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sportello
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dove puoi trovarci
p.tta i cesenati del 1377 n. 1
47521 cesena . fc . Italia
www.comune.cesena.fc.it/facile

per contattarci
tel +39 0547 356235
fax +39 0547 356268
facile@comune.cesena.fc.it

Information for the presentation of applications to nursery schools school year 2023/24



UFFICIO NIDI E SCUOLE DELL'INFANZIA

P.zza del Popolo, 10 - 47521 Cesena (FC) ☎ 0547/356318-319-548
E-mail: infanzia@comune.cesena.fc.it

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SUBMISSION OF THE ADMISSION APPLICATIONS TO MUNICIPAL AND AFFILIATED PRIVATE NURSERY SCHOOLS

ENROLMENT from Tuesday, March 14th to Friday, April 21st 2023*

Applications must be submitted exclusively **online, under penalty of INADMISSIBILITY** at the following link www.comune.cesena.fc.it/iscrizionenidi using SPID credentials. Information on how to get the credentials at the following link www.comune.cesena.fc.it/servizionline/scuola.

In case of difficulties in accessing the operating system, the Front Office (Sportello Facile), located inside the municipal building (entrance on the Rocca side) makes its operators available to assist users in completing the application online **BY APPOINTMENT ONLY**. For information on how to access municipal services, please consult the website www.comune.cesena.fc.it/uffici.

Make an appointment online at the following link www.comune.cesena.fc.it/servizionline/scuola or call 0547 356235.

Applications for admission to the nursery are accepted even after 21 April 2023*. These applications are taken into consideration after having exhausted the rankings of applications submitted within the deadline.

WHO CAN SUBMIT THE APPLICATION FOR ADMISSION TO NURSERY?

1. Families with children born in 2021 - 2022 and 2023
2. Families residing in Cesena
3. Families residing outside the Municipality of Cesena - these will compete only for the Municipal nursery schools

WHAT IS NEEDED:

- FedERa or SPID credentials – in case the application is submitted online-;
- Identity document of the signatory of the application form – in case of applications submitted at the Help Desk (Sportello facile)-;
- Personal data and fiscal code of the members of the family ONLY if not residing in Cesena ;
- Telephone number, mobile phone number, e-mail address
- Information on the working schedule and job place of the parents: name and telephone of the Company, type of contract, weekly time schedule, details on possible business trips or shifts, and information on the grandparents;
- Any medical certification attesting to the pregnancy of the mother, the invalidity of cohabiting relatives or the physical impediment of the child's grandparents (only if not falling within categories a) b) c) d) page 9 of the present circular;
- Valid ISEE certificate only for those who intend to present it

WHAT IS THE ISEE CERTIFICATE/DECLARATION?

In order to apply for welfare benefits linked to income or public utility services, the citizen must draw up a single substitute declaration, containing information on his / her family unit, on the income and assets of that unit. The declaration, which documents the entire economic situation of the family unit (composition, income, movable and immovable property), therefore, is not merely the "tax return" but it serves to establish, on the basis of all the necessary data, which citizens should be granted subsidized social benefits. The form is quite complex and must be completed with care. Whoever delivers it assumes responsibility, even criminal, for what is declared there.

2023 ISEE certificate:

- if submitted at the same time as the application for admission or in any case by the deadline of **21st April 2023** *, it can be used to obtain an additional score for the rankings for admission to the nursery (see page 8 of this file) and to obtain a subsidized tuition fee;
- if submitted by **October 15th, 2023**, it can be used to obtain a subsidized tuition fee (see circular of fees).

HOW TO ENTER THE ISEE ONLINE

The ISEE certificate, to be evaluated for the purposes of the score for the ranking, must be presented BEFORE entering the nursery school application, in this way the indicator will be acquired automatically. If the ISEE is presented AFTER, it is necessary to notify the childhood office via email which will proceed to insert the ISEE manually in the nursery application. The ISEE Certificate must ALWAYS be entered by accessing the link www.comune.cesena.fc.it/servizionline/scuola, using the SPID credentials. After entering the terminal, the family will receive a confirmation email with the no. protocol of the submitted application. Alternatively, it is possible to present the ISEE Certificate at the Municipality's Easy Desk ONLY BY APPOINTMENT. Tel. 0547 356235

THE ISEE SENT BY MAIL IS NOT CONSIDERED VALID.

* For children born in April- May 2023 and by 15th June 2023 the deadline is 17th June 2023.

All the information necessary for the preparation of the ISEE Declaration can be found on the website www.inps.it or directly requested to the CAF.

The presentation of the Isee certificate is not compulsory for the admission, but it is indispensable if requiring the subsidised fee.

Please note that the deadline for submitting the ISEE Certificate for the purpose of calculating the fee is 15 th October 2023. In case of admission to the nursery during the year, the ISEE Certificate must be submitted within 15 days of insertion.

If the household income situation is currently significantly changed, with a decrease of at least 25%, compared to what is reported in the ISEE declaration submitted, the interested parties can produce a **current ISEE by 21st April 2023***.

All applications submitted are intended with insertion between September and October (excluding infants-lattanti who expressly request them) or from when the place becomes available in case of insertion during the year.

