



Orientation guide for asylum seekers in Saxony



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Welcoming notes



Markus Ulbig
Saxon Minister of State for the Interior

Nobody who has not experienced it for himself can understand the feeling of having lost his homeland and having to come to terms with living in a new country. Following an uncertain period, you have found temporary refuge in Saxony. By receiving asylum seekers, the Free State fulfils its humanitarian responsibility obligations in the world. We are committed to supporting the asylum procedure of the German Government's Office for Migration and Refugees to our best possible extent, thus rapidly and promptly providing a clear situation for all involved.

It is our intention to facilitate the arrival and stay of those persons who apply for asylum in Germany and are settled in Saxony. Together with the Saxon Commissioner for Foreigners, the State Ministry has therefore produced a brochure, which explains in a clear manner all the important things that you need to be aware of in the course of your ongoing asylum application. This brochure lists the rights and obligations of asylum seekers as well as practical assistance in regard to medical care, language courses and childcare facilities.

The State Government of Saxony would like for all asylum seekers to effectively cope with living in Germany while their application is being processed. This includes fair social cooperation, which applies to all population groups. One thing is clear: violence has no place in our society and will be punished accordingly.

If you should be confronted by violence in your everyday life here, then please get in touch with the corresponding contact points presented in this brochure. Here you will receive advice and support on a confidential basis. Don't be afraid to talk about these things. You will not be left alone with your troubles and needs.

I would be delighted if this guide proves to be a helpful companion to you during your stay in the Free State of Saxony.

A handwritten signature in blue ink, appearing to read 'M. Ulbig', written over a faint, light blue circular watermark or seal.

Your Markus Ulbig
Saxon Minister of State for the Interior

Dear Reader,

After your flight from your native country, you have now arrived in Germany – to be precise in Saxony. This is a new country for you, one that you may have had a completely different impression of before your flight. Here you will find many things, which you used to take for granted, different. And many things, which were not important in your native country, are extremely important here.

This short brochure will help you to familiarise yourself with some of the things that are particularly important both for you and our living together here. It will also help you to settle down here and live with us on a constructive basis.

Nobody can know how long you are going to live here. A decision on whether you will be accepted as a refugee or not will be made in the coming months. Germany and Saxony adhere to the principles defined by the UN and a United Europe.

We intend to live positively and constructively together with you for as long as you stay in Germany.

Most people who come to Germany have to get used to us and our laws. Everybody has rights and responsibilities, although these are perhaps different to those in your native country.



Martin Gillo

I would like to address three key points here:

(1) We are a democratic society.

In our democracy, it is the citizens who decide on the representation of parliaments, who, in turn, pass laws. The voter is always right. This is why the free exchange of opinions in mutual respect for the opinions of others is important.

(2) We are a diverse society.

"Germany, this is everybody who lives here, regardless of where they come from." These were the words of our Federal Chancellor, Angela Merkel. This works well in mutual respect.

(3) We are a pluralistic society.

We recognise all religions. Each person, however, is also free to live without religion. We value all the world's cultures. We are committed to the same rights for men and women. Even same-sex partnerships are part of the reality of our society. This too only functions on the basis of mutual respect.

Amidst all this diversity: we are united by the same right for everybody, regardless of origin, religion or culture. This uniform right is the framework for our society and guarantees our peaceful community relations.

I wish for you and us to get on well together. Please take part in this. The information provided in this brochure may be of help to you in this respect.

Your Martin Gillo

Dear Readers,

This is a first helping hand for you, intended to assist you by providing you with the first tips and information for your daily life in Saxony. Although this information will only be able to answer some of your questions, after reading

it you will certainly have found out enough to know where you can receive more detailed information, and whom you can address your questions to.

1. General information

There exists a series of independent, non-governmental organisations and advice centres available in Saxony to provide you with advice. Please do not be afraid of going to these centres. There are organisations active everywhere in Saxony as well as advice centres directly where you live.

