

# Admission policy for kindergartens or preschool units in primary schools 2026/2027

Admission procedure starts on the 2<sup>nd</sup> of March 2026 at 12.00  
and shall be carried at

<https://naborp-kandydat.edu.gdansk.pl/gdansk>

Online system will be blocked before the 2<sup>nd</sup> of March 2026

## GENERAL INFORMATION

- Gdańsk offers common recruitment procedure for kindergartens, preschool units in primary schools (so called 'zerówka'), primary schools and other forms of preschool education.
- The admittance of a child to a kindergarten/preschool unit in a primary school or any other preschool form of education does not depend on the sequence of applications.
- Parents of children who are already attending a kindergarten do not need to log into the electronic system - they only submit a proper application form ('karta kontynuacji') between the 11<sup>th</sup> of February and 27<sup>th</sup> of February 2026 until 9 am.
- **Children living outside the city of Gdańsk**  
Candidates living outside the city of Gdańsk may be accepted in the kindergartens, preschool units in primary schools (so called 'zerówka') and other forms of preschool education within the city limits in case of vacancies in a certain kindergarten, preschool unit in a primary school (so called 'zerówka') or other forms of preschool education.  
The recruitment process regarding vacant places shall be conducted between the 24<sup>th</sup> and 31<sup>st</sup> of August 2026. In order to apply parents are asked to submit an application form at a chosen kindergarten or a primary school (outside the electronic recruitment system).
- The birth year 2023 is the minimum age limit for children participating in the recruitment process (the child must be at least 3 years old in the calendar year 2026)
- 3-year-old (born in 2023) and 4-year-old (born in 2022) are entitled to kindergarten/other preschool education care

- **5-year-old** children (born in 2021) are entitled to kindergarten/other preschool education care
- **6-year-old children** (born in 2020) - are obliged to enter one year preschool education in kindergarten, preschool unit in a primary school or other preschool education form.

A **6-year-old child may begin school education in the first grade** under condition that in 2025/2026 school year, the child has already participated in the preschool education. Lacking preschool education care, a child may still start education in the first grade at primary school once a pedagogical counselling centre issues a statement stating candidate's ability to start education a primary school.

In case a child is not accepted in a chosen kindergarten, the Mayor of Gdańsk will indicate w place in another kindergarten.

### **The admission process for children with a statement of special educational needs**

Children with disabilities judgement about special educational needs issued on the basis of their disability, may apply to a general kindergarten, integrated kindergarten or special educational needs kindergarten. Public pedagogical counselling centres issue statements indicating special educational needs, diagnosing child's situation and informing about the recommended school type.

#### **1. Admission rules for candidates with a statement of special educational needs due to a disability**

**(Educational Law Act dated 14<sup>th</sup> December 2016 under article 130 paragraph 8):**

##### **a) for kindergartens/general units:**

Candidates with a disabilities judgement for special educational needs **applying to a kindergarten/general unit** participate in the admission process according to the general rules provided for the 2026/2027 admissions.

##### **b) for kindergartens/integrated units:**

Candidates holding a statement indicating special educational needs, **do not need to participate in the admission process and do not need to fulfil the criteria.**

The decision about admission is taken by the admissions committee, appointed by the head of the given centre.

In order to admit a candidate to a kindergarten/integrated unit, the admission form should be filled out, signed and submitted between **March 2<sup>nd</sup> at noon and 13<sup>th</sup> of March 2026 by 4pm at the kindergarten of their first choice**. The recruitment process takes places without the electronic system. The statement indicating special educational needs should be attached to the application.

The signed declaration of intent is submitted to the school using one of the methods listed below:

- Personally delivered to the school/kidergarten to which the candidate has been admitted, or
- Deposited into the designated drop box provided by the school, or
- Sent via ePUAP (Electronic Platform of Public Administration Services) to the school to which the candidate has been admitted, if the school has an electronic delivery inbox, or
- Sent via the Gdańsk Educational Platform system using an electronic signature.

In case the documents are not signed within the system and parents are applying to more than one integrated kindergarten/integrated unit, all the documents should be submitted in **each of the chosen centres**.

**The lists of candidates who meet the admission requirements, as well as of those who do not, are published on March 27<sup>th</sup> 2026 at 3pm.** The results can be obtained at the kindergarten of their first choice.

Between **the 30<sup>th</sup> of March (8am) and 9<sup>th</sup> of April 2026 (4pm)** parents need to confirm their willingness for a child to attend the given centre by:

- signing a written declaration **specifying time spent in the kindergarten** (available under the files section in the admission system)
- submitting a **signed form confirming the decision about their child attending a preschool** unit in a primary school (attachment no. 7, available in the admission system files).