The information released when applying for access to the nursery, in application of the provisions of current legislation, are used as self-certification except for circumstances relating to health for which it is necessary to show the relevant medical certificate.

For the purpose of evaluating the application, each declaration must refer to situations already in existence at the time of submission.

It is possible to submit the application indicating one or more nursery schools where the family **is actually available** to accept the place, without limits with respect to the number of choices (nor the obligation to register for the nurseries in the area where the family lives), in order of priority. The reference schools are made up of all the municipal ones and of the affiliated private ones (even part-time).

Families will compete ***only and exclusively for the places in the nursery schools (municipal and / or affiliated private ones) indicated when submitting the application for admission.*** If the user has obtained a score that does not allow him/her to enter one of the nursery schools chosen at the time of submitting the application for admission (20th May 2021 *), he/she will remain on the waiting list even if there are still places available in schools not indicated in the application. These still vacant positions will be assigned to those families who, albeit with a lower score, have indicated them in their preferences.

If, after having exhausted the rankings of the applications submitted within the deadline, there are still available nursery places, these will be proposed in the following order:

1. to resident families present in the rankings of applications submitted within the terms that have not been assigned a nursery place and have remained on the waiting list
2. to resident families who have submitted the application after the deadline
3. to families not resident in Cesena (excluding places in the affiliated nursery schools)

Non-acceptance of the place assigned at the nursery indicated in the application will result in exclusion from the rankings. Therefore, if the family gives up the place offered - that was included among the choices indicated - and intends to remain on the waiting list on one or more schools that are currently unavailable, the application loses its position and moves to the bottom of the rankings.

The user can request information on the status of their application for admission also by telephone (nursery office Tel. N. 0547 356318 - 319 - 548), by communicating in advance to the officer in charge **the protocol number** assigned to their application for admission.

The information circulars can be downloaded at this link www.comune.cesena.fc.it/iscrizionenidi or found both at the reception point and at the nursery office.

WASHABLE NAPPIES

From the a.s. 2023/24 it will be possible to use washable diapers at the municipal nursery school for your child.

- parents must bring at least 3 clean diapers a day to the nursery
- teachers place used diapers in a special bag provided by the family
- the family collects the bag with used diapers at the end of the day
- the diaper bag should be made of environmentally friendly waterproof and breathable material, reusable, washable, durable. Must contain airtight or double zipped waterproof bags to hold at least 3 dirty diapers.
- bags/containers that do not meet the above requirements will not be admitted.

LATTANTI (born in 2023) with insertion in January 2024

From January 2024 will be available further 10 nursery places: 5 at the nursery Il Prato and 5 at the nursery Ippodromo. Applications can be submitted by 11 November 2023. To be able to access this ranking, select the appropriate box.

The 10 nursery places are available from January 2024 if not occupied in September 2023.

* For children born in April- May 2023 and by 15th June 2023 the deadline is 17th June 2023

USEFUL INFORMATION SCHOOL YEAR 2023/24

BEGINNING OF THE SCHOOL YEAR: Monday 1st September 2023

END OF SCHOOL YEAR: Friday 28 June 2024

The Christmas and Easter closures will follow the ministerial calendar.

INSERTIONS: the date of insertion of children in the nursery will be established together with the teachers during the first meeting, before the beginning of the school year. The monthly fee will begin to be paid from the first day of insertion regardless of the time of the child's hourly stay in the nursery.

SLEEP: for the new sections of infants and weaning babies, the sleep of the first group inserted will occur approximately one month after the start of insertion. For the other sections, times will be established based on the number of new children enrolled in each section.

ENTRANCE HOURS: 8.30/9.00. For work reasons of both parents (or the only parent present in the family) it is possible to request early entry from 7.30. Early entry is only from 8.00 am for section Primavera di San Mauro, for the infant sections with 10 children and in those sections where, in the face of a smaller number of children enrolled there are 2 teachers instead of 3- (please fill in the specific form sent to each family before the school year)

EXIT TIME: 12.30 / 13.00 - intermediate exit-; 15.45 / 16.20 - afternoon exit-

SUMMER CENTER: The Administration organizes the summer camp for the month of July for children attending municipal nurseries at 2-3 nursery locations. It is essential that both parents work during the summer camp period. Registrations are usually collected in April.

For the children designated by the Municipality, on the affiliated places, the private nurseries **BABY BIRBA, LE FAVOLE, MONDOBIMBI, PETER PAN, PICCOLE STELLE, TIC TAC, TIRITHERA E TRILLY FULL TIME** guarantee the service according to the annual opening calendar at the frequency set for the municipal nursery schools and for the daily timetable from 7.30 to 16.30, from Monday to Friday. The service in question includes a snack, lunch and the supply of diapers.

For the children designated by the Municipality, on the affiliated places, the **TRILLY PART TIME** private nursery guarantees the service according to the annual opening calendar at the frequency fixed for the municipal nurseries and for the daily timetable from 7.30 to 14.00 from Monday to Friday. The service in question includes lunch and the supply of diapers.

THE TRANSIT FROM THE PART TIME SECTION TO THE FULL TIME SECTION (AND VICEVERSA) OF THE TRILLY NEST IS NOT ALLOWED DURING THE YEAR.

Any additional services, with respect to the above, must be agreed directly between the families and the private nursery and do not fall within the conditions set out in this deed and do not constitute any responsibility for the Municipality.

