



## ZASTĘPCZYNI PREZYDENTA MIASTA GDAŃSKA

### Admission regulations for the first grade of public primary schools in 2023/2024

The enrollment starts on the 1<sup>st</sup> of March 2023 at 12.00 a.m.

Electronic enrollment is available at the website

<https://naborsp-kandydat.edu.gdansk.pl/gdansk>

The system will not be available before the date above.

Children living outside the commune of Gdańsk (gmina Gdańsk) are welcome to apply only in case of vacancies, **between 21<sup>st</sup> and 31<sup>st</sup> of August 2023**. Within this period of time, parents of children living outside the commune of Gdańsk are obliged to submit enrollment applications at a chosen primary school.

### GENERAL INFORMATION

Compulsory education starts with the beginning of a school year within the calendar year when a child turns 7 and ends with graduation from primary school, not later than 18 years of age. Each child within this range of age, **is guaranteed** placement in a **primary school** located in a given catchment area, situated within the commune of Gdańsk, ensuring short distance and safe journey from home to school.

Parents have a right to find placement in a catchment area for their children, but it is not obligatory. They may choose to apply to schools outside their catchment area as well. The candidate can be admitted in a local district school if he or she has not been admitted to any other school. The system will automatically allocate the candidate to a local district school.



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### First grade applicants for the school year 2023/2024 include:

- **seven-year-old** children (born in 2016) are subject to compulsory education
- **six-year-old** children (born in 2017) on parental application, when a child has already received pre-school education in a previous school year or is in a possession of an opinion (authorized by the pedagogical counselling centre) stating his/her ability to begin education in primary school.

**The application for a six-year-old child to be admitted to the first grade should be submitted with a declaration** (“zgłoszenie”) (in case of a catchment area school) **or enrollment application form** (“wniosek rekrutacyjny”) (when the school is outside the catchment area) between **1st of March and 15<sup>th</sup> of March 2023 until 4.00 pm.**

### Continuation of education in the first grade in 2023/2024

Any child who was indicated **a pre-school unit** in a primary school by the City Mayor in a school year of 2022/2023 in a primary school other than a school within the catchment area school suitable for their place of residence on parental application, is admitted to the first grade of primary school without following the enrollment procedure (parents do not register in electronic system of enrollment on Gdańska Platforma Edukacyjna). Application for the continuation of education in the first grade should be submitted at a primary school which the child is currently attending between **1<sup>st</sup> of March and 12<sup>th</sup> of March 2021 until 4.00 pm.**

If a child lives outside the catchment area and was accepted without fulfilling the above mentioned procedure, such situation can be accepted after the proper recruitment procedure (art. 133 ust. 2 Educational Law Act dated 14<sup>th</sup> December 2016, consolidated text Journal of Laws 2021 p. p. 1082)

### DOCUMENTS AND SUBMISSION PROCEDURE

#### 1) Application to the catchment area school

Application form ought to be filled online at <https://naborsp-kandydat.edu.gdansk.pl/gdansk>, printed, signed and submitted at a catchment area school. The process may be accomplished in one of the following ways:

- personally submitted at school **or**
- placed in a signed envelope in a box/slot located at the catchment area school **or**



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- sent the application using the ePUAP service on condition that the catchment school is registered at the ePUAP service **or**
- signed using the electronic signature option within the GPE services (Gdańska Platforma Edukacyjna)

### **2) Enrollment application to a school outside the catchment area**

Application form ought to be filled online at <https://naborsp-kandydat.edu.gdansk.pl/gdansk>, printed, signed and submitted at a catchment area school.

The process may be accomplished in one of the following ways:

- personally submitted at school which is the primary preference for the candidate **or**
- placed in a signed envelope in a box/slot located at a school which is the primary preference for the candidate **or**
- sent using the ePUAP service of a school which is the primary preference for the candidate on condition that the school is registered at the ePUAP service **or**
- signed using the electronic signature within the GPE services (Gdańska Platforma Edukacyjna)

### **3) Application for admission of a six-year-old child into the first grade**

Application for admission of a six-year-old child is due to be submitted with a declaration (zgłoszenie) (in case of a catchment area school) or enrollment application (wniosek rekrutacyjny) (in case of a school outside of the catchment area), according to procedures mentioned above.