The signed declaration of intent is submitted to the school using one of the methods listed below:

- Personally delivered to the school/kidergarten to which the candidate has been admitted, or

- Deposited into the designated drop box provided by the school, or
- Sent via ePUAP (Electronic Platform of Public Administration Services) to the school to which the candidate has been admitted, if the school has an electronic delivery inbox, or
- Sent via the Gdańsk Educational Platform system using an electronic signature.

On 13<sup>th</sup> of April 2026 at 3pm the lists of accepted and not accepted candidates will be published.

### **c) kindergarten for children with special educational needs**

In case of applying for admission to a special educational needs kindergarten, parents submit an application for admission of the child along with the statement of special educational needs **directly to the principal of the institution, after arranging a visit appointment by phone in advance.** The application is available at the kindergarten, on the kindergarten's website, and on the recruitment system website in downloadable files. **The child does not participate in the recruitment process and is not subject to recruitment criteria.**

The decision to admit a candidate is taken by the principal, based on the recommendations included in the statement issued by the pedagogical counselling centre, specialists' opinion and facility's capabilities.

The city of Gdańsk offers wide and various range of facilities for children requesting special educational needs.

### **List of special educational needs kindergartens within the city of Gdańsk**

No.	Kindergarten	Address	Disabilities and special needs
1.	Przedszkole Nr 40 dla Dzieci ze Specjalnymi Potrzebami Edukacyjnymi	80-337 Gdańsk Al. Rzeczypospolitej 11A tel. 58 559 00 25	<ul style="list-style-type: none"> <li>– Down syndrome, Williams syndrome and other genetic disabilities,</li> <li>– mental disability (low, moderate and significant impact)</li> <li>– physical disabilities resulting from Down syndrome</li> <li>– physical disability in the form of aphasia</li> <li>– autism</li> </ul>

2.	Przedszkole Specjalne Nr 72 o Profilu Terapeutycznym W Zespole Szkolno-Przedszkolnym nr 1	80-371 Gdańsk ul. Jagiellońska 14 tel. 58 553 20 21	<ul style="list-style-type: none"> <li>– physical disability in the form of aphasia</li> <li>- autism, including the Asperger's syndrome</li> <li>– hearing defect</li> <li>– mental disability (low, medium and high degree)</li> <li>- genetic disabilities</li> </ul>
3.	Przedszkole Specjalne Nr 77 dla Dzieci z Porażeniem Mózgowym	80-307 Gdańsk ul. Abrahama 12/14 tel. 58 559 06 07	<ul style="list-style-type: none"> <li>- physical disability</li> <li>- physical disability conjugated with another disability (e.g. mental disability, hearing defect, visual impairment)</li> </ul>
4.	Przedszkole w Specjalnym Ośrodku Szkolno -Wychowawczym Nr 2	80-538 Gdańsk ul. Ks. Góreckiego 16 tel. 58 343 03 21	<ul style="list-style-type: none"> <li>– mental disability at moderate and significant impact</li> </ul>
5.	Specjalny Punkt Przedszkolny w Szkole Podstawowej nr 62	80-635 Gdańsk Ul. Kępna 38 Tel. 58 307 31 23	<ul style="list-style-type: none"> <li>– physical disability in the form of childhood aphasia</li> <li>– autism, including the Asperger's syndrome</li> <li>– physical disability conjugated with another disability</li> </ul>
6.	Oddział specjalny w Przedszkolu nr 44 (ZSO 10)	80-515 Gdańsk Ul. Krasickiego 10 Tel. 58 522 12 91	<ul style="list-style-type: none"> <li>– physical disability in the form of childhood aphasia</li> <li>– autism, including the Asperger's syndrome</li> </ul>

## 2. Recruitment schedule

### Initial stage - information leaflet

1. Candidates continuing preschool education do not log into the system and do not take part in the recruitment process provided their parents have already submitted a proper form called 'karta kontynuacji' between 11<sup>th</sup> of February and 27<sup>th</sup> of February 2026 (9 am).
2. Information leaflet is available online starting on the 2<sup>nd</sup> of March 2026. It includes information on all the kindergartens and preschool units in primary schools within the city of Gdańsk (addresses, educational offer and facility description)

### 3. Application form

Online recruitment process starts on the 2<sup>nd</sup> of March 2026 at 12.00 am and finishes on the 13<sup>th</sup> of March 2026 at 4.00 pm. It consists of collecting personal data and submitting the signed application form in a printed version to a chosen kindergarten or pre-school unit. Candidates continuing preschool education do not take part in the recruitment process provided THEIR PARENTS HAVE ALREADY SUBMITTED A PROPER FORM CALLED 'KARTA KONTYNUACJI'.