The affiliated private nursery **PICCOLE STELLE** is housed in the building called "Casa Rossa" in Ponte Pietra and is managed by the ASP (Personal Services Association). The affiliated private nursery **TIC TAC** is housed in the municipal school building in Ponte Abbadesse and is managed by the Coop Società Dolce.

The affiliated private nursery **TIRITHERA** is hosted at the headquarters of the Hera Forlì-Cesena company and is managed by the Coop. Soc. Formula Servizi alle Persone of Forlì. The affiliated private nursery **TRILLY –FULL TIME E PART TIME**– is housed in the building called "Roir" and is managed by the Coop Società Dolce.

The new nursery **PICCOLE IMPRONTE** located in Bora, is the result of a collaboration between the Municipality of Cesena and the Municipality of Mercato Saraceno and it is managed by the ASP (Personal Services Association). The residents in Mercato Saraceno, Borello, San Carlo and San Vittore have priority for the allocation of the nursery places.

VACCINATION OBLIGATION

In compliance with the provisions of Law no. 119 of 31/07/2017, children must have been previously vaccinated in order to access educational services. The Municipal Administration follows the verification procedure indicated in the MIUR circular no. 14659 of 13/11/2017

To check the exact position of the nursery schools, please see the map on page 11

AVAILABLE PLACES IN DIFFERENT AGE GROUPS AT MUNICIPAL NURSERY SCHOOLS

MUNICIPAL NURSERY SCHOOLS	SECTIONS	LATTANTI Born between January 1 st 2023 and June 15 th 2023	SEMI DIVEZZI Born between July 1 st 2022 and December 31 st 2022	MEDI DIVEZZI Born between January 1 st 2022 and June 30 th 2022	GRANDI DIVEZZI Born in 2021
CARDUCCI Viale Carducci, 43 Tel. 3397765195 Total 40 children	Medi/grandi divezzi			8 reconfirmed 11 new enrolled	
	Grandi divezzi				17 reconfirmed 4 new enrolled
CASE FINALI Via Paradiso, 130 Tel. 0547 300353 Total 34 children	Orsetti		7 reconfirmed 10 new enrolled		
	Coniglietti		8 reconfirmed 9 new enrolled		
IL PRATO Viale Carducci, 65 Tel. 0547 21344 Total n. 67 children	Lattanti	10* new enrolled			
	Semi/medi divezzi		17 new enrolled		
	Medi/grandi divezzi			15 reconfirmed 4 new enrolled	
	Grandi divezzi				20 reconfirmed 1 new enrolled
IPPODROMO Via Fabio Ricci, 50 Tel. 0547 331540 Total n. 67 children	Lattanti	10* new enrolled			
	Medi divezzi		17 new enrolled		
	Grandi divezzi 1			14 reconfirmed 5 new enrolled	
	Grandi Divezzi 2				18 reconfirmed 3 new enrolled
IDA SANGIORGI -MULINI- Via Rasi e Spinelli 91 Tel. 0547 25741 Total n. 57 children	Semi divezzi		17 new enrolled		
	Medi/grandi divezzi			10 reconfirmed 9 new enrolled	
	Grandi divezzi				17 reconfirmed 4 new enrolled
MACERONE Via Olof palme, 80 Tel. 0547 311075 Total n. 17 children	Unica		13 reconfirmed 4 new enrolled		
SAN MAURO Via San Miniato, 30 Tel. 0547 600400 Total n. 38 children	Piccoli		17 new enrolled		
	Grandi				17 reconfirmed 4 new enrolled
VIGNE CENTRO Via Tommasini, 2 Tel. 0547 384938 Total n. 17 children	Unica		2 reconfirmed 16 new enrolled		
VIGNE PARCO Via Nello Casali, 70 Tel. 0547 382780 Total n. 67 children	Lattanti	10 new enrolled			
	Semi/Medi divezzi		10 reconfirmed 7 new enrolled		
	Medi/grandi divezzi			7 reconfirmed 12 new enrolled	
	Grandi divezzi				16 reconfirmed 5 new enrolled
TOTAL n. 404 enrolled- n. 207 reconfirmed – n. 187new enrolled children					

* From January 2024, another 10 places will be available (5 at the Il Prato nursery school and 5 at the Ippodromo nursery school).
If the sections are not completed, there is the possibility that mixed sections will be formed.

The number of places may vary as a result of the admission of children with deficits and / or the submission of internal transfer requests. Following any renunciation of the assigned places, there may be the possibility of reviewing the allocation of nursery places in the various services, while always ensuring the maximum commitment to the satisfaction of the applications submitted.

