

In Norrtälje Municipality, all families have the right to take part in shaping their children's future by making an active statement of their preferences regarding school placement regardless of whether you want your children to go to a municipal or independent school.

There are fourteen school units in the municipality (some of these include several schools) and nine independent schools which are organized based on local conditions and requirements. You can state a preference for any of these. Your child is always guaranteed a place in a municipal compulsory school.

Prior to the school year 2012/2013, a statement of preference of school must be made for

- Children who will turn six years old during 2012 and wish to start in a pre-school class
- Children who will turn seven years old during 2012 and have not attended a pre-school class
- Pupils that are starting year seven in the autumn semester 2012

Pre-school class

The pre-school class is a non-compulsory form of schooling that is meant to stimulate children's development and learning as well as form the basis for continued schooling.

School preference

Preferences regarding school are registered at the [municipality's website](#). It is possible to state up to three preferences. It is good to state more than one school as there may be a limited number of places at your first choice school. If you have previously registered your choices and wish to alter or supplement them, you must always start the complete process again; otherwise the old choices disappear and are replaced with the new. The same registration for your old choices applies to your new choices. All schools and their contact details are presented at [norrtalje.se](#). If you wish to learn more, please contact the principal who can explain about the school's working methods and possible areas of specialization.

Prioritization

Placement in different schools occurs according to prioritization.

- Sibling prioritization (for children registered at the same address)
- Proximity
- Date of registration

Sibling prioritization

Applies to children registered at the same address. Does not need to be stated in the application; the [e-service](#) will determine which children this applies to.

Municipal and independent schools

The independent schools are applied for in the same way as the municipal schools. However, the independent schools may have their own prioritization rules for admission. Read more about the different schools and their rules at the website of each respective school.

School in another municipality

You also have the right to apply for a place for your child at a school, independent or municipal, outside of Norrtälje Municipality. Contact the school you are interested in to receive their application documentation. Also notify the [placement office](#).

Registered in another municipality

Contact the [placement office](#) if your children are registered in a municipality other than Norrtälje.

If you do not state a preference

Children who will turn six years old during 2012 and do not state a preference are assumed to remain in pre-school. Notify the principal of the pre-school and the [placement office](#). Children who turn seven years old during 2012 and have not attended pre-school, and pupils that are starting year seven in the autumn semester 2012, are placed in a municipal school if you do not state a preference of school.

The reason for this is that Norrtälje Municipality is obligated to ensure that all pupils satisfy the legal requirements regarding compulsory attendance at school.

School transport

Your preference of school may affect your right to school transport. Read more about school transport rules at the Municipality's website.

Mother tongue tuition

A pupil has the right to mother tongue tuition if one or both of the pupil's custodians have a mother tongue that is not Swedish, and if this language constitutes the habitual language for the pupil's daily interactions. If mother tongue tuition is desired, provide this information in connection with stating your preference of school under "other information".

Profile and specialization

There is information on the respective schools' websites about educational units that have particular profiles or specializations. Provide any such preferences under "other information" in connection with stating your preference of school.

Leisure time center

There are leisure time centers at many schools, which supplement the school day and provide care for children between 6 and 12 years old whose custodians work or study. If you require school age child care, you must apply for this separately via the [e-service](#) for custodians.

Cancelling your pre-school/family child minder

If your child turns six years old during 2012 and is currently attending pre-school, the placement will automatically be cancelled by the Childcare and Education Office on the final date of 31 July 2012. If you wish to cancel the placement earlier, you must make the cancellation via the [e-service](#) for custodians.

Remember that there is a two month notice period for cancellations.

Access to computers

If you do not have access to the Internet, you may use the computers in the municipal library or in the reception at the municipal house Ankaret, Estunavägen 14, Norrtälje.

E-service

At <http://bou.norrtalje.se/e-tjanst> you can log in and:

- Register your preference of school
- Register your preference for leisure time center if you need one
- See what schools and leisure time centers your child has been offered
- Reply to offers regarding schools and leisure time centers
- Register current contact details, schedule and income

ID and password

As user name, state your personal identity number (the addressee's personal identity number), the password is a combination of numerals and/or letters that you will find on the address label on the brochure that you received in the mail.

Offers from schools

It is the principal that decides on the admission of each child.

First choice school placements are offered by the principal between 6 and 18 December 2011 and must be replied to as soon as possible, and no later than 9 January 2012.

Second and third choices are offered from 10 January and must be replied to no later than 16 January 2012.

Custodians that are not registered at the same address as the child

If the custodians are not registered at the same address, the custodian that is not registered together with the child will receive a written offer to reply to. Note that the offer will remain on the web until the second custodian has returned the written offer.

Contact

placeringskontoret@norrtalje.se

Telephone 0176-717 05