Parents are allowed to choose 5 kindergartens or pre-school units and only one group in each educational institution.

There are two ways of submitting applications:

- a. Parents fill out an application form online <https://portal.edu.gdansk.pl/jst/gdansk>, print it, sign and submit it to the first choice institution.
- b. There is a possibility of submitting a hand written application form which may be obtained in each facility. After signing the form it is to be submitted to the first choice institution. The data will be entered into the system by the principal.

**Admission criteria for the general units and general units with the integrated classes within the city of Gdansk.**

The admission process is based on the statutory criteria according to the Educational Law Act dated 14<sup>th</sup> of December 2016 and the additional criteria (regarding kindergartens/ preschool units at primary schools or other institutions offering preschool education within the city of Gdansk according to the Gdansk City Council Act LXX/1793/23 dated 30th of November 2023).

No.	Statutory criteria	Documents confirming the criteria	Points
1.	A large family (a family with at least three children)	Parent's statement confirming large family's status (a sample form will be available on the admission platform in files to download - attachment no 1)	100p
2.	Candidate's disability	The statement evaluating a need for special educational needs issued upon a child's disability, a disability designation or a degree of a disability designation or any other equivalent statement in conformity with the Vocational, Social Rehabilitation and Disabled Employment Act dated 27 <sup>th</sup> of August 1997 (Consolidated	100 p

		<p>text of the Journal of Laws 2025 item 913 as amended).</p> <p>The documents may be submitted in an original form, the copy certified by a notary public or an appropriate office under the Administrative Procedure Act article 76 a paragraph 1., the officially confirmed copy or an extract from relevant registers or the copy confirmed as consistent with the original by a candidate's parent.</p>	
3.	One of the parents' disability	<p>The statement issued upon a child's disability, a disability designation or a degree of a disability designation or any other equivalent statement in conformity with the Vocational &amp; Social Rehabilitation and Disabled Employment Act dated 27<sup>th</sup> of August 1997 (Consolidated text of the Journal of Laws 2025 item 913 as amended).</p> <p>The documents may be submitted in an original form, the copy certified by a notary public or an appropriate office under the Administrative Procedure Act article 76 a paragraph 1, the officially confirmed copy or an extract from relevant registers or the copy confirmed as consistent with the original by a candidate's parent.</p>	100 p
4.	Both parents' disability	<p>The statement evaluating special educational needs issued upon a child's disability, a disability designation or a degree of a disability designation or any other equivalent statement in conformity with the Vocational, Social Rehabilitation and Disabled Employment Act dated 27<sup>th</sup> of August 1997 (Consolidated text of the Journal of Laws 2025 item 913 as amended).</p> <p>The documents may be submitted in an original form, the copy certified by a notary public or an appropriate office under the Administrative Procedure Act article 76 a paragraph 1, the officially confirmed copy or an extract from relevant registers or the copy confirmed as consistent with the original by a candidate's parent.</p>	100 p
5.	Siblings' disability	<p>The statement evaluating special educational needs issued upon a child's disability, a disability designation or a degree of a disability designation or any other equivalent statement in conformity with the Vocational, Social Rehabilitation and Disabled Employment Act dated 27<sup>th</sup> of August 1997 (Consolidated text of the Journal of Laws 2025 item 913 as amended).</p> <p>The documents may be submitted in an original form, the copy certified by a notary public or an appropriate office under the Administrative Procedure Act article 76 a paragraph 1, the officially confirmed copy or an extract from relevant registers or the copy confirmed as</p>	100 p

		consistent with the original by a candidate's parent.	
6.	A single parent  (upbringing of a candidate by a single, a widow, a widower, a separated person by a legally binding court verdict in a Decree of Judicial Separation, a divorced person unless the person raises at least one child with its parent)	A final court order stating a divorce or separation of spouses, or a death certificate as well as a <b>statement</b> confirming single upbringing and not raising any child in one household together with its parent  (a sample form no. 2 will be available on the admission platform, in download files - <b>attachment no 2</b> ).  The documents may be submitted in an original form, the copy certified by a notary public or an appropriate office under the Administrative Procedure Act article 76 a paragraph 1., the officially confirmed copy or an extract from relevant registers or the copy confirmed as consistent with the original by a candidate's parent.	100 p
7.	Alternative custody of the candidate (Foster care)	The document stating alternative custody of a child according to the Family Support and Alternative Custody System Act dated 9 <sup>th</sup> of June 2011 (Consolidated text of the Journal of Laws 2025 item 49 as amended). The documents may be submitted in an original form, the copy certified by a notary public or an appropriate office under the Administrative Procedure Act article 76 a paragraph 1., the officially confirmed copy or an extract from relevant registers or the copy confirmed as consistent with the original by a candidate's parent.	100 p