When you leave your accommodation, always take your Aufenthalts-gestattung / Duldung (residence authorisation / short-term permit) with you.

Before your type of residence permit expires, go to your Ausländerbe-hörde (Aliens' Registration Office), who will be glad to help you. In addition, you can obtain advice on all aspects of your residency directly at your advice centres. For example, young persons under 27 years in age can go to the Jugendmigrationsdienste (Youth Migration Services), while those over 27 can apply to the charity refugee counselling centres.

The type of residence permit you possess will determine which social benefits and assistance you are entitled to receive.

If you should happen to lose your residence permit, please go immedi-ately to the Aliens' Registration Office.

2. The borders of your residence area

There exists in Ger-many the law on re-striction of movement, which confines you to a particular area. As an asylum seeker and per-son, whose stay is tol-erated, you are restric-ted in your movements to a particular area. If you want to leave this area, you first have to obtain permission from the Aliens' Registration Office.



The Free State of Saxony is divided into three regions. If you possess an Aufenthalts-gestattung (residence authorisation) you are only entitled to stay your particular region.

- **Region 1:** Vogt Landkreis (district), Zwickau district, Mittelsachsen district, Erzgebirg district, the urban municipality of Chemnitz.
- **Region 2:** the districts of Meißen, Bautzen, Görlitz, Sächsisch-Schweiz-Osterzgebirge, state capital of Dresden.
- **Region 3:** the districts of Nordsachsen, Leipzig as well as the urban municipality of Leipzig.

With a Duldung (Short-Term Permit), you basically enjoy freedom of movement anywhere in Saxony.

If, however, you do not, for example, cooperate in the clarification of your identity and/or have committed several or severe crimes, your freedom of movement will be restricted to the relevant district or urban municipality concerned.

IMPORTANT!

The Aliens' Registration Office is entitled to severely restrict the region, in which you have freedom of movement, particularly if you have committed a crime. This also applies to tolerated persons and asylum seekers.

If you want to leave your region of stay and travel to another region or another Federal State in Germany, then you need permission from the Aliens' Registration Office – the so-called "Urlaubsschein" (leave pass). There are only a few cases where this "leave pass" is not required (e.g. for court appointments).

You need the following documents in order to apply for a "leave pass" with your Aliens' Registration Office:

- A written invitation, for example from a person or association, addressed to you, which includes the name and the precise address of the person being invited.
- An application form or simple letter. In the case that a form is available, you will receive it at your Aliens' Registration Office or community accommodation building. A simple letter must include all the important information on the period, destination and reason for your travel.

IMPORTANT!

Please observe the "restriction of movement".

If you are unsure about this, please ask at an advice centre or the Aliens' Registration Office, in which region you have freedom of movement. If you should leave the region applicable to you without permission ("leave pass" from the Aliens' Registration Office), you will then face a fine, and if you do this on a repeated basis, criminal charges may be brought against you, which can result in you receiving a condemnation, fine or even being sentenced to imprisonment. This, in turn, may have adverse consequences on your prospects of a secure residence status.

3. How you reside and live

Families enjoy a high status in Germany. The family nucleus comprises the father, mother and children.



You will normally spend the first three months in Saxony in the Initial Reception Centre in Chemnitz. Then, as an asylum seeker and tolerated person, accommodation will be provided for you. This will generally consist of community accommodation. As a matter of principle, you are committed to live there. There is also the possibility of living in apartments, which are generally provided and paid for by the relevant authority.

The Jugendamt (Youth Welfare Office) is responsible for adolescents under the age of 16, who have entered Germany alone.

IMPORTANT!

During your asylum procedure, you must remain contactable for the Aliens' Registration Office, the Federal Office for Migration and Refugees plus (in the case of legal proceedings) the Administrative Court by living at the address specified so that you are able to receive correspondence.

3.1 Information for living in community accommodation

Please note that in community accommodation you will be living together with many people of different cultural backgrounds in a confined space. This may lead to conflicts and misunderstandings. To prevent this, respectful behaviour among one another, mutual consideration and an observance of the everyday regulations is necessary.