AVAILABLE PLACES IN DIFFERENT AGE GROUP AT AFFILIATED PRIVATE NURSERY SCHOOLS

	LATTANTI Born between January 1 st 2023 and June 15 th 2023	PICCOLI (YOUNGER CHILDREN) Born in 2022	GRANDI (OLDER CHILDREN) Born in 2021
BABY BIRBA Via Targhini, 2674 Gattolino 0547 324593 www.babybirba.org		9 new enrolled	10 reconfirmed 0 new enrolled
LE FAVOLE Via Settembrini, 74 Oltresavio 0547 330351 www.asilonidolefavole.it	10 new enrolled	8 reconfirmed 10 new enrolled *	16 reconfirmed 0 new enrolled
MONDOBIMBI Viale Carducci, 69 Barriera-Porta Santi 0547 29865 www.nidococcolandia.com		0 reconfirmed 14 new enrolled	13 reconfirmed 5 new enrolled
L'ISOLA DI PETER PAN Via F. Orsini, 20/22 Ponte Nuovo 0547 396589 www.isoladipeterpan.it		9 new enrolled	11 reconfirmed 5 new enrolled
PICCOLE STELLE Via Cesenatico, 1795 Ponte Pietra 0547 300490 www.aspcesenavallesavio.eu/		15 new enrolled	26 reconfirmed 10 new enrolled
TIC TAC P.le Paola Brighi, 6 Ponte Abbadesse 0547612946 www.societadolce.it		11 reconfirmed 9 new enrolled	
TIRITHERA Via Spinelli, 60 Sant'Egidio 0547 385366 www.formulaservizialepersone.it		6 new enrolled	12 reconfirmed 0 new enrolled
TRILLY FULL TIME+PART TIME** Via Ancona, 310 San Mauro 0547 608473 www.societadolce.it		13 new enrolled	14 reconfirmed 4 new enrolled
TOTAL n. 244 places – n. 119 reconfirmed – n. 125 new enrolled children			

* For the nursery Le Favole, priority is given to children born between 01.06.2022 and 31.12.2022.

** Families, after acquiring the place, will have to make agreements directly with the nursery to establish whether to opt for the full-time or part-time section. Please note that the transition from full time to part time or vice versa is not granted.

The places in agreement at private nursery schools are accessible only to children residing in the Municipality of Cesena. The change of residence outside the Municipality automatically invalidates the right to an agreement place at private nursery schools. The available places are subject to change following the actual reconfirmation of the affiliated children or the modification of the agreements currently in place.

PICCOLE IMPRONTE (BORA) Via Anna Frank, 12 Bora di Mercato Saraceno 3314029083 www.aspcesenavallesavio.eu/	10 reconfirmed 10 new enrolled born on 2022 and 2021	The residents in Mercato Saraceno, Borello, San Carlo and San Vittore have priority for the allocation of nursery places at Piccole Impronte in Bora.
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CRITERIA AND PROCEDURES FOR THE FORMATION OF THE RANKINGS OF APPLICATIONS FOR ADMISSION TO NURSERY

Applications for admission submitted by **21st April 2023*** are assessed by the nursery office using the criteria established in the following points, which determine a score aimed at forming a ranking for admission organised as follows:

1. LATTANTI consisting of children born between 01.01.2023 and 15.06.2023
2. SEMI DIVEZZI consisting of children born between 01.07.2022 and 31.12.2022
3. MEDI DIVEZZI consisting of children born between 01.01.2022 and 30.06.2022
4. GRANDI DIVEZZI consisting of children born in 2021

PUNTO "A"	INCOMPLETE FAMILY UNIT OR IN OBJECTIVE DIFFICULTY IN ITS ASSISTANCE AND EDUCATION TASKS	
	<ul style="list-style-type: none"> • Absence of the maternal or paternal figure due to: death, non-recognition, state of detention, emigration 	points 15
	<ul style="list-style-type: none"> • Documented absence of the maternal or paternal figure 	points 7.5

PUNTO "B"	WORKING SCHEDULE AND JOB PLACE OF THE FATHER AND MOTHER (scores are attributed to each parent)	
1	<ul style="list-style-type: none"> • Less than 15 hours per week 	points 3
	<ul style="list-style-type: none"> • From 15 to 29 hours per week 	points 5
	<ul style="list-style-type: none"> • From 30 to 35 hours per week 	points 7
	<ul style="list-style-type: none"> • From 36 hours per week and up 	points 9
	<ul style="list-style-type: none"> • Self-employed/collaborator 	points 6
	<ul style="list-style-type: none"> • Flexible work 	points 4
	<ul style="list-style-type: none"> • Student, scholarship recipient, apprentice, intern (not summable to work) 	points 4
2	<ul style="list-style-type: none"> • 24 hours shifts 	points + 0,5
	<ul style="list-style-type: none"> • Daily commute over 30 Km (one way G.Maps distance from city center to city center - shortest route) 	points + 2
3	<ul style="list-style-type: none"> • Weekly commute from Monday to Friday/Saturday (away from home from Monday to Friday/Saturday) 	points + 5
	<ul style="list-style-type: none"> • Documented absence from home beyond the week (at least 4 months a year) 	points + 8
	↘ Work schedule of full-time state teachers is conventionally set at 35 hours	

PUNTO "C"	COHABITANTS IN NEED OF ASSISTANCE	
1	Invalid father, mother, brother or sister	
	- Disability from 33% to 45%	points 4
	- Disability from 46% to 67%	points 8
	- Disability of over 67%	points 15
	- 100% disability	points 20
2	Other relatives beyond the 3rd degree (grandparents, uncles referring to the child) completely physically impeded (disability over 2/3) as long as they live together and are not guests of a protected structure	
	- Disability of over 67%	points 10
	- 100% disability	points 15