**Additional criteria** (applicable in kindergartens within the city of Gdańsk under Gdansk City Council Act LXX/1793/23 dated 30<sup>th</sup> November 2023.)

No	Additional Criteria	Documents confirming the criteria	points
1.	Candidate, whose siblings have already attended preschool education or is about to begin preschool education in the same kindergarten or primary school, where the candidate is applying.	Statement of continuing education by the siblings - (document available as attachment 3 in the recruitment files to download)	21
2.	Candidate, whose siblings are taking part in the recruitment process to the same kindergarten or primary school	Statement of registering for at least two children - (document available as attachment 4 in the recruitment files to download)	19
3.	Candidate whose residential address is within the district of local primary school with preschool units where he/she is applying to	- statement confirming of the parents' or guardians' residential address (document available as attachment 5 in the recruitment files to download)	18



	<u>(valid only for preschool units within primary schools)</u>		
4.	The child, whose at least one parent has filed income tax return for the past calendar year at the tax office in the city of Gdańsk; the criterion also applies to a single parent raising the child.	<ul style="list-style-type: none"> <li>- a certificate from the tax office confirming the submission of a tax return on the amount of income earned (or loss incurred) for 2024</li> <li>- An official receipt confirmation issued by the electronic submission box of the tax administration's teleinformatics system (UPO)</li> </ul> <p>In the case of running a farm in the area of Gdańsk, a certificate confirming personal management of the farm in Gdańsk must be submitted. The document is issued by the Department of Ecology and Energy of the Gdańsk City Hall, Nature and Agriculture Section located at Kartuska 32/34 in Gdańsk</p>	15
	Candidate, whose both parents/official guardians work/study/learn on daily basis - also applies to a single parent/official guardian	<ul style="list-style-type: none"> <li>- statement from the employer confirming working status</li> <li>- current entry from the Business Activity Register in case of self-employment or other business activity</li> <li>- statement from school/University confirming student's status</li> </ul>	14
6.	Candidate vaccinated, according to the Preventive Vaccination Programme announced by the General Sanitary Inspectorate in the Journal of Laws provided by the Health Ministry, prolonged postponing of mandatory vaccination	<ul style="list-style-type: none"> <li>- parents' statement confirming candidate's vaccination according to the vaccine calendar</li> </ul> <p>and a declaration of will to provide a copy of candidate's immunization card or health records at the recruitment committee request (attachment 6 in the recruitment files to download)</p>	12

#### 4. Confirmation of the application form in the school of first-choice

The application form filled online is recorded in the system. Parents should print, sign and submit it in the school of the first choice along with all the documents confirming the chosen criterion.

That can be done in one of the following ways:

- Personally delivered to the school/kidergarten to which the candidate has been admitted, or
- Deposited into the designated drop box provided by the school, or
- Sent via ePUAP (Electronic Platform of Public Administration Services) to the school to which the candidate has been admitted, if the school has an electronic delivery inbox, or
- Sent via the Gdańsk Educational Platform system using an electronic signature.

The documents may be submitted between the **2<sup>nd</sup> of March and the 13<sup>th</sup> of March, 2026 by 4pm.**

**After 4pm on the 13<sup>th</sup> of March 2026, parents will not be able to log in to their accounts in the recruitment system on Gdańska Platforma Edukacyjna except for the dates when the lists of candidates qualified and disqualified and the lists of accepted and unsuccessful candidates are announced that is on 27<sup>th</sup> of March 2026 since 3 p.m. and on the 13<sup>th</sup> of April 2026 since 3 p.m.**

The list of local districts valid for the 1<sup>st</sup> of September 2026 will be available at [www.gdansk.pl](http://www.gdansk.pl) under Education - Public Schools on the 2<sup>nd</sup> of March 2026.

