

Guidelines for accepting Pre-K students living in Copenhagen Municipality:

*ISH is approved as a private institution with a language other than Danish, and as such, we must ensure, when enrolling children, that the rules of Section 22a of the Danish Day Care Act and the guidelines adopted by the local authority are complied with.*

*In concrete terms, this means that when a new Pre-K child is admitted, we have to assess whether it has integrational consequences for the actual child to be admitted.*

*This must be a written note stating that the assessment has taken place in the case of admission.*

*We must ask parents to provide documentation that they are staying in Denmark for a short time.*

*This documentation consists of either:*

- a residence permit based on employment;*
- an employment letter with an end date;*
- proof that the parents have been posted abroad, the parents must be posted abroad or that secondment is an expected part of one's employment.*

*We then must send the document to the Copenhagen Municipality in connection with the submission of the monthly overview of registered children.*

*We are also required to provide this information on the above rules on our website and by other guidance, so that the target group is clear to applicants.*

*Applying to this makes sure ISH can receive the municipal funding to keep the school fee at the stated rate.*