### **4) Application for continuing education in the first grade**

Application for continuing education in the first grade is due to be submitted personally at school which a child is currently attending.

All the necessary forms and applications will be available on the 1<sup>st</sup> of March 2023:

- from the website <https://naborsp-kandydat.edu.gdansk.pl/gdansk>
- from each primary school after making an appointment.

Information about schools in the city of Gdańsk such as the addresses, their educational offers, descriptions of the schools, will be available on the 1<sup>st</sup> of March 2023 at 12.00 <https://naborsp-kandydat.edu.gdansk.pl/gdansk>

The list of primary schools districts valid from the 1<sup>st</sup> of September 2023 will be available as of 1<sup>st</sup> of March 2023 and can be downloaded from the bookmark Edukacja-Szkoły publiczne at [www.gdansk.pl](http://www.gdansk.pl) or <https://naborsp-kandydat.edu.gdansk.pl/gdansk>



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### ADMISSION REGULATIONS

Both local district and other primary schools can be chosen

from 12 p.m. on 1<sup>st</sup> of March  
until 4 p.m. on 15<sup>th</sup> of March 2023

using the website:

<https://naborsp-kandydat.edu.gdansk.pl/gdansk>

### **I. CONFIRMATION OF LOCAL DISTRICT SCHOOL ADMITTANCE**

It is necessary to confirm the will of continuing child's education in a local district school using Gdańsk Educational Platform at <https://naborsp-kandydat.edu.gdansk.pl/gdansk>. Parents ought to print out the application and submit it at school anytime between 12 p.m. on the 1<sup>st</sup> and 4 p.m. on the 15<sup>th</sup> of March 2023, according to the regulations described above.

The application includes information regarding both parents' and child's residential address, which is restricted by the liability for giving false statements (under article 151 paragraphs 2 and 3 of Educational Law Act).

In case parents are in possession of disabilities judgement about the need for special education, it should be attached as well.

Submitting the application to the district school is tantamount to the admittance and thereby the process is completed.

- **APPLYING TO A SCHOOL OTHER THAN THE LOCAL DISTRICT SCHOOL**

Candidates living outside the area of a local district primary school, may be admitted to the first grade once the admission process is completed and the school offers vacancies.

#### **Step 1.**

#### **Registration of the candidate**

The registration process is available through the website <https://naborsp-kandydat.edu.gdansk.pl/gdansk>



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### Step 2.

#### Filling in the application form

Parents declare a limit of 3 schools outside the local district. A priority list needs to be made, starting with the one that is considered the most desired option. This school will be referred to as the primary preference school.

Parents fill out the form online, print it and sign it, and submit at the primary preference school between the 1<sup>st</sup> Of March and 15<sup>th</sup> Of March 2023 at 4 pm, considering the regulations mentioned above.

Regardless of the number of schools chosen, parents submit the application form only to the **primary preference** (the first school on their list of chosen schools).

Documents confirming disabilities judgement about the need for special education, should the child have any, are to be attached to the application as well.

**Attention! On March 15<sup>th</sup> at 4 p.m. the recruitment services at Gdańska Platforma Edukacyjna online platform shall be closed to the parents/guardians. Thus, all the applications are to be sent prior to this time (i.e. March 15<sup>th</sup>, 4 p.m.). After this time, the parents/guardians will not be able to log into their accounts in the admissions system.**

**The lists of candidates who meet the admission requirements, as well as of those who do not, will be available on Of March 27<sup>th</sup>, 3 p.m. at the recruitment services at Gdańska Platforma Edukacyjna online platform.**

**The lists of admitted and not admitted candidates will be available on April 5<sup>th</sup> 2022 at 3 p.m. the recruitment services at Gdańska Platforma Edukacyjna online platform.**



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The recruitment process is handled by a recruitment committee in each school, led by the school's principal.

The admission criteria in the recruitment process and the number of points stemming from reaching each criterion, as well as the specific documentation requirements that accompany each criterion, are based on the Gdansk City Council Act XXX/783/20 dated November 26<sup>th</sup> 2020. The criteria do not apply to children holding the disabilities judgement about the need for special education.