Under article 150 paragraph 6 Educational Law Act dated 14<sup>th</sup> of December 2016, all the statements required as documents confirming candidates' recruitment criteria should be submitted under the penalty of perjury for making false statements.

The Chair of the Recruitment Committee may verify the provided certificates and statements.

If the documents are not submitted or in case of negative verification of the provided statements and certificates, **criteria will not be taken into consideration.**

## **5. Results of the admission process**

**The lists of qualified and disqualified candidates are published on 27<sup>th</sup> of March 2026 at 3 pm. They can be obtained in two ways:**

- in the first choice school - the list of qualified and disqualified candidates
- by logging into parent's account at the Gdańsk Electronic Platform

Parents are to confirm their decision between 30<sup>th</sup> of March 8.00 am and 9<sup>th</sup> of April 2026 4.00 pm by:

- signing a **declaration on the duration of the child's stay/contract** in the nursery school (available in downloads) or
- **declaration of willingness to study in a pre-school department in primary school-** (attachment 7 in the recruitment files to download)

The signed documents can be submitted in the following ways:

- Personally delivered to the school/kindergarten to which the candidate has been admitted, or
- Deposited into the designated drop box provided by the school, or
- Sent via ePUAP (Electronic Platform of Public Administration Services) to the school to which the candidate has been admitted, if the school has an electronic delivery inbox, or
- Sent via the Gdańsk Educational Platform system using an electronic signature.

Fulfilling the above procedure closes the admittance process.

On 13<sup>th</sup> of April 2026 at 3 pm, the lists of children admitted and not admitted will be published.

## 6. The appeal recruitment procedure

Parents of children not admitted to kindergarten are entitled to apply to the selection board to present a written statement showing justification of not admitting a child within 3 days from the day of publishing the lists. The justification will be written up within 3 days from the day the parent applies. The justification states the reasons for refusal of admittance, including the lowest number of points obtained by the candidate in the recruitment procedure.

Within 3 days from the date when the justification is obtained, the parents can appeal against the decision to the principal of the kindergarten. Pre-school department or other form of pre-school education. The principal processes the appeal within 3 days from the day of receiving it. Principal's decision can be objected in administrative court of law.

## 7. Supplementary recruitment procedure

Parents whose children have not been admitted to any of the selected kindergartens/pre-school classes in primary schools or other forms of pre-school education may join the follow-up recruitment, which will also be carried out with the support of an electronic system. Follow-up recruitment will start on the 14<sup>th</sup> of May 2026 at 9.00 am, as scheduled.

## 8. Schedule of activities in the recruitment procedure and follow-up procedure as defined by Order No. 2268/25 of the Mayor of Gdansk of 17<sup>th</sup> of December 2025

LP	Type of activity in the recruitment procedure	Start date	End Date
1.	Submission of an application for admission to a nursery school, other form of pre-school education or a pre-school department in a primary school, together with documents confirming that the candidate has met the criteria taken into account in the recruitment procedure	02.03.2026 12.00 pm	13.03.2026 4pm
2.	Publication of the list of qualified and non-qualified candidates	27.03.2026 at 3pm	
3.	Submitting confirmation in the school where the applicant is admitted	30.03.2026 8.00 am	09.04.2026 4pm
4.	Publication of the list of candidates accepted and of candidates not accepted	13.04.2026 3pm	

	Actions in the appeal procedure	Start date	End Date
1.	Submitting the application with any additional documents confirming the requirements and the criteria within the recruitment process	14.05.2026 9.00 am	20.05.2026 4pm
2.	Publication of the list of candidates accepted and of candidates not accepted	28.05.2026 3pm	

3.	Submitting the application - confirmation of the decision at a facility where the candidate is admitted	29.05.2026 8.00 am	03.06.2026 4pm
4.	Lists of accepted and rejected candidates	08.06.2026 3pm	

### Legal basis

- Act of 14 December 2016 Education law (Consolidated text of the Journal of Laws 2025 item 1043 as amended),
- Resolution LXX/1793/23 of the City Council of Gdańsk of 30<sup>th</sup> November 2023 on the establishment of criteria together with the number of points in the recruitment procedure for public kindergartens, public other forms of pre-school education and pre-school classes in primary schools run by the Municipality of Gdańsk
- Order No 2268/25 of the Mayor of The City of Gdansk of 17<sup>th</sup> of December 2025 on the establishment for the school year 2026/2027 of the deadlines for recruitment and follow-up proceedings and deadlines for the submission of documents to public kindergartens, public other forms of pre-school education and pre-school classes in primary schools run by the Municipality of Gdańsk.