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# Admission Criteria

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To enroll your child at Kaštánkov Early Childhood Centre, the following conditions must be met:

- 1) At least one parent or legal guardian is **employed at Charles University**.
- 2) Parent or legal guardian must be one of the following:
  - Employed
  - Self-employed
  - A full-time student
  - Paying social security contributions
  - Meeting obligations as a self-employed person to pay pension insurance and contributions to state employment policy
  - Caring for a close relative who is dependent on assistance (Level II – moderate, Level III – severe, or Level IV – complete dependency)
  - Registered with the Labour Office as a job seeker

(For families not living together, only the parent applying for the child's admission is considered.)  
This information must be documented for the purpose of claiming the state contribution for childcare services.

## Evaluation Criteria

### 1) Child's Age

Children who have reached at least 1 year of age and are under 3 years old by August 31 of the relevant year are given priority.

1–3 years = 2 points  
3 years and older = 1 point

For the 2026 intake (starting January 5, 2026), the age will be assessed as of August 31, 2025.

### 2) Attendance Schedule

Priority is given to children attending full-time.

Full week = 2 points  
2–4 days = 1 point  
1 day = 0 points

### 3) Contract Duration

Priority is given to children with a 12-month contract.

12 months = 2 points

Less than 11 months = 1 point

Exception for the opening year: contracts will be valid until August 31, 2026.

8 months = 2 points

Less than 7 months = 1 point

#### **4) Location**

Parents employed at Charles University whose workplace is geographically closer to the Centre will receive additional points.

Prague 1 = 2 points

Other districts = 1 point

#### **5) Order of Application**

If two or more applicants have the same score, the date and time of online form submission will determine the order.

#### **Admission Process**

Children are admitted based on compliance with the mandatory **conditions** and evaluation **criteria** published on the Centre's website.

If capacity is reached, applicants will be placed on a waiting list. If a place becomes available, we will contact families in order of their points.

Admission results will be published under the assigned registration number in an anonymized list, which will include:

- Total number of admitted children
- Waiting list
- Points scored according to the evaluation criteria

The list will be available on the Kašáankov Early Childhood Centre website under "Admissions."