

Renewal of enrolment SEAS Berdorf

School year 2025-2026

Dear parents,

In order to simplify the enrolment procedure for children currently enrolled at the SEAS Berdorf, current applications may be carried over to the next school year, which starts on 15 September 2026. We would ask you to confirm that you wish to renew your enrolment for the 2025-2026 school year by returning the attached Renewal form, duly signed, dated and in hand, by 30 April 2025 at the latest.

We would also ask you to inform us of any changes required to keep your file up to date by checking the validity of the documents indicated on the attached form.

Jill Van Der Weken,

Acting Manager of SEAS Berdorf

Renewal of enrolment SEAS Berdorf School year 2025-2026

Please return this form by 30.04.2025 at the latest

We, the undersigned, Mrs and/or Mr

Domiciled at the following address:

No. _____, street _____

L- _____ Place _____

Contact details:

Name : _____

Tel. : _____

Mail : _____

Name : _____

Tel. : _____

Mail : _____

hereby agree to the renewal of our **child's enrolment** :

NAME and First Name

We declare that we have read the internal regulations 2025-2026, as amended, and confirm that the documents are correct.

Should any of the documents listed below be changed, please send these documents to the SEAS so that the dossier can be updated.

Documents	Modification
Work certificates from persons with parental authority stating that they are in paid employment and indicating the hours worked per week, or proof of registration with ADEM	<input type="checkbox"/> yes <input type="checkbox"/> No
Direct debit order completed and signed, if your bank details have changed	<input type="checkbox"/> yes <input type="checkbox"/> No
If applicable, a copy of the judgement/referral of education rights	<input type="checkbox"/> yes <input type="checkbox"/> No
If applicable, a copy of the vaccination card	<input type="checkbox"/> yes <input type="checkbox"/> No

For children with allergies or intolerances, the documents below must be updated:

- **medical certificate** attesting to the allergies and/or intolerances.

- For children with special health needs, the **Individualised Reception Plan and the Emergency Action Plan (PAI)**

Information which is inaccurate may result in the exclusion of the child. The legal representatives undertake to communicate any changes as soon as possible, which will enable the child's dossier to be updated.

☐ We acknowledge having read:

1. The **internal rules** of the SEAS Berdorf
2. The information notice specific to the **processing of personal data** in the form of images (photographs or videos) captured by the Luxembourg Red Cross.
3. The general notice of **protection of personal data** – SEAJ and SEAS of the Luxembourg Red Cross available on the website (<https://www.croix-rouge.lu/fr/protection-des-donnees/>) and displayed in the SEAS.

☐ We expressly and explicitly consent to the child's health data entered above being processed by the SEAS Berdorf

Authorization for the taking and/or publication of images (photographs or videos) must be attached to the enrolment renewal (appendix ...).

Place and Date: _____, ____/____/____ Signature of the legal representatives: