

# EDUCATIONAL REGISTRATION INFORMATION SERVICE FOR THE 0-3 YEARS EDUCATIONAL YEAR 2017/2018

## WHO CAN REGISTER

The *on line registration to 0-3 years* Educational Services (Nursery and playgrounds) for the educational year 2017-18, reserved for girls and boys born from 1/1/2015 to 31/05/2017, would open between the end of March and the beginning of April and, after a period of suspension, would re-open only for the range of the little ones within the second half of May and early June. The families of girls and boys born from 01/06/2017 to 31/8/2017, could present, starting from the month of September, application for registration outside the deadline at the completion of the third month of age.

Boys and girls with at least from a parent in the Municipality of Florence can register. In case the parents are separated/divorced, the registration application must be presented *on line* by the resident parent with the boy or girl as long as the delegate of the other parent is attached to the application. In case of the absence of the delegate, application for registration would not be effected.

## HOW TO REGISTER

The application for registration can be effected exclusively *on line* by linking on to the relating Service of the Municipality of Florence "[Iscrizione nidi d'infanzia/spazi gioco educativi](#)" and is a self-certification and substitute declaration of certification.

To register applicants **must be in possession of, alternatively, one of the following documents** (which in any case, is readily obtainable):

**A) Credentials for access** (user name and password): those who do not already have them can request for them (with an identity document and tax code) at the counter of the Public Relations Offices (URP) of the Municipality of Florence, the Offices of Nursery Services – Day care, Via Nicolodi no. 2 or, *only if foreign families, at the Immigration Counter, Quartiere 5 - Villa Pallini, Via Baracca 150 p;*

Furthermore the credentials can be filled *on line* by utilizing the registration form through the link to the address: <http://centroservizi.lineacomune.it/ConsoleCittadino/>.

Subsequently, to retrieve same credentials (sealed envelope with password) the applicant can go, with a valid identity document and the tax code, to one of the following authorized counters on the territory:

[http://politichesocioabitativa.comune.fi.it/stranieri/servizi/sportelli\\_immigrazione.html](http://politichesocioabitativa.comune.fi.it/stranieri/servizi/sportelli_immigrazione.html)

**B) Authorized regional sanitary card** at the ASL counter of the Region of Toscana, or **National Services Card** (CNS).

In these cases a *smart card* player purchasable from the Sanitary company is required and access to the Service would be possible *on line* only from own PC.

**Note** for the *on line* Services the required **browser to use is Mozilla Firefox or Chrome**

Foreign families resident in Florence, with difficulty of comprehension of the Italian language, can call at the Immigration Counter, Quartile 5 - Villa Pallini, Via Baracca 150 p, where linguistic mediators – cultural - would furnish the necessary assistance for the filling of the registration form *on line*. They could take an appointment by contacting the Immigration Office directly (email: [immigr@comune.fi.it](mailto:immigr@comune.fi.it) – tel.: 0552767078).

[http://centroservizi.lineacomune.it/ssproxy/comune\\_di\\_firenze/politiche\\_sociali/immigrazione/sportello\\_unico\\_comunale\\_immigrazione/sportello\\_immigrazione.html](http://centroservizi.lineacomune.it/ssproxy/comune_di_firenze/politiche_sociali/immigrazione/sportello_unico_comunale_immigrazione/sportello_immigrazione.html)

After the close of registration a ranking list would be formed and published on the bases of the criteria of scores which would be made public also *on line* before the opening of registration.

## HOW MUCH IS PAID

The rate varies on the bases of the attendance timetable chosen and on the bases of income if an application for special rates was made through the online service [servizio on line](#).

It is available on the, Education Portal of the Municipality, a "[simulatore di tariffa](#)" which enables the families to form an idea on how much the amount to pay could be.

## IS IT NECESSARY TO BE IN POSSESSION OF THE ISEE CERTIFICATION?

The possession of the ISEE is not indispensable for the registration *on line*. However, such a certification is relevant for the following motives:

1) Persons who have an ISEE certification with a value below € 32.500,00 can in fact present, at the moment of registration *on line*, also an application for special rates.

The application for special rates can be presented with the following modalities:

- at the moment of filling the **registration application** to the Nursery/Playgrounds
- at **CAAF approved centers** authorized for *On Line* Services of the Municipality of Florence
- accessing the **On Line Services of the Municipality of Florence** at the item "[Domanda unica di Agevolazione tariffaria Servizi di Supporto alla Scuola/Asili Nido/Centri estivi](#)"

2) The ISEE below 42.000,00 Euros allows the use of a score supplementary in the ranking list

3) The ISEE above 42.000,00 Euros signifies however as a criterion of preference a parity of score

4) For those who would be listed on the waiting list (because they are not admitted to the nursery or playground), they may be allocated economic contributions for the attendance of accredited private facilities. To benefit from these contributions it would be compulsory to indicate the value of the ISEE in ways and moments that would be indicated subsequently in the allocation contest of economic benefits.

## WHICH AND HOW MANY FACILITIES CAN BE CHOSEN?

A maximum of 5 facilities can be indicated on the application in order of priority. Some facilities accept only boys and others only girls according to age; it would be possible to choose, therefore, only the facilities compatible with the age of the girl or of the boy. For each facility the declarant must choose **the time of getting in and of getting out**, amongst those provided for in the educational facility itself.

It is clarified that, in case of admission, the **time of getting out chosen is binding for the whole educational year**. After the beginning of attendance adequately motivated variation of hours can be evaluated and only starting from the month of December.

**With the opening of registration**, the days in which families could visit the educational facilities would be fixed.

The complete list of the educational services 0-3:

[http://educazione.comune.fi.it/export/sites/educazione/materiali/0-3/elenco\\_servizi14.pdf](http://educazione.comune.fi.it/export/sites/educazione/materiali/0-3/elenco_servizi14.pdf)

List of municipal services divided by quarters:

[http://educazione.comune.fi.it/0-3anni/sistema\\_servizi/servizi\\_comunali.html](http://educazione.comune.fi.it/0-3anni/sistema_servizi/servizi_comunali.html)

Accredited private facilities:

[http://educazione.comune.fi.it/0-3anni/sistema\\_servizi/servizi\\_accreditati\\_autorizzati.html](http://educazione.comune.fi.it/0-3anni/sistema_servizi/servizi_accreditati_autorizzati.html)

Services paper:

[http://educazione.comune.fi.it/0-3anni/sistema\\_servizi/carta\\_servizi.html](http://educazione.comune.fi.it/0-3anni/sistema_servizi/carta_servizi.html)