### **Admission criteria for open-access classes and for the open-access segment of integrated classes (based on the Gdansk City Council Act XXX/783/20 dated November 26<sup>th</sup> 2020.):**

No	Statutory criteria	Documents confirming the criteria	Points
1.	<b>Candidate attending the school in the year prior to the year they are applying for (as a pupil at a preschool unit, so-called "zerówka", at the very same school).</b>	Parent's statement confirming the fact that the candidate attended a pre-school unit ( <i>in the application form</i> )	<b>256 points</b>
2.	<b>Candidate whose sibling(s) are to continue their education at the same school in the following year (that is the year that is applied for)</b>	Parent's statement confirming the fact that the candidate's sibling(s) are to continue their education at the very same school in the following year ( <i>statement included in the application form</i> )	<b>128 points</b>
3.	<b>Candidate's disability</b>	Child with disabilities judgement about the need for special education, a disability designation or any other equivalent statement in conformity with the Vocational and Social Rehabilitation and Disabled Employment Act dated August 27 <sup>th</sup> 1997 (Journal of Laws 2020 p. 426, 568, 875)	<b>64 points</b>



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4.	<b>Alternative custody of the candidate (foster care)</b>	A document stating alternative custody (foster care) over the candidate according to the Family Support and Alternative Custody System Act dated June 9 <sup>th</sup> 2011 (Journal of Laws 2020 p. 821.)	<b>32 points</b>
5.	<b>A large family</b> (a family with at least three children)	A parent's statement confirming a large family status ( <b>statement included in the application form</b> )	<b>16 points</b>
6.	<b>A single parent</b> (upbringing of a candidate by a single, a widow, a widower, a person separated by a legally binding court verdict in a Decree of Judicial Separation, a divorced person unless the person raises at least one child with its parent)	A final court order stating a divorce or separation of spouses, or a death certificate <b>as well as</b> a statement confirming single upbringing and not raising any child in one household together with its parent ( <b>statement included in the application form</b> )	<b>8 points</b>
7.	<b>The work place of the candidate's parent is located within the catchment area of the school that they are applying to.</b>	A statement from the employer confirming the employment and the address of the place of work; or, in case of self-employment, an up-to-date confirmation of the entry into the Register of Business Activity.	<b>4 points</b>

*Documents confirming criteria 3, 4 and 6 may be submitted in an original form, a copy signed by a certified notary representative, officially confirmed copies or legalised entries from official registers.*

The chairman of the admission committee may require documents confirming circumstances included in the statements attached to the application form within the dates set by the chairman or may require the confirmation of the above from the office of the Mayor of Gdańsk.

**In case the required documents are not submitted or prove lack of circumstances included in the application form, the criteria will not be approved by the admission committee.**

### Step 3.

#### **Publication of the lists of candidates who meet the admission requirements**

The lists of candidates who meet the admission requirements, as well as of those who do not, are published **on the 27<sup>th</sup> of March 2023 at 3pm.**



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Parents can obtain this information in two ways:

- at a primary preference school where the lists are presented
- on the website <https://nabor-sp-kandydat.edu.gdansk.pl/gdansk>

### Step 4.

#### Parent's confirmation

**Once the candidate meets the admission requirements, parents are asked to confirm their decision between 28<sup>th</sup> Of March and 3<sup>rd</sup> 202 (by 4 pm) by submitting the printed statement confirming the decision (attachment no. 1).**

This is the final step in the admission process.

The process may be accomplished in one of the following ways:

- personally submitted at school **or**
- placed in a signed envelope in a box/slot located at the catchment area school **or**
- sent the application using the ePUAP service on condition that the catchment school is registered at the ePUAP service **or**
- signed using the electronic signature option within the GPE services (Gdańska Platforma Edukacyjna)

**Lack of parents'/legal guardian's confirmation will automatically disqualify the candidate and the placement will be declined.**

### Step 5.

#### Lists of the admitted and not admitted candidates

The lists of admitted and not admitted candidates will be published on 5<sup>th</sup> of April 2022 at 3 pm. The lists include the first name and surname of the candidates in alphabetical order with minimum number of points required for acceptance.