When you move into community accommodation or an apartment, a positive initial gesture is to introduce yourself to your neighbours.

Please observe the periods of quiet and as far as possible allow yourself and those living around you the opportunity for peace and for being alone.

Please familiarise yourself with the house rules, which determine the regulations for all the residents of the community accommodation building. Have them explained to you and observe them.



During the day you are free to receive guests. Generally, however, guests are not allowed to spend the night in this accommodation.



3.2 Information for living in an apartment

If you would like to live in an apartment, you can apply for "decentralised accommodation" by writing a simple letter to the relevant authorities. Particular consideration will be given to families with children, working persons and those persons suffering from a severe illness.

3.3 Information for redistribution (the wish to move within Saxony or to another Federal State)

If you would like to live in another urban municipality or another district, you can apply for "redistribution" by writing a simple letter to your Aliens' Registration Office. The application must include pertinent reasons, such as family reunification, and will only be granted in exceptional cases. The advice centres can provide you with assistance in making the application.

You can also apply to the relevant authorities for "redistribution" to another Federal State. There must also be very good reasons for your redistribution to another Federal State, which will also only be granted in exceptional cases, such as the need for care by other family members as the result of a serious illness.

3.4 General information

Post

- Pick up your post regularly.
- Read your post. If you have any difficulties understanding your post, have it translated or explained by a person you trust.
- There may be negative consequences for you if you miss appointments or deadlines, resulting from not reading or not properly understanding letters.
- Letters are only to be opened by the person they are addressed to. Nobody may open your post without your permission. In your turn, you may also not somebody else's post – unless that person has asked you to open the letter.
- Ensure that your letter box (if you have one for yourself), has your name clearly legible on it.

IMPORTANT!

Yellow letters from the Federal Office for Migration and Refugees will pertain to your asylum procedure. If you have any questions, immediately go to an advice centre, to a person you trust or to a lawyer to receive help.

Saving energy in the apartment

Saving energy is important for the environment. Moreover electricity, water and heating costs in Germany are very high. Please observe the following:

- When you use the heating, please keep the windows and doors closed. The radiators should only be set to the 2 – 3 setting.
- Do not use any additional heaters.
- Air the room(s) for ten to twenty minutes twice a day. Switch the radiators off when you do this.
- Please be economical in your use of water.
- Switch off electrical equipment when not actually in use. If you are the last person to leave a room, please switch the light off.

Media and using them

- It is your responsibility to pay the television and radio license fee. to the GEZ (Radio and TV Licence fee Collecting Agency). It may be possible, however for you to obtain an exemption from the charge.
- When concluding contracts (for mobile telephone, magazines, etc.), please note that the contracts may be of a long-term binding nature. You are solely responsible for the costs incurred.
- We strongly recommend that you do not conclude any purchase or insurance contracts from door-to-door sellers. You may later regret it. You should only conclude contracts after receiving extensive advice from a trustworthy person who has knowledge of these matters.
- When using the internet, please note that the downloading of documents may cost money.

Waste disposal

For ecological reasons, waste in Germany is separately disposed of.

- Yellow bin: for packaging (including plastic and metal)
- Brown bin: for biological waste, such as food leftovers, or vegetable waste
- Blue bin: for paper and cardboard
- Black bin: for all other waste
- Glass bins: for all glass containers (the bins are installed in public places)
- Returnable bottles: you can return certain bottles to the supermarket and get money (deposit) back on them. The deposit amounts to 25 cents, 15 cents or 8 cents – depending on the type of bottle.

All the remaining household waste goes into the black container. Please note that special items, such as batteries, chemicals, paint as well as technical equipment (e.g. televisions or defect furniture) are disposed of separately. In this regard, please ask a competent person, such as the caretaker, building warden. or staff at the Aliens' Registration Office. Glass, Glass bottles etc. are disposed of in public glass containers.

