



KONGSBERG
KOMMUNE

Briefing on admission to the kindergartens in Kongsberg.

Admission to the kindergartens:

All the kindergartens in Kongsberg cooperate in admitting children. Kongsberg Municipality helps out by receiving all the applications and feeding them into a computer that both the private and the public kindergartens have access to, in order to coordinate the admission.

There are different statutes and admission criteria in private and public kindergartens. Information about the different kindergartens can be read on Kongsberg Municipality's web-pages or the kindergartens own web-page.

Letters are sent from the kindergarten your child has been offered a space, to you.

How to apply:

Everyone who applies for a space in kindergarten for their child, has to use an electronic application-form. If you need help in applying, please contact our service-center (innbyggerkontakt) in the municipal building (Rådhuset), the library or any of the kindergartens in Kongsberg.

You will find the application-form on Kongsberg Municipality's web-pages.

Applicants, who do not have a norwegian personal-number, can contact Kongsberg Municipality for a paper-version to fill out.

The main admission 2012:

Deadline applying for an available space in kindergarten is March the 1st 2012. The deadline is final so the application-form must be sent within that date electronically.

Those who already have a space in kindergarten do not need to apply every year.

The main admission is in spring for the spaces that are available from August 1st 2012.

Applications will be treated in March/April 2012. An offer for an available space in kindergarten for your child, will be sent you within May 1st 2012.

If you have applied for a space in spring and do not get an offer, your application automatically will be sent to the main admission.

Additional Admission

You can apply for an available space for your child in kindergarten any time of year. Applications received after March 1st will be considered as they are received, in an additional admission.

Change kindergarten?

If you already have a space for your child in a kindergarten in Kongsberg, but wish to change kindergarten, you can apply for this.

Use the application-form on Kongsberg Municipality's web-pages. Deadline is March the 1st.

If your application is met and you get to move your child to a different kindergarten, you automatically lose your old space. If your application for a different kindergarten is denied, you can still keep your current space.

The right to a space for your child in a kindergarten

Our law of kindergartens § 8 second section, states the following:

The Municipal has a duty to offer a space for all children under the age of 6, who live in the Municipal. §12 says this: Children who turn 1 year within the 1st of September, in the year they apply for a space in kindergarten from august, has a given right to a space in kindergarten. The child has a right to a space in kindergarten in the Municipal that they live in.

The Municipal shall have a minimum of one admission a year. Deadline is set up by the Municipal.

Priority at admission

Law of kindergartens §13 applies to both private and public kindergartens. Children with impaired function in any way have a priority in kindergartens. An expert assessment is demanded to consider the severity of the impaired function of the child.

Children that has an impaired function and has a decision according to Law of Child Services §§ 4-12 and 4-4 fourth section, are a priority by admission. Documentation of this decision must be sent by mail to:

Kongsberg kommune,
Postboks 115,
3602 Kongsberg.

When offered a space:

The space you have been offered is yours until the child begins school, in the year your child turns 6.

The kindergartens conduct admission according to their statutes and admission criteria. They also send out letters offering the space to your child. You then have a 7 day deadline to answer the letter and give notice if you want the space or not. (Please fill out form sent to you and send back to the kindergarten.)

When rejected a space:

Kongsberg Municipality will send you a letter of rejection.

The right to a justification:

Regulations on procedures by admission in kindergartens § 4:

By main admission the applicant has a right to complain about the rejection to a space in kindergarten. The applicant can also complain if neither their second nor third wish of kindergartens have been fulfilled. At the additional admission, only the applicants with an impaired child according to Law of Child Services, have the right to complain.

Right of appeal:

Regulations on procedures by admission in kindergartens § 6:

By the main admission, the applicant has the right to complain to a rejection for a space in kindergarten. The applicant can also complain if neither the first nor the second choice of space in a kindergarten is fulfilled.

By additional admission, only the applicant with a child with an impaired function has the right to complain according to § 13 in Regulations on procedures.

The Complaint:

Regulations on procedures by admission in kindergartens § 7:

The complaint has to be in writing. Please state why you disagree with the decision.

Send it to the same address as listed above. Kongsberg Municipality will investigate the rejection and the reasons for it, and always make contact with the owner of the kindergarten in every case. If Kongsberg Municipality finds that the applicant should have been offered a space in the kindergarten, the applicant will be offered the first available space that occurs, if there are no children with impaired function in line before the applicant.

If Kongsberg Municipality does not agree with the complainant in the matter, the complaint will be sent to the Municipality's agency of complaints.

Agency of complaints:

Regulations of procedures by admission in kindergartens § 8:

The Municipality's board of appeals is the Agency of complaints.

Deadline for complaints:

Regulations on procedures by admission § 9:

Deadline for sending a complaint is 3 weeks from the time you receive the rejection in writing.

For those who does not receive a rejection in writing but still got a rejection, the deadline is 3 weeks from the time you should have made effort to find the outcome of the application.

The right to a justification cancels the deadline according to § 4. The new deadline will now be after the applicant receives the justification in writing.

In some cases a complaint can be considered even though the deadline has not been held, if the cause is reasonable.

Deleting of applications:

The applications are valid only for 2012. The applications will be deleted at the end of 2012.

Applicants who wish to apply for a space in kindergarten in 2013, has to do so after the 1st of January 2013.