Parents can obtain this information in two ways:

- at a primary preference school where the lists are presented
- from the website <https://nabor-sp-kandydat.edu.gdansk.pl/gdansk>





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### Step 6.

#### The appeal procedure

Within 3 days from the publication of the admitted and not admitted candidates, parents may submit a motion to request the justification of the committee's decision. The document should be submitted within 3 working days and should include the reasons for the denial, including the minimum number of points required and the number of points acquired by the candidate.

Parents may appeal from the committee's decision in 3 days from receiving the justification to the principal of the state school. The principal examines the document within 3 working days. The principal's decision can be objected in the administrative court of law.

### Step 7.

#### Supplementary admission procedure

In case the admission procedure is over, and the school still offers vacancies, a supplementary admission procedure shall be carried out.

Supplementary admission for vacancies for the first grade, **will not take place via the electronic system of the Gdańsk Educational Platform (GDAŃSKA PLATFORMA EDUKACYJNA)**. Supplementary admission procedure will take place between 15<sup>th</sup> and 19<sup>th</sup> May 2023. The declaration ("zgłoszenie") or admission form ("wniosek rekrutacyjny") of the child must be submitted to the selected school in accordance with the rules for the submission of documentation described above.

#### **ADMISSION PROCEDURE OF CANDIDATES FOR THE FIRST GRADE OF A STATE PRIMARY SPORTS SCHOOL, A STATE PRIMARY SPORTS CHAMPIONSHIP SCHOOL, A SPORTS UNIT IN A PUBLIC PRIMARY SCHOOL, A SPORTS CHAMPIONSHIP UNIT AT A PUBLIC OPEN PRIMARY SCHOOL OR A SPORTS MASTERY UNIT AT A PUBLIC SPORTS SCHOOL**

**List of sports schools and sports units in schools** will be available on the 1<sup>st</sup> of March 2023 here: <https://naborsp-kandydat.edu.gdansk.pl/gdansk>.

Candidates shall be admitted into the first grade of a state primary sports school, a state primary sports championship school, a sports unit in a public primary school, a sports championship unit at a public open primary school or a sports mastery unit at a public sports school or any other sports school if:



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- their medical condition enables them to attend such school or unit, **confirmed by a medical certificate issued by a primary care physician**;
- they have **the written consent of the parents** to attend the school or unit;
- **they have obtained positive results from physical fitness tests, under the conditions laid down by the Polish sports association specific to the sport in which the sport training is conducted at the school or unit concerned.**

**In case there are more candidates meeting the abovementioned conditions than the number of vacancies offered in the school or unit, the results of physical fitness tests shall be taken into account at the first stage of the admission procedure.**

**In case of equivalent results obtained during the first stage of the admission procedure, the second stage of the admission procedure shall take into account the criteria referred to in the Article 131 paragraph 2 of Education Law Act:**

- 1) the number of siblings in the applicant's family,
- 2) the disability of the candidate,
- 3) the disability of one of the candidate's parents,
- 4) the disability of both parents of the candidate,
- 5) the disability of the candidate's siblings,
- 6) single parenting of the candidate in a family,
- 7) placing the candidate in foster care.

These criteria are of equal value.

### **Step 1.**

#### **Candidate's registration**

In order to admit a candidate into schools and units mentioned above, parents are requested to log into the electronic admission system at <https://naborsp-kandydat.edu.gdansk.pl/gdansk>

### **Step 2.**

#### **Filling out the application form for admission**

The admission form should be filled out, printed, signed and submitted in **the** primary preference **school between 1<sup>st</sup> and 15<sup>th</sup> Of March, 2023 before 4pm**, in accordance to the regulations regarding submitting documentation, mentioned above.

**The admission form should be submitted only in the primary preference school.**



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### Step 3.

#### Physical Fitness tests

**Fitness tests for candidates for the first grade of a state primary sports school, a state primary sports championship school are scheduled between 3<sup>rd</sup> and 8<sup>th</sup> of March, 2023 from 8am to 4pm. Detailed schedules are available at particular schools.**

Candidates shall enter physical fitness tests only if they have a medical condition enabling them to attend school or unit, confirmed by a medical certificate issued by a primary care physician. It is obligatory to submit the document prior to the tests.