PUNTO "D"	OTHER CHILDREN	
1	Pregnant mother	points 3,5
2	Siblings of nursery age:	
	- enrolled in the nursery (each)	points 2,5
	- not enrolled in the nursery (each)	points 3,5
3	Siblings aged 3 to 6 (each)	points 2,5
4	Siblings aged 6 to 11 (each)	points 1,5
5	Siblings aged 11 to 16 (each)	points 1

PUNTO "E"	INDICATORE DELLA SITUAZIONE ECONOMICA EQUIVALENTE (ISEE) (Indicator of Equivalent Economic Situation)			
	Up to € 7.000,00	points 10	From € 16.000,01 to € 17.000,00	points 4,5
	From € 7.000,01 to € 8.000,00	points 9	From € 17.000,01 to € 18.000,00	points 4
	From € 8.000,01 to € 9.000,00	points 8,5	From € 18.000,01 to € 19.000,00	points 3,5
	From € 9.000,01 to € 10.000,00	points 8	From € 19.000,01 to € 20.000,00	points 3
	From € 10.000,01 to € 11.000,00	points 7,5	From € 20.000,01 to € 21.000,00	points 2,5
	From € 11.000,01 to € 12.000,00	points 7	From € 21.000,01 to € 22.000,00	points 2
	From € 12.000,01 to € 13.000,00	points 6,5	From € 22.000,01 to € 23.000,00	points 1,5
	From € 13.000,01 to € 14.000,00	points 6	From € 23.000,01 to € 24.000,00	points 1
	From € 14.000,01 to € 15.000,00	points 5,5	From € 24.000,01 to € 25.000,00	points 0,5
	From € 15.000,01 to € 16.000,00	points 5	From € 25.000,01 and up or non-submission of ISEE	points 0

CRITERIA TO BE USED IN THE EVENT OF EQUAL SCORE IN PROGRESSIVE ORDER:

1. **PUNTO “D”** = Other children
2. **PUNTO “B”** = Working schedule and job place of father and mother
3. **Absence/unavailability of grandparents.** Grandparents are considered unavailable if they are:
 - a) deceased
 - b) over 70 years old
 - c) residing outside the Municipality
 - d) engaged in work activity
 - e) unable for health reasons (please present medical certification)
4. **PUNTO “E”** = ISEE indicator
5. **Age of the child** = priority to the older ones

Applications for admission to nursery for children residing in the Municipality of Cesena (or with a residence request submitted to the Demographic Services of the Municipality within the indicated deadline) can be submitted. Applications submitted after the deadline will be included in a reserve ranking that will be drawn up if the ordinary rankings are exhausted, in case of nursery places still available.

Spots are assigned primarily to children residing in the Municipality of Cesena^{*}; children residing in other municipalities can be inserted only after the rankings, including the reserve one, have been exhausted.

EXCEPTIONS

The insertion of children may be arranged, in derogation from the above mentioned criteria, in order to avoid or reduce particular situations of social, economic and educational hardship that involve risks of social exclusion.

In particular, priority is given to applications for enrolment in nursery for children who find themselves in the following situations:

- Situation of certified physical or mental handicap
- Situation of family hardship with the need for insertion into educational services to protect the child's well-being, certified by the competent social services

For serious and documented situations of social risk, the insertion during the year is possible, in derogation of the ranking in force.

RANKINGS AND REVISION INSTANCES

The provisional ranking of applications submitted by the deadline of **April 21st, 2023**^{*} is published online on the Municipality website www.comune.cesena.fc.it/nididinfanzia starting from **May 17th, 2023**. The provisional ranking of LATTANTI is published from June 21st, 2023.

Each family can identify their score through the protocol number assigned to the application or by accessing their own private area.

The score is also communicated via email to the families.

Interested parties may submit to the Head of the School and Sport Sector (Dirigente del Settore Servizi Educativi, Istruzione e Sport) **from 17th May to 31st May 2023, a request for revision of the score assigned** for the definition of the ranking, reporting (in written form) any errors or omissions and attaching the documentation deemed appropriate. On this occasion, it is possible to forward any request for modification of the choices made regarding nursery schools. Families of lattanti can submit an application from 21 June to 30 June 2023.

A written reply will be given to the requests presented to the Head of the School and Sport Sector within the indicated deadlines.

^{*} or within inter-municipal associations

^{*} For children born in April- May 2023 and by 15th June 2021 the deadline is 17th June 2023.

The decisions of the Director (Dirigente) regarding the instances are final acts and therefore can be challenged in the courts.

The final ranking will be published from **13th June 2023** at the following link of the Municipality of Cesena www.comune.cesena.fc.it/nididinfanzia.

LATTANTI (born in 2023) with insertion in January 2024

From January 2024 further 10 nursery places will be available: 5 at the nursery Il Prato and 5 at the nursery Ippodromo. Applications can be submitted by 11 November 2023. The provisional ranking of infants with insertion in January 2024, with applications received by 11 November 2023, will be published on 20 November 2023 with the possibility of submitting an application for **revision of the score assigned** by on November 30, 2023. The final ranking is published from **December 7, 2023**. To access this ranking, select the appropriate box.

The 10 nursery places are available from January 2024 if not occupied in September 2023.