In some communities, you are obliged as the tenant of an apartment to regularly put waste bins out on the side of the street to be emptied by the refuse collection service. Please enquire of your neighbours or the relevant authorities of the collections times.

4. Learning German

Learning the German language is very important for your life in Germany. You can find out details and possibilities for free language courses (plus, if needed, literacy courses) at the advice centres or your local integration and/or aliens' commissioner.

The free brochure "99 Wege zur deutschen Sprache" (99 Ways to the German Language), provided by the Sächsischer Ausländerbeauftragte (Saxon Commissioner for Foreigners), will give you more ideas to learn German. These are available in your community accommodation (on the language shelf) and at many advice centres. Sometimes there are also special free language courses available, e.g. for women only.

Persons under 27 years of age have other possibilities to learn German than those over 27. Find out about free language courses at your advice centres. In some large cities, information on free language courses is also provided by the Refugee Council or Ausländererrat (Aliens' Advisory Council).

There are free, job-related language-support courses available for a specific category of persons. These last about six months and end with a language examination.

If you are interested in this, please contact the Saxon Refugee Council, Heinrich-Zille-Straße 6, 01219 Dresden; Tel. 0351-4363725; Email: pons@saechsischer-fluechtlingsrat.de.



5. Travelling by public transport

You need a valid ticket when using public transport (e.g. train, bus, tram).

You can buy tickets:

- at a ticket machine at a bus/tram stop,
- at a ticket machine in the bus or tram,
- from the bus driver (occasionally also from the tram driver)
- in a transport service centre.

IMPORTANT!

Some tickets also have to be validated after buying them. There are special machines for this purpose. Tickets can also be subject to time and distance restrictions – for example, you can only use them at a certain time and/or in a certain area. You must be aware of these restrictions. Please ask somebody for help if you are unsure when buying the right ticket.



If you travel without a valid ticket and are controlled, you will normally have to pay 60.00 Euros. If this happens several times, criminal proceedings may be taken against you, which will have a negative impact on your subsequent residence permit status.

When you travel by train, you must buy the ticket before getting on the train at a ticket machine or the railway service counter. Please check every time whether the ticket also has to be validated.

6. Constructive cooperation with the authorities

6.1 General information

Please always use the polite form of address in German ("Sie") with persons that you are not related to or on friendly terms with. The person you are talking to should focus on this. Politely point out to him if you wish him to use the familiar form of address in German ("Du") with you without mutual agreement. If this does not result in any change in behaviour, you should consult a person you trust on this subject.



The staff of public bodies and other institutions are not allowed to accept gifts. This is severely punished in Germany. So please understand that your gift cannot be accepted. The person you are dealing with will, however, appreciate your gesture.

If you receive a letter for an official appointment at a public body, then take the letter with you when you go there. For urgent matters, though, you can go to the authorities without an appointment.



For appointments at public bodies, only the person named in the appointment should attend.

The official language is German. If you need help with the language, then bring an interpreter or a person you trust with you.

Always keep your appointments or cancel them by telephone in good time. If you do not come on the appointed date and have not cancelled it in advance, there will be adverse effects for you, for example, you will not receive your money.

Punctuality and keeping appointments make our living together easier.



You can contact the Aliens' Registration Office at any time for all questions relating to your stay. Don't be afraid of asking questions. Requests and enquiries can and should be made at any time. The responsible staff will be glad to answer your questions.

You are obliged to actively cooperate with the authorities and present the required information, documents and certificates.

IMPORTANT!

Always make your applications in writing and make a copy (or alternatively, have a copy made) of all the documents you have to provide. It is important that you keep all papers and letters from the authorities filed away in a folder in a safe place.

When you receive a notification from the authorities (e.g. the Aliens' Registration Office), you can – as a matter of principle – appeal against it. As there will be deadlines associated with such an appeal, please contact an advice centre as soon as possible.

In Germany the police is present to protect your safety and defend your rights. The police will help you in the event of an emergency, e.g., if you have been threatened, robbed or attacked.

6.2 Deciding on your request for asylum

IMPORTANT!

