

Procedure for Allocating Places for the Kita Year 2025/2026 (Deadline: February 18, 2025)



Evaluation Scale (1 – 8 points):

- 1 – 2 points: Low weighting (criterion has little influence)
- 3 – 4 points: Medium weighting (criterion is relevant)
- 5 – 6 points: High weighting (criterion plays a significant role)
- 7 – 8 points: Highest weighting (criterion is decisive)

Local Regulations for Place Allocation

Children whose primary residence is not in Messingen can only be admitted with the explicit approval of the Municipality of Messingen.

Available places are primarily allocated to preschool children. This ensures that as many children as possible can attend the local Kita before starting school.

Criteria and Point Allocation

Criteria for Place Allocation	Points Allocation
Single parents with verified employment	8
Consideration of exceptional hardship cases and social emergencies	3 – 8 (depending on the individual case)
Both parents employed (within childcare hours)*	7
Both parents employed (outside childcare hours, e.g., shift work)*	6
Children already attending the facility (change of childcare format)	6
Consideration of siblings (if the sibling is in care at the time of admission)	5
Children with special language support needs	5
Application submitted by the deadline	1

* Verified employment required

Criteria for Decision-Making in Case of Equal Points (No Lottery Procedure)

If two or more children achieve the same score, the following factors are used to determine priority:

1. Gender distribution within the group (as balanced as possible, with a minimum ratio of 1/3 for each gender)
2. Age of the children (in descending order)