**On the 9<sup>th</sup> of March, 2023 at 3 pm** the list of candidates with positive results of fitness tests is published by the Admission Committee.

### Step 4.

#### Lists of admitted and not admitted candidates

**27<sup>th</sup> Of March, 2022 at 3pm** the lists of admitted and not admitted candidates are published. Parents can obtain this information in two ways:

- at the primary preference school, where the list of accepted and rejected candidates is presented or
- by logging into [https:// naborsp-kandydat.edu.gdansk.pl/gdansk](https://naborsp-kandydat.edu.gdansk.pl/gdansk)

### Step 5.

#### Parent's confirmation

**Between 28<sup>th</sup> Of March and 3<sup>rd</sup> April, 2023 (before 4pm) parents need to confirm their decision by submitting admission form at school.** (attachment no 1)

The signed document confirming parents' decision can be:

- personally submitted at school **or**
- placed in a signed envelope in a box/slot located at the catchment area school **or**
- sent the application using the ePUAP service on condition that the catchment school is registered at the ePUAP service **or**
- signed using the electronic signature option within the GPE services (Gdańska Platforma Edukacyjna)



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### Step 6.

#### Lists of admitted and not admitted candidates

The lists of candidates who meet the admission requirements and of those who do not are published 5<sup>th</sup> April, 2023 at 3pm by the Admission Committee. The lists include first names and surnames of the candidates in alphabetical order and the minimum number of points required for being admitted to the school.

The results can be verified by parents in two ways:

- at the primary preference school where the lists are presented
- by logging into admission system: <https://naborsp-kandydat.edu.gdansk.pl/gdansk>

#### • RECRUITMENT OF CANDIDATES WITH DISABILITIES JUDGEMENT ABOUT THE NEED FOR SPECIAL EDUCATION

Children with disabilities judgement about the need for special education may apply for admission to public schools, public schools with integration or special needs classes and special needs schools. Public counselling and guidance centres help in choosing the right place of education by issuing decisions on the need for special needs education together with the diagnosis and information on the recommended type of institution.

List of schools providing special education and integration classes will be available here <https://naborsp-kandydat.edu.gdansk.pl/gdansk> on the 1<sup>st</sup> of March 2023

**Rules for admission of candidates with disabilities judgement about the need for special education** (Article 130(8) of the Law of 14 December 2016 on Education Law):

#### 1) to regular classes:

Candidates with disabilities judgement about the need for special education applying for admission to **a regular class** shall participate in the recruitment in accordance with the general recruitment rules adopted in the recruitment procedure for the school year 2023/2024 described above.

#### 2) to integration classes:

Candidates with disabilities judgment about the need for **special education** applying for admission to an integration unit shall not be subject to recruitment criteria. The decision to accept a candidate with disabilities judgment about the need for **special education** to the integration



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department is taken by a selection board appointed by the principal of the school. Parents do not participate in the electronic recruitment process at Gdańska Platforma Edukacyjna.

### Step 1.

#### Completion of the application for admission of a candidate

In order to enrol a candidate with disabilities judgment about the need for **special education** to an integration department, a completed and signed application must be submitted, together with annexes to each of the selected schools indicated in the list of preferences, between 1<sup>st</sup> of March and 15<sup>th</sup> of March 2022 at 4pm. **Parents do not follow the registration procedure within the electronic system of enrollment on Gdańska Platforma Edukacyjna (GPE).**

The application must be accompanied by a copy of the decision on the disabilities judgment about the need for **special education**.

Recruitment documents can be submitted in one of the following ways:

- personally submitted at school **or**
- placed in a signed envelope in a box/slot located at the catchment area school **or**
- sent the application using the ePUAP service on condition that the catchment school is registered at the ePUAP service **or**

### Step 2.

#### Checking the list of the candidates admitted to school.

**On 27<sup>th</sup> Of March 2023, the results of the recruitment procedure will be made public at 3 pm** in the form of a list of candidates admitted and not admitted to the school.

