be available online starting **April 10, 2026**, and can be submitted in person at the Maison Relais on specific dates.

This year, only one registration period is planned. Due to new legal obligations, all our administrative documents must be updated. From now on, the registration form is permanently replaced by the enrollment contract.

We regret any inconvenience this may cause, but every child must submit a new document for this year. The usual renewal form can therefore not be used this time. We kindly ask you to complete the new enrollment contract to finalize your child's registration.

To register, please refer to the following days:



- Saturday, May 16: 09:00 to 12:00
- Monday, May 18: 17:00 to 20:00
- Wednesday, May 20: 10:00 to 11:30
- Wednesday, May 27: 10:00 to 11:30

You will find attached all the information necessary to proceed with your child's registration.

The file must be complete for your child to be registered.

To effectively organize the registration days, we ask you to pre-register via the **QR-Code**. Your modifications are, of course, accepted. This will allow us to obtain an approximate estimate of the staff needed for these days.



(percentage of hours).

If you have questions regarding the file, do not hesitate to contact us:

- at **79931177**
- or by email at: **relais.berdorf@croix-rouge.lu**

We reserve the right not to accept registration files submitted **after May 27, 2026**. These can only be considered if the maximum capacity has not yet been reached.

The registration deadline is set for **May 27, 2026**, and priority will be given to working parents!

It is therefore imperative to **attach employment certificates** (no contracts or tax returns) on paper with the logo and **company stamp** of where you work!

Please add the employment rate

Documents to provide :

- Completed registration form.
- Employment certificates dated less than 3 months from the legal representatives, certifying that you hold a salaried position and indicating the weekly working hours, or a certificate of registration with ADEM.
- Maternity/parental leave/exemption certificate (if applicable).
- Copy of the child's social security card (Important information).
- Copy of the child's vaccination records. Legal representatives are responsible for ensuring the copy of the vaccination card is up to date. The Luxembourg Red Cross does not perform vaccine checks. The collection of this data is mandated by the Health Inspection Division of the Ministry of Health (Important information).
- Annex 1 or 2: Regular or irregular attendance form in the basic plan (during the school period).

Add the following documents if your child has an allergy:

- If applicable, a medical certificate attesting to allergies and/or intolerances.
- For children with specific health needs, the Individualized Care Project and the Emergency Action Plan.

Other:

- Direct debit mandate (SEPA) duly completed and signed, accompanied by a RIB (bank details), for new enrollees or if your bank details have changed (Annex 7).
- If applicable, a copy of the judgment/ruling regarding educational rights.
- Authorization for taking and/or publishing images (photographs or videos) for minors under 13 years old (Annex 8).
- Authorizations for third parties (Annex 4).

Please accept, dear parents, the expression of our best regards.

Sarah Johanns

Deputy Head of the Education and Care Service in Berdorf