ASSIGNMENT AND ACCEPTANCE OF THE PLACE

Starting from **13th June 2023** the available places are assigned based on the order of the rankings and the user's choices when submitting the application for admission.

The nursery office sends the communication relating to the assigned place to the families, with all the necessary information to confirm the place by email, by post for families without an email address.

If a place is assigned in the municipal nursery schools, the family must confirm acceptance by paying a security deposit of **€ 100,00**. Times and methods of payment of this fee are communicated upon confirmation. The security deposit is also due for entries during the year.

The security deposit of € 100,00 is returned in January 2024 by bank transfer. For insertions during the year, the security deposit is returned after the first 3 months of attendance.

The security deposit is not returned when:

- The child attends the nursery for less than 3 months
- The child is withdrawn from the nursery following the assignment of the place
- The child does not start nursery attendance

The exemption or reduction from the payment of this sum is allowed only for cases reported by the social services with a specific request.

Failure to pay this sum - within the terms indicated in the communication sent by the nursery office to the user - is considered as an automatic renunciation **of the assigned place and ranking**.

If a place in agreement is assigned in private nursery schools, the family is not required to pay the deposit indicated above. In order to confirm, only the acceptance form sent to the families must be returned, once completed and signed.

Private nursery schools have the right to ask users directly for a deposit to confirm the place in the agreement. Please inquire directly with the private nursery schools about the amount of the deposit and the method of reimbursement.

During the phases of assigning the nursery places, following the non-acceptance or withdrawal of the assigned nursery places, these are automatically reassigned to those who had indicated them as a priority choice compared to the one initially obtained. Families have the right to access the choice indicated primarily or to remain in the assignment already obtained. Once the child has been placed in the nursery, no more changes are made despite the fact that the places in the nursery schools indicated as a priority become available.

After the available places have been filled, the applications of all the families that are excluded at that time will form the **waiting lists** (one for each of the age groups of the children) from which drawing for the coverage of the places that become vacant in case of resignation during the school year. Applications on the waiting list of children residing in the Municipality of Cesena are accepted as a priority.

Open Day

Parents have the opportunity to visit the municipal nursery schools and the affiliate private nursery schools in order to favor an initial knowledge of the pedagogical project that develops in the schools, of the pedagogical/educational methodologies that are developed through an informal meeting with the educational staff.

Families will be able to discuss the issues of the growth paths of every girl and boy who in the nursery make use of the contribution of the relationships between children and with the relevant adults.

To participate in the **municipal open days**, it is sufficient to show up on the day and at the time indicated. For **municipal nursery schools only**, in order to better organize the open days, families are invited to register at the following link <https://forms.gle/wuwCuHnRmmv1mYqU8>. Registration is optional and only serves to quantify in advance the attendance at the open days.

MUNICIPAL NURSERY SCHOOLS' OPEN DAYS

CARDUCCI	Via Zara, 2	Monday 17 April 2023	at 16.30 - 18.00
CASE FINALI	Via Paradiso, 130	Thursday 16 March 2023	at 16.30 - 18.00
IDA SANGIORGI (MULINI)	Via Rasi e Spinelli, 91	Thursday 30 March 2023	at 16.30 - 18.00
IL PRATO	Viale Carducci, 65	Monday 3 April 2023	at 16.30 - 18.00
IPPODROMO	Via F. Ricci, 50	Wednesday 29 March 2023	at 16.30 - 18.00
MACERONE	Via Olof Palme, 80	Wednesday 15 March 2023	at 16.30 - 18.00
SAN MAURO	Via San Miniato, 30	Tuesday 28 March 2023	at 16.30 - 18.00
VIGNE CENTRO	Via Tommasini, 2	Tuesday 4 April 2023	at 16.30 - 18.00
VIGNE PARCO	Via Nello Casali, 70	Monday 27 March 2023	at 16.30 - 18.00