Parents can obtain the results by checking the lists of accepted and not accepted students at school where the lists are presented.

### Step 3.

#### Parents' confirmation of the admission process.

In order to confirm the will of continuing child's education in a local district school parents are asked to submit a printed application form at school. Once the candidate is qualified, parent is asked to **confirm his/her decision between 28<sup>th</sup> Of March and 3<sup>rd</sup> of April 2023 until 4 pm by submitting a printed statement** (attachment no. 1).



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Parents deliver the signed statement to the school in one of the following ways:

- personally submit at school **or**
- place in a signed envelope in a box/slot located at the catchment area school **or**
- send the application using the ePUAP service on condition that the catchment school is registered at the ePUAP service

### Step 4.

#### Lists of the accepted and rejected candidates

The recruitment committee shall publish the list of the accepted and rejected candidates on the **5<sup>th</sup> of April 2023 at 3 pm**. The lists include first name and surname of the candidates in alphabetical order with minimum number of points required for acceptance.

#### 1) special needs schools/classes

Candidates living **within the city of Gdańsk limits** are requested to submit a printed application form with disabilities judgement about the need for special education **directly to the school's principal** (the forms are available at school) after having made an appointment via telephone. **Such candidate does not participate in the recruitment procedure.** The decision is made by the principal based on the recommendations presented in the statement, the availability of specialists at school and the schools specialization.

In case **the candidate's residential address is outside the city of Gdańsk and there is no special needs school/class in the county of his/her residence**, the application form with the disabilities judgement about the need for special education, should be directed to the county's governor according to the place of residence. The governor submits application to the Mayor of Gdańsk with all the required documents.

The application form may be obtained here:

<https://www.gdansk.pl/urząd-miejski/wydział-rozwoju-społecznego/procedury/wydawanie-skierowania-do-kształcenia-specjalnego-w-specjalnych-przedszkolach-szkolach-i-oddziałach-specjalnych-oraz-osrodkach,a,44409>.



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### List of special needs schools in the City of Gdańsk

No.	School	Address	District	Telephone
1.	Szkoła Podstawowa Specjalna nr 26	80-882 Gdańsk ul. Karpia 1	Śródmieście	58 301 24 48
2.	Szkoła Podstawowa Specjalna nr 28	80-680 Gdańsk ul. Tęczowa 26	Wyspa Sobieszewska	58 344 59 17
3.	Szkoła Podstawowa Specjalna nr 37 im. Szarych Szeregów	80-332 Gdańsk ul. Piastowska 35/37	Przymorze Małe	58 558 31 13
4.	Szkoła Podstawowa Specjalna nr 63 w Zespole Szkół Specjalnych nr 1	80-251 Gdańsk ul. Batorego 26	Wrzeszcz Górny	58 341 23 63
5.	Szkoła Podstawowa Specjalna nr 78 w Specjalnym Ośrodku Szkolno-Wychowawczy nr 2	80-544 Gdańsk ul. Góreckiego 16	Nowy Port	58 343 03 21
6.	Specjalny Ośrodek Rewalidacyjno-Wychowawczy dla Dzieci i Młodzieży z Autyzmem	80-365 Gdańsk ul. Prezydenta Lecha Kaczyńskiego 28	Przymorze Wielkie	58 553 40 32

#### • POSTPONEMENT OF COMPULSORY EDUCATION

The Principal of a state school within the candidate's residential district postpones compulsory education for a given school year, once his/her parents submit an application.

The application should be submitted in the calendar year when the child is 7 years old. It can be resubmitted once the child is 8 years old. It must be submitted until the 31<sup>st</sup> of August. The postponement applies to the school year when the child is obliged to start compulsory education.

In case of children holding a disabilities judgment about the need for **special education**, compulsory education cannot be postponed longer than until the end of the school year when a child is 9 years old.

The application should be submitted with an opinion stating the need of a postponement in a given school year issued by a public Psychological and Pedagogical Counselling Centre, or



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a private Psychological and Pedagogical Counselling Centre founded in accordance with Article 168 of the Educational Law Act, where the employees have suitable qualifications specified for public Psychological and Pedagogical Counselling Centre employees; a statement indicating special needs should also be submitted.

