

New in e-KidReg:

- 1) Form "autorisation to leave" (for all children of the primary section)
- 2) Shuttle Form

1) Form "autorisation to leave" (for all children of the primary section)

Please connect to your e-KidReg account and then click on the button "to Leave" in order to open the form:



The children linked to your household will be displayed. You can then choose for the respective child the planning by clicking on "Enrol".

Please fill in the electronic form indicating all necessary information and click on "save" in order to send it to the administration of the CPE. As soon as your request has been treated you will receive a message from e-KidReg which shows you the next steps:

EN

Dear parents,

The status of your "autorisation to leave" application has changed.
Please consult your child's file in e-KidReg.
Please do not reply to this message.

Kind regards,

CPE Administration

You can also print the planning in e-KidReg. Once communicated to the CPE administration, the choice of the schedule applies to the entire school year and can be changed only in duly justified cases (new request in e-KidReg).

2) Shuttle Form

Please connect to your e-KidReg account and then click on the button "Shuttle" in order to open the form:



The screenshot shows the e-KidReg website interface. At the top, there is a header with the e-KidReg logo, the European Commission logo, and language options (FR, EN). Below the header, there is a navigation bar with 'Welcome', a user profile, and 'logout'. A 'Change password' link is also visible. On the left side, there is a sidebar menu with buttons for 'Parent details', 'Documents', 'Child enrolment', 'Child re-enrolment', 'Holidays', 'Authorisations', 'Shuttle', and 'to Leave'. The 'Shuttle' button is highlighted in yellow. The main content area shows 'Enrolment Procedure' and 'Re-enrolment Procedure' tabs. A yellow banner contains a message: 'Registration of children to the Day Nursery (Garderie) and Study and Recreation Centre for the school year 2014/2015 starts from 31 March 2014.' Below this, the 'ENROLMENT' section is active, with sub-tabs for 'CRITERIA', 'PRIORITIES', 'DEADLINES', and 'ATTENDANCE'. The 'PRIORITIES' sub-tab is selected, showing 'ADMISSION PRIORITIES' and a list of priorities, with 'Priority 1' (A single parent having sole responsibility for the child's upbringing and education.) listed.

The children linked to your household will be displayed. You can then choose for the respective child the planning by clicking on "Enrol".

Please fill in the electronic form indicating all necessary information and click on "save" in order to send it to the administration of the CPE. As soon as your request has been treated you will receive a message from e-KidReg which shows you the next steps:

EN

Dear parents,

The status of your "shuttle" application has changed.
Please consult your child's file in e-KidReg.
Please do not reply to this message.

Kind regards,

CPE Administration

You can also print the planning in e-KidReg. Once communicated to the CPE administration, the choice of the schedule applies to the entire school year and can be changed only in duly justified cases (new request in e-KidReg).