

Leaflet on registration and allocation of creche and nursery school places in Uelzen

- Registrations for a new nursery school year (starting from 14 August 2025) must be made at the start of each year by 28 February.
- You can fill out the registration form online at www.hansestadt-uelzen.de or collect one from the Town Hall (Rathaus) during normal opening hours and place it in the letterbox there.
- Please provide up to two other nurseries in addition to your main choice in case we are unable to accommodate your request. You will receive confirmation in writing in April as to whether and where you have been allocated a place. If you approve, return the section confirming that you wish to accept the place back to us. If you do not approve, please add your name to the waiting list at the Family Services Office (Familien-Servicebüro) at the Town Hall, Herzogenplatz 2.
- Anyone requiring a place for a different start date (e.g. care from January or April) should apply outside of the registration period with the Family Services Office at the Town Hall. Any available places are centrally allocated to all nursery schools via a waiting list.
- Places are allocated based on certain criteria. Working parents are prioritised when awarding places provided they can provide proof from their employer, school, Job Centre or language course at the time of registration.
- Anyone who receives a creche or nursery school place will receive a form to calculate the parental contribution. For children aged 3 and older, daily care is free for up to 8 hours. The 9th and 10th hour of care are payable for children over 3 years of age. A parental contribution is required for children under 3 years of age based on the scale of fees.
Contact for nursery contribution calculations:
Heidi Busse, at the Town Hall, Herzogenplatz 2, Room 56a, Tel. +49 (0) 581/800-6284

Viewing appointments at the nursery schools in Uelzen:

11 January and 18 January, both dates from 9 am to 12 pm

Please call us to register for a viewing with your desired nursery.

More information:

Family Services Office in Uelzen

Town Hall (Rathaus), Herzogenplatz 2, 29525 Uelzen

Contact: Judith Bräunlich

Tel. +49 (0) 581/ 800-6282 or 6283

familien-servicebuero@stadt.uelzen.de