

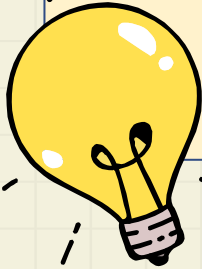
INTRODUCTIONS

Registering at our school

HINT

After today's event, we will also put
this presentation online.

You can read everything again at home!



B

A

C

WHAT TO EXPECT TODAY

- ❖ **Concept of European-State School Berlin (SESB)**
- ❖ **Quentin-Blake-Primary school**
 - **Two schools in one**
 - **Educational support & Hort**
 - **Details about our school**
 - **Registration process for new pupils**
 - **Choices after QBGS**



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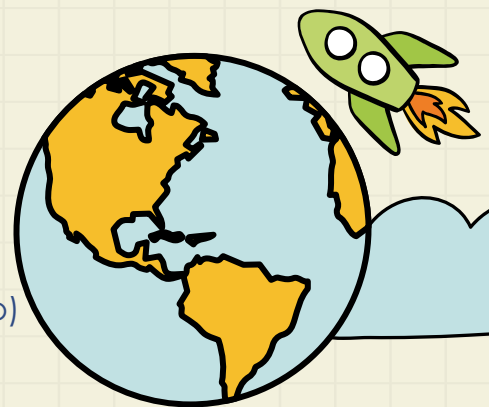
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THE CONCEPT OF EUROPEAN STATE SCHOOL BERLIN (SES^B)



- ❖ **Since 1992 and only in Berlin**
- ❖ **Bilingual & bicultural school with two languages of instruction on an equal level**
(German and one of nine other languages: English, French, Greek, Italian, Polish, Portuguese, Russian, Spanish or Turkish.)
- ❖ **School of special pedagogical character**
- ❖ **Instruction by native speaking teachers**
- ❖ **From year 1 through MSA or Abitur (i.e. all Berlin school-leaving qualifications)**
(18 primary schools & 15 secondary schools)
- ❖ **Language level of instruction at the time of the baccalaureate: C2**
(Certificate of Completion & Language Certificate)
- ❖ **Primary school as a full-day school (from 8:00 a.m. to 4:00 p.m.)**
- ❖ **Language test as part of the admission procedure** (determines language group)





A LONG HISTORY...



- ❖ 1953 to ca. 1990: American Armed Forces school
 - **TAR-School** - **T**homas **A.** **R**oberts Elementary School
 - commemorated by the **,T**ogetherness, **A**chievement, **R**esponsibility' banner in memory of its first namesake
- ❖ After Allies left, building was vacant for 2 years
- ❖ Later, handed over to the district of Zehlendorf
- ❖ 1992: Start of European State School (SESB)
here at Hüttenweg 40
- ❖ 2022: we celebrated 30th anniversary



QUENTIN-BLAKE GRUNDSCHULE



School premises together with the Biesalski
Förderzentrum (on the ground floor)

Our school:

- ❖ 445 pupils
- ❖ 18 educators
- ❖ 44 teachers
- ❖ 20 employees = mother tongue English
- ❖ 3 classes per grade

(1st until 6th grade, 18 classes)

1 German branch

and 2 bilingual SESB branches



TWO SCHOOLS IN ONE!



MONOLINGUAL STREAM (REGELZWEIG)

- One class per grade
- Children from the catchment area (residential environment)
- Free lunch

BILINGUAL STREAM (SESB)

- Two classes per grade
- Children come from all Berlin districts
- Free lunch

+ 2 years
probation period





SCHOOL IS COMPULSORY!



**MONOLINGUAL STREAM
(REGELZWEIG)**

**BILINGUAL STREAM
(SESZ)**

Lessons begin: 8 a.m. (be punctual!)



Half-day school

Full-day school

**Mon – Fri: 8 a.m. until 1:35 p.m.
Wed, Fri: AGs***

**Mo, Tue, Thu: 8 a.m. until 4 p.m.
Wed, Fri: 8 a.m. until 2:25p.m.
(optional: AGs*)**

Optional:
Hort*

Optional:
Early / Late Hort (until 6 p.m.)*


***only with Hort contract**

HOW CAN MY CHILD ATTEND AFTER-SCHOOL CARE?