If the Federal Office for Migration and Refugees sends you notification of their decision to reject your application, then, as a matter of principle, you are required to leave Germany within one month. Starting on the day the notification of rejection is delivered to you, you have two weeks to appeal to the Administrative Court and one month to justify your appeal.

IMPORTANT!

If your asylum request is rejected as being "offensichtlich unbegründet" (manifestly unfounded), you are required to leave Germany within one week. In this case, you only have one week to make the appeal. In addition, in the same time you must also request the administration Court for temporary legal protection against your deportation and justify it.

Which court is competent for your appeal and what deadlines apply to you, you will see from the last page of the notification of rejection in the "Rechtsbehelfsbelehrung" (advice on the right of appeal).

If you do not observe the deadlines, then your application for asylum will be definitively rejected. Although this generally costs money, you may be able to obtain exemption from the costs. For this purpose, you must apply for (and receive) a "Beratungshilfeschein" (legal aid voucher) at your respective District Court. Therefore once you have received a notification of rejection, you should immediately go to a refugee advice centre or lawyer.

You are also free to seek advice from a Beratungsstelle für Flüchtlinge (Advice Centre for Refugees), where you will receive advice free of charge.

If you are required to leave Germany, but have urgent personal or humanitarian reasons to the contrary, there is the possibility that the Sächsische Härtefallkommission (Saxon Commission of Cases of Hardship) will take up your case. In this regard, please contact the Sächsischer Flüchtlingsrat (Saxon Refugee Council) e.V., Heinrich-Zille-Str. 6, 01219 Dresden; telephone: (0351) 4363725; email: pons@saechsischer-fluechtlingsrat.de or the Migration Advisory Centres for more information.

In this regard you can also contact the Sächsischer Ausländerbeauftragte (Saxon Commissioner for Foreigners) Office at:

Sächsischer Landtag
Bernhard-von-Lindenau-Platz 1
01067 Dresden
Telefon: (0351) 4935179

7. Managing your money

Every month, you will receive a general fixed sum as "pocket money" for your personal needs, such as tickets for public transport or telephone costs, which you are free to use as you choose.

In addition, you will receive benefits for food, clothes, articles for health and body care and the like. In most districts and urban municipalities, these benefits take the form of cash handouts. One district, however, issues vouchers you can redeem to meet your needs of the above-mentioned items.

Any income you may earn from gainful employment plus any assets you have available will be offset from your monthly allowance. The relevant office will determine an exempted allowance amount, which you may additionally keep.

IMPORTANT!

You are obliged to immediately notify the Sozialamt (Social Welfare Office) of any extra income gained from work. If you do not do this, the excess amount of benefits will be reclaimed. You may also be liable to a fine, and in the worst case this will constitute a crime, which in the event of a conviction may result in a fine or imprisonment. This may also lead to a negative effect in relation to your residence status.

More information on the subject of work is available in Section 11.

Find out from the relevant authorities when and where you will receive your monthly money allowance. If the date should change, you will be notified of the new date either at the time of receiving your previous monthly allowance, or by a poster on the notice board in your community accommodation or by letter.

It is possible that in special cases further benefits may be granted. These include the special needs of children (such as first clothes for the baby), school materials, costs for a school trip, as well as assistance for pregnant women and integration support for disabled children. Please enquire at your local authority for details.

If you are ill and therefore unable to come to receive your money, please provide evidence of this in the form of a doctor's certificate. You will then receive your money later.

IMPORTANT!

Your benefits may be reduced if you do not comply with your obligation to cooperate. This will happen, for example, if you do not demonstrably contribute to clarifying your identity or do not react in due time to letters from the authorities. Your benefits will also be cut if your asylum request has been rejected and you do not comply with the order to leave Germany. Social benefits can also be cut if you do not accept a community service assigned to you by a Social Welfare Office / Aliens' Registration Office.

As an asylum seeker or tolerated person, you will receive a discount on a few services, such as tickets for cultural events. Please enquