

**Der Bürgermeister**

Stadt Zehdenick · Falkenthaler Chaussee 1 · 16792 Zehdenick

All Parents  
Mildenberger Grundschule

**Ortsteile**

Badingen, Bergsdorf, Burgwall, Kappe, Klein-Mutz, Krewelin,  
Kurtschlag, Marienthal, Mildenberg, Ribbeck, Vogelsang,  
Wesendorf, Zabelsdorf

**Fachbereich:** Bildung, Jugend und Bürgerservice  
Schulverwaltung

**Bearbeiter(in):** Stefanie Langnickel

**Zimmer:** 113

**E-Mail:** s.langnickel@zehdenick.de

**Telefon:** 03307 4684-140

**Telefax:** 03307 4684-119

Ihr Zeichen

Ihre Nachricht vom

Unser Zeichen  
FB1-1a

Datum  
30.09.2025

**School Registration for the 2026/2027 school year**

Dear Parents and Guardians,

In preparation for the enrollment for the first school year students starting school in 2026/2027, which includes your child, I would like to inform you about the enrollment procedure below:

Registration will take place on **Wednesday, 10 December 2025 from 8 a.m. to 3 p.m.** in the Secretary's office of **Mildenberger Grundschule, Ribbecker Straße 1. Please make an appointment in advance by calling 03307/2203.**

Please bring the following documents to your registration appointment:

- Child's Birth Certificate
- Confirmation of participation in the language assessment or copy of the childcare contract if attending a day care centre outside the state of Brandenburg.
- Vaccination Certificate
- Confirmation of participation in a language support course, if applicable.
- Confirmation of participation in speech therapy treatment, if applicable.

Your child needs to be present at the appointment.

Since November 2023, parents have been able to register for the first school year digitally via the school portal (<https://schulportal.brandenburg.de/>). This does not affect the previous procedure or the personal presentation at the school.

If you have any questions, please contact Mrs Langnickel at the City Hall on 03307/4684-140.

Best Regards,

  
Alexander Kretzschmar  
mayor

**Sprechzeiten**

Di. 09:00–12:00, 13:00–16:00 Uhr  
Do. 09:00–12:00, 13:00–16:00 Uhr  
sowie nach Vereinbarung

**Bankverbindungen**

Deutsche Kreditbank AG  
BIC: BYLA DEM1 001  
IBAN: DE88 1203 0000 0018 6806 52

Mittelbrandenburgische Sparkasse  
BIC: WELA DED1 PMB  
IBAN: DE30 1605 0000 3755 0160 00