- ❖ Hort- & AG-Offer by Technische Jugendfreizeit- und Bildungsgesellschaft – tjfbg gGmbH (www.tjfbg.de)
- ❖ Childcare modules in our Hort:
Early: 6 a.m. until 7:30 a.m. / Midday: 1:30 p.m. until 6 p.m. / Late: 4 p.m. until 6 p.m.
- ❖ The procedure for getting the after-school care (Hort) voucher is similar to the Kita voucher
 - Fill in the application form for the certificate of need (Hort voucher) (available on the website of the Youth Welfare Office) and send it to the Youth Welfare Office
 - Approved Hort voucher will be sent to your address by mail
 - Contact the social education department (SPB) of our school to conclude a contract (Tel: 0151 – 7023 9615 or s.passon@qbgs.de)





START OF CARE AT QBGS



Please consider:

- ❖ Kita ends at 31st of July 2025
- ❖ Enrolment ceremony (big event & tradition in Germany) on 29th of August 2026
- ❖ Hort can be used only with signed contract from **from 1st of August 2025**
- ❖ Our AG offer (after school clubs) is only available from 2nd grade on

❖ Amazing AGs like

ERASMUS+ Culture Yoga Robots
Theatre Trash Drumming Football Crafts Tennis Graffiti
Origami Mountainbike Dance Generation Pound Wood Workshop
Badminton Cooking Rap Karate Relaxation





SUPPORT FOR FAMILIES



For our school children and families we offer the following:



SCHOOL SOCIAL WORK



- General counselling
- Referrals for external help
 - Child protection
- Anti-bullying prevention
- Conflict Resolution



+ Conflict mediators
in the schoolyard



SPECIAL NEEDS EDUCATION

- Parental counselling for learning difficulties
- Identification of support needs in cooperation with SiBUZ



INTEGRATION EDUCATORS

- 1:1-help
- Integration into the social environment of the class
- Contact to parents





GERMAN MONOLINGUAL (REGELZWEIG) & BILINGUAL SESB CLASSES



What is the everyday life like for both concepts?



Let's look at a sample schedule...



TIMETABLE OF A YEAR 1 CLASS

GERMAN MONOLINGUAL STREAM (REGELZWEIG)

Lesson	Mon	Tue	Wed	Thu	Fri
1. (08:00 – 08:45)	German	Maths	Maths	Religion / Life skills	Sports
2. (08:50 – 09:35)		Support Maths	German		
1. RECESS (09:35 – 09:55)					
3. (09:55 – 10:40)	Art	German	German	Maths	German
4. (10:45 – 11:30)			Topic		Support German
2. RECESS (11:30 – 12:00)					
5. (12:00 – 12:45)	Lunch				
6. (12:50 – 13:35)	Topic	German+	UeA	Music	Maths
7. (13:40 – 14:20)		Sports	Music	Early English	

After that: Hort
(optional – only with Hort contract)

IMPORTANT!

TIMETABLE OF A 1ST CLASS OF THE EUROPEAN SCHOOL (SES)



Lesson	Mon	Tue	Wed	Thu	Fri
1. (08:00 – 08:45)	Partner Tongue	Maths	Social Skills	Maths	Art
2. (08:50 – 09:35)		Topic	Maths	Music	
1. Recess (09:35 – 09:55)					
3. (09:55 – 10:40)	Mother Tongue	Mother Tongue	Religion / Life skills	Mother Tongue	Mother Tongue
4. (10:45 – 11:30)	Library				Support German / Study Time
2. Recess (11:30 – 12:00)					
5. (12:00 – 12:45)	Lunch				
6. (12:50 – 13:35)	UeA / Support English	Art	UeA	Library	Study Time / Support Maths
7. (13:40 – 14:20)	Mother Tongue			UeA	
8. (14:25 – 15:10)	Support German / Study Time	Sports	Optional starting in 2 nd grade: AGs	Partner Tongue	Optional starting in 2 nd grade: AGs
9. (15:15 – 16:00)	UeA			UeA	AGs



BILINGUAL STREAM (SESB)



Languages used in those classes:

ENGLISH	GERMAN
Topic	Maths
English	German
Music	Sports (mostly)
Science	Religion (protestant, catholic)
Social Studies	Life skills
1. FOREIGN LANGUAGE FRANZÖSISCH	