A child whose compulsory education was postponed, continues preschool education in a kindergarten, preschool unit in primary school or another form of preschool education. Child with disabilities judgement about the need for special education issued due to multiple disabilities (when one of them is an intellectual disability) also in a revalidation and education centre.

A child whose obligatory education was postponed in 2023/2024 and continues preschool education **in the same institution, does not take part in the recruitment process**. In this case, parents are to submit the document declaring the continuation of preschool education („karta kontynuacji wychowania przedszkolnego”) between 13<sup>th</sup> February and 28<sup>th</sup> of February 2023 by 10 o'clock. If a child does not receive the postponement decision until the recruitment process starts, parents should confirm application for the child's education in a local district school, or should participate in the recruitment process in accordance with the schedule.

Parents requesting the postponement or planning to do it are asked to inform the principal of the local district school about it.





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### • THE RECRUITMENT PROCEDURE SCHEDULE FOR FIRST GRADE PRIMARY SCHOOL CANDIDATES IN 2023/2024

Time-limits of the recruitment and supplementary procedures including the deadlines for the submission of documents to first grade primary schools in 2023/2024 run by the municipality of Gdańsk are based on the Mayor of Gdańsk Ordinance Act No 4/23 as of 2<sup>nd</sup> January 2023.

No.	Type of activity within the recruitment procedure	Start date	End date
1.	Submit an application for admission to a primary school along with documents confirming the candidate's compliance with the criteria taken into account in the recruitment procedure	01.03.2023 at 12:00 pm	15.03.2023 at 4:00 pm
2.	Fitness tests for candidates for the first grade of a primary school of sports, a primary school of sports championship, a sports unit in a primary school, a sports championship unit at a primary school	03.03.2023 at 8:00 am	08.03.2023 at 4:00 pm
3.	The results of the fitness tests of candidates who received positive results set by the national sports committee of a particular discipline are published	09.03.2023 at 3:00 pm	
4.	The lists of qualified and non-qualified candidates within the recruitment procedure are published	27.03.2023 at 3:00 pm	
5.	Submit the parent's written statement confirming candidate's will of being admitted at the school	28.03.2023 at 8:00 am	03.04.2023 at 4:00 pm
6.	the lists of admitted and non-admitted candidates within the recruitment procedure are published	05.04.2023 at 3:00 pm	



## ZASTĘPCZYNI PREZYDENTA MIASTA GDAŃSKA

No.	Type of activity within the supplementary procedure	Start date	End date
1.	File/Submit an application for admission to a primary school along with documents confirming the candidate's compliance with the criteria taken into account in the supplementary procedure	15.05.2023 at 9:00 am	19.05.2023 at 4:00 pm
2.	Fitness tests of candidates for first grade of a primary school of sports, a primary school of sports championship, a sports unit in a primary school, a sports championship unit at a primary school	16.05.2023 at 8:00 am	17.05.2023 at 4:00 pm
3.	Publish the results of the fitness tests of candidates who received positive results set by the national sports committee of a particular discipline	18.05.2023 at 3:00 pm	
4.	Publish the lists of qualified and non-qualified candidates within the supplementary procedure	31.05.2023 at 3:00 pm	
5.	Submit the parent's written statement confirming candidate's will of being admitted at the school	01.06.2023 at 8:00 am	07.06.2023 at 4:00 pm
6.	Publish the lists of admitted and non-admitted candidates within the supplementary procedure.	09.06.2023 at 3:00 pm	

### Legal basis of the recruitment regulations:

- Educational Law Act dated 14th December 2016 (consolidated text Journal of Laws 2021 p. 1082),
- Gdansk City Council Act no. XXX/783/20 dated/as of 26th November 2020, regarding the recruitment criteria for first grade primary schools run by the municipality of Gdańsk and the number of points and documents confirming for each of the necessary criteria
- The Decree of the Mayor of Gdańsk No. 4/23 dated/as of 2<sup>nd</sup> January 2023 regarding the schedule of the time limits of the recruitment and supplementary procedures along with deadlines of documents admission to first grade primary schools run by the municipality of Gdańsk in 2023/2024