AFFILIATED PRIVATE NURSERY SCHOOLS' OPEN DAYS

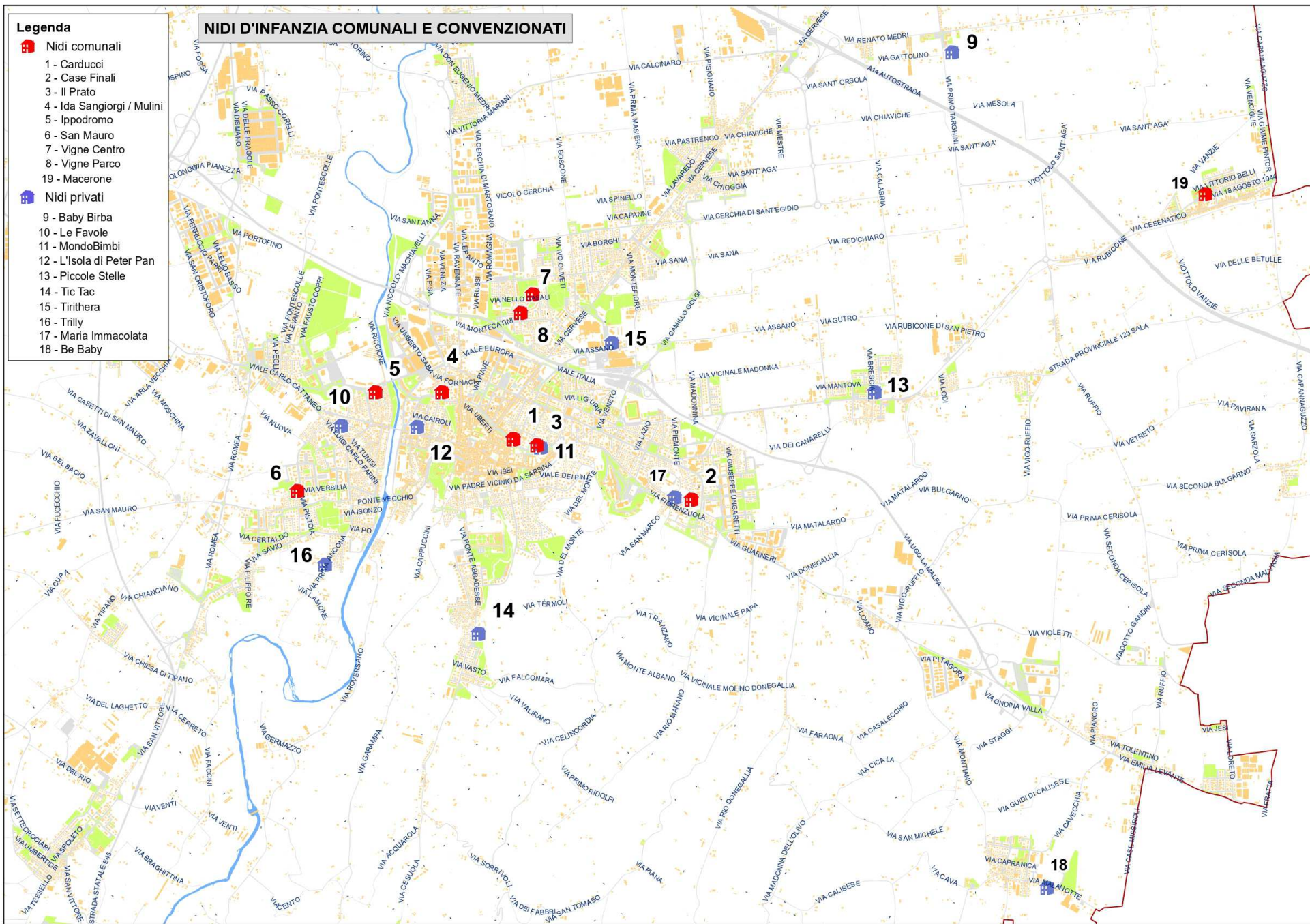
BABY BIRBA tel. 340 4747213	Via Targhini, 2674	Friday 17 March 2023	Entrance with limited number, the time will be confirmed by phone booking
LE FAVOLE	Via Settembrini, 74	Monday 17 April 2023	from 16.30 to 19.00
MONDOBIMBI by appointment tel. 3384624759	Viale Carducci, 69	Saturday 1 April 2023	from 10.00 to 12.00
		Thursday 13 April 2023	from 17.00 to 18.00
PETER PAN	Via Orsini, 20/22	Tuesday 21 March 2023	from 17.00 to 19.00
		Thursday 13 April 2023	from 17.00 to 19.00
PICCOLE IMPRONTE	Via Anna Frank, 12 Mercato Saraceno	Wednesday 29 March 2023	from 17.00 to 18.30
		Saturday 1 April 2023	from 10.00 to 12.00
PICCOLE STELLE	Via Cesenatico, 1795	Saturday 1 April 2023	from 10.00 to 12.00
		Monday 3 April 2023	from 17.00 to 18.00
TIC TAC	P.le Paola brighi, 6	Thursday 23 March 2023	from 17.00 to 19.00
TIRITHERA	Via Spinelli, 60	Wednesday 29 March 2023	from 17.00 to 19.00
		Saturday 1st April 2023	from 10.00 to 12.00
TRILLY	Via Ancona, 610	Wednesday 22 March 2023	from 17.00 to 19.00

At this link <http://www.comune.cesena.fc.it/iscrizionenidi2023> you can also view the video clips made by school staff

NIDI D'INFANZIA COMUNALI E CONVENZIONATI

Legenda

-  Nidi comunali
 - 1 - Carducci
 - 2 - Case Finali
 - 3 - Il Prato
 - 4 - Ida Sangiorgi / Mulini
 - 5 - Ippodromo
 - 6 - San Mauro
 - 7 - Vigne Centro
 - 8 - Vigne Parco
 - 19 - Macerone
-  Nidi privati
 - 9 - Baby Birba
 - 10 - Le Favole
 - 11 - MondoBimbi
 - 12 - L'Isola di Peter Pan
 - 13 - Piccole Stelle
 - 14 - Tic Tac
 - 15 - Tirithera
 - 16 - Trilly
 - 17 - Maria Immacolata
 - 18 - Be Baby



NURSERY SCHOOL ATTENDANCE FEES school year. 2023/24

The fees of the municipal and private nursery school in agreement have suffered a significant reduction. The monthly fees for nursery attendance are determined based on the Isee indicator through the use of a "customized" system. The two tables below provide the indication of some categories of fees determined on the basis of the ISEE 2023 presented.

Municipal nursery schools: minimum fee € 35,00 with Isee up to € 5.000,00; maximum fee € 405,00 with Isee from € 60.000,00 and up

Affiliated private nursery schools: minimum fee € 145,00 – with Isee up to € 14.000,00- maximum fee € 405,00 – with Isee from € 60.000,00 and up-

The maximum monthly fee of € 405.00 is applied to families who do NOT present any ISEE certification.

<i>Municipal nursery schools and Piccole Impronte</i>					
ISEE 2023	Monthly fee	ISEE 2023	Monthly fee	ISEE 2023	Monthly fee
€ 5.000,00	€ 35,00	€ 18.000,00	€ 187,00	€ 31.000,00	€ 294,00
€ 6.000,00	€ 50,00	€ 19.000,00	€ 197,00	€ 32.000,00	€ 300,00
€ 7.000,00	€ 64,00	€ 20.000,00	€ 206,00	€ 33.000,00	€ 306,00
€ 8.000,00	€ 76,00	€ 21.000,00	€ 215,00	€ 34.000,00	€ 312,00
€ 9.000,00	€ 88,00	€ 22.000,00	€ 224,00	€ 35.000,00	€ 318,00
€ 10.000,00	€ 100,00	€ 23.000,00	€ 233,00	€ 36.000,00	€ 323,00
€ 11.000,00	€ 112,00	€ 24.000,00	€ 241,00	€ 37.000,00	€ 329,00
€ 12.000,00	€ 124,00	€ 25.000,00	€ 250,00	€ 38.000,00	€ 334,00
€ 13.000,00	€ 135,00	€ 26.000,00	€ 258,00	€ 39.000,00	€ 33800
€ 14.000,00	€ 145,00	€ 27.000,00	€ 265,00	€ 40.000,00	€ 341,00
€ 15.000,00	€ 156,00	€ 28.000,00	€ 273,00	€ 45.000,00	€ 358,00
€ 16.000,00	€ 166,00	€ 29.000,00	€ 280,00	€ 50.000,00	€ 369,00
€ 17.000,00	€ 177,00	€ 30.000,00	€ 287,00	€ 60.000,00	€ 405,00

Families with two or more children inserted in the municipal or affiliated nursery school will receive a 50% reduction on the fee from the second child onwards.

Each family can check their personalized tuition by connecting to the following link <http://www.comune.cesena.fc.it/rettenidi> and typing their ISEE indicator in the "Calcola la tua retta del nido" ("Calculate your nursery fee") function .

<i>Full time affiliated nursery schools</i>					
ISEE 2023	Monthly fee	ISEE 2023	Monthly fee	ISEE 2023	Monthly fee
€ 14.000,00	€ 145,00	€ 25.000,00	€ 250,00	€ 35.000,00	€ 300,00
€ 16.000,00	€ 166,00	€ 26.000,00	€ 258,00	€ 36.000,00	€ 306,00
€ 17.000,00	€ 177,00	€ 27.000,00	€ 265,00	€ 37.000,00	€ 312,00
€ 18.000,00	€ 187,00	€ 28.000,00	€ 273,00	€ 38.000,00	€ 318,00
€ 19.000,00	€ 197,00	€ 29.000,00	€ 280,00	€ 39.000,00	€ 323,00
€ 20.000,00	€ 206,00	€ 30.000,00	€ 287,00	€ 40.000,00	€ 329,00
€ 21.000,00	€ 215,00	€ 31.000,00	€ 294,00	€ 45.000,00	€ 334,00
€ 22.000,00	€ 224,00	€ 32.000,00	€ 300,00	€ 50.000,00	€ 338,00
€ 23.000,00	€ 233,00	€ 33.000,00	€ 306,00	€ 55.000,00	€ 387,00
€ 24.000,00	€ 241,00	€ 34.000,00	€ 312,00	€ 60.000,00	€ 405,00

For the section of the TRILLY PART TIME affiliated nursery school a 20% discount is applied on the fee resulting from the table above. The private nursery can apply the 5% VAT (IVA) required by law to the monthly fee.

Complete information on the circular "Nursery school attendance fees school year 2023/24

Information under the art. 13 of Regulation (EU) 2016/679

The data controller is the Municipality of Cesena (FC)

For all the details on this service, including your rights and the contact details of the Data Protection Officer (RPD-DPO), consult the complete information provided by the Data Controller on the institutional website www.comune.cesena.fc.it at the following links

<http://www.comune.cesena.fc.it/scuola-e-sport>

<http://www.comune.cesena.fc.it/iscrizionenidi>

or by the School and Sport Sector (Settore Servizi Educativi, Istruzione e Sport), located in Cesena (FC), 47521, Piazza del Popolo, 10.

Pursuant to Article 71 of Presidential Decree 445/2000, the Municipal Administration is required to carry out suitable checks on the truthfulness of the declarations presented. Pursuant to art. 76 of Presidential Decree 445/2000, anyone who makes false statements, forms false deeds or uses them in the cases provided for by the Presidential Decree itself is punished pursuant to the penal code and special laws on the subject. Furthermore, without prejudice to the provisions of art. 76 of Presidential Decree 445/2000, if the untruthfulness of the declaration content emerges from the check carried out, the declarant forfeits any benefits achieved on the basis of the untruthful declaration.