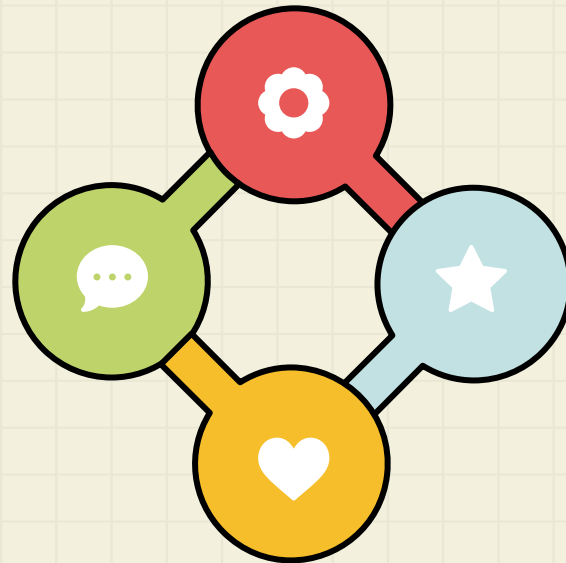
Starting in 5th grade



FRIENDS OF QBGS



Parents initiative



Participate in creating

Financing of e.g. activities & playground equipment

JOIN US!

For the pupils



FRIENDS OF QBGS



JOIN US!

WHY A PARENTS' INITIATIVE?

- ❖ *Public funding for schools is very limited*
- ❖ *Parents and school cooperate*
- ❖ *Funds a better school life for our children*

It is common for the majority of all families to join the Förderverein (€25 donation per month).



You can register here



★ EVENTS



- ❖ **Welcome week for the Year 1 pupils**
 - Assignment of a buddy from year 4 classes
 - Joint activities to get to know each other e.g. school rally
- ❖ **Frequent internal school assemblies**
- ❖ **WOFOO Week (walking to school)**
- ❖ **FunRun (visit us this Friday 20th of September! 😊)**
- ❖ **Other sport events like miniMarathon**
- ❖ **Bookweek**
- ❖ **Halloween**
- ❖ **Lantern festival**
- ❖ **Christmas Concerts**
- ❖ **Carnival**
- ❖ **Other long term projects**

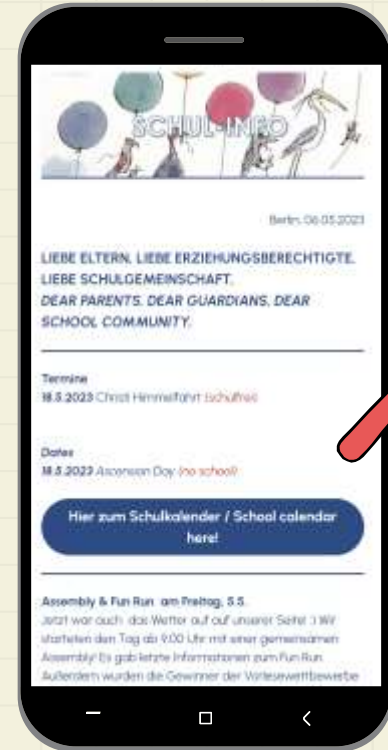
such as Quentin-Blake United, ERASMUS for Regelzweig)



SCHOOL INFO EMAIL

- ❖ Every week you will receive the latest school info on school life
- ❖ All the latest news and dates

Register on our website!





FACTS ABOUT YEAR 1



❖ Class size

Usually 26 children per class (Regel & SESB)

❖ Nations represented in this years 1st Grade

India, Ireland, Germany, Estonia, Australia, United Kingdom, United States, Russia, Austria, Italy, Poland



★ APPLICATION PROCESS

STARTING SCHOOL IN 2024

At state schools (such as ours):

- Enrolment ceremony on 29th of August 2026
- Start of school on 24th of August 2026

BUT WHAT HAPPENS BEFORE THAT?

A step-by-step explanation...



OUR WEBSEITE

On our website in the menu item 'APPLICATION' you will find all important information and forms!

Under 'Your child becomes a pupil' you will find everything you need to know for the application.



www.qbgs.de

★ APPLICATION PROCESS - ESSENTIALS IN ADVANCE


- ❖ The school authority reviews all applications- **not us!**
 - **We do not decide anything!**
- ❖ Application period: 6th of October to 18th October 2025
- ❖ Bring complete set of documents to your catchment area school AND primary wish school (not necessary going to 2nd and 3rd wish schools)

Registration at our school


- Visit our website (www.qbgs.de/your-child-becomes-a-school-child/?lang=en)
 - ✓ There you will find all application forms & instructions.
- ❖ **Incomplete documents will not be accepted!**



CATCHMENT AREA PRIMARY SCHOOL

- ❖ You will receive information via mail about the catchment area primary school before the registration period. Your child is assigned to this school. 
- ❖ Please visit your catchment area primary school during the registration period:

Here, you will...

- ...receive first information about the start of school
 - ...can apply for early or later enrolment of your child for school
 - ...get an appointment for the medical school entrance examination
 - ...need to show certain documents (school application documents, birth certificate of the child, passports of the legal guardians, measles protection)
 - ...can apply for a change of school
- 

WOULD YOU LIKE TO CHANGE TO THE BILINGUAL BRANCH (SESB)?

- ❖ Inform your catchment area primary school of your wish to change schools and fill in a change school application form (Wechselschulantrag)
 - **this also applies when we are your catchment area primary school!**
 - You have three choices, which you list in order of priority
 - Make sure that we (QBG 06G12 'SESB') are specified as the first preference –
Normally, we cannot consider second preferences for the SESB classes!
 - If we are not your catchment area primary school, you can indicate our Regelzweig class as a second preference (QBG 06G12 'Regelzweig') (Students are exposed to more English at QBG than at other state primary schools.)



SCHOOL TRANSFER FORM (WECHSELSCHULANTRAG) & PREFERENCES

IMPORTANT!

- Your school transfer form **needs to be stamped by your catchment area school**
- You will then receive two copies of the school transfer form from the secretary's office of your catchment area primary school - one copy is for you, the other copy is for the first school of your preferences (e.g. us 😊)
- The original school transfer form must be sent to the Steglitz-Zehlendorf school authority, as they are responsible for allocating school spots and carry out the application process





DOCUMENTS TO BE SUBMITTED FOR THE APPLICATION AT OUR SCHOOL



Fully completed
application form
(SESB and/or REGEL)

Copy of the child's
birth certificate

Copy of the identity
cards/passports of
the legal guardians
(e.g. mother &
father)

Copy of measles
protection
(two vaccinations)

Copy of the school
transfer form (**with
the stamp of the
catchment area
primary school!**)





APPLICATION FORM



AUFNAHMEANTRAG APPLICATION FOR ENROLMENT

SESB

KANDELSTADT BRUCHZEEF FER KÖCHENBERG
TEBEBLINA / REGISTRATION FOR THE FOLLOWING
SCHOOL

School Name: _____
School Address: _____

Child's Name: _____
Date of Birth: _____

Language Test: German / English / Arabic / Turkish / Other


BASIC DATA / DETAILS OF CHILD	
Name	Family Name: _____ Given Name: _____
Gender	<input type="checkbox"/> Male / <input type="checkbox"/> Female
Date of Birth (DD.MM.YY)	_____
Place of Birth	_____
Parents' Names	_____
Address	_____
Language Test	<input type="checkbox"/> German / <input type="checkbox"/> English / <input type="checkbox"/> Arabic / <input type="checkbox"/> Turkish / <input type="checkbox"/> Other
Special Needs	<input type="checkbox"/> Yes / <input type="checkbox"/> No
Signature	_____

- Please fill in **EVERYTHING**.
- In case of sole custody, evidence is required.
- Please provide us with specific information about your child (allergies, special needs status, etc.).
- If your child needs support for the language test, we need proof and time to organise support (if necessary in cooperation with SiBUZ)
- Please pay attention to the choice of language group.



LANGUAGE GROUP & TEST



- ❖ Parents decide on the stronger language of their child at the time of application. 
- ❖ Is your child a stronger German speaker? Or stronger in English? Or is your child equally proficient in both languages?
 - This language group decision is the basis for the language test.

	MOTHER TONGUE GERMAN	MOTHER TONGUE ENGLISH	BILINGUAL
Which language is being tested?	German language level is tested	English language level is tested	English and German language level will be tested (2 tests).
How many points does my child need to score?	Child must achieve at least 80%	Child must achieve at least 80%	One test must score at least 80%.The other test must achieve at least 60%.
Which language group will my child be placed in?	German	English	The stronger language is the mother tongue.

IMPORTANT FACTS REGARDING THE LANGUAGE TEST



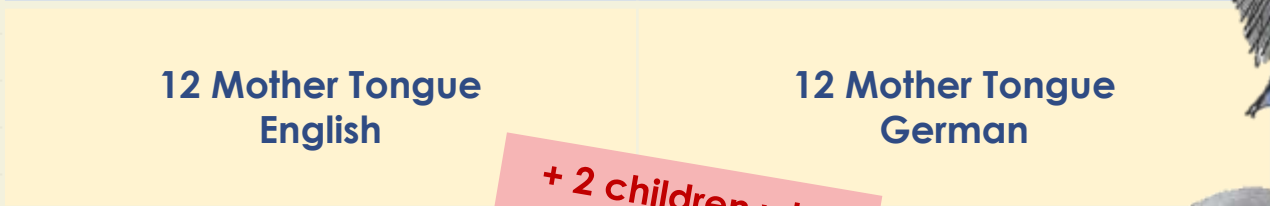
- ❖ The school test for language grouping and then pass the documents on to the school authority for a decision.
- ❖ We do **not** give you a language test result immediately after testing.
- ❖ You will later receive written feedback on the language test result.
- ❖ **Pass result: this does not mean your child has been accepted (the school authority decides this in the spring).**
- ❖ **IMPORTANT:** Bilingual test not passed (80%/60% target not reached), but at least 80% in one language: → Child is assigned to this mother tongue group.
- ❖ The lottery (school authority) decides in case of too many passed applications (one lottery pot per language group)



CLASS FORMATION OF SESB



ONE BILINGUAL EUROPEAN SCHOOL CLASS



+ 2 children who
will move to Berlin





WHERE TO GO AFTER PRIMARY SCHOOL?

- ❖ Desirable: stay at QBGS until year 6
- ❖ Secondary schools: Gymnasium or Integrated Secondary School (ISS)*
 - Graduates in school year 2023/24: 88 % to the Gymnasium

IMPORTANT

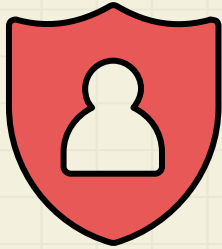
GYMNASIUM:
One year probation - if not passed,
transfer to ISS

INTEGRATED SECONDARY SCHOOL:
no probation

PARTNER SCHOOLS	DISTRICT
Dreilinden Gymnasium (SESB)	Steglitz-Zehlendorf
Wilma Rudolph Oberschule ISS mit gymnasialer Oberstufe	Steglitz-Zehlendorf
Schiller-Gymnasium (SESB)	Charlottenburg-Wilmersdorf
Peter-Ustinov Oberschule (SESB) Integrierte Sekundarschule	Charlottenburg-Wilmersdorf



CONTACT PERSONS



Mr Müller

Head of school



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Mr Passon

Leading educator
Hort- & AG-Management

s.passon@tjfbg.de



Ms Fiehler

Deputy head of school
special needs focus

fiehler@qbgs.de



Ms Hauke

Administrative
management

Verwaltungsleitung
@quentin-blake.schule.berlin.de



Mr Köppen

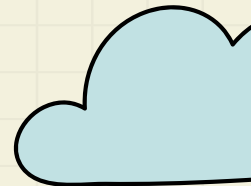
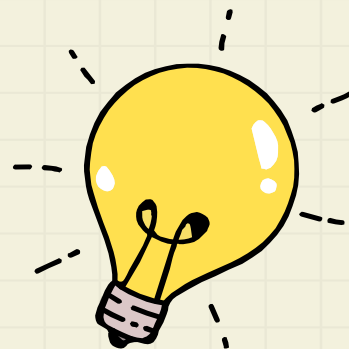
School
secretary



info@qbgs.de



VIELEN DANK!
THANK YOU!



✉ info@qbgs.de



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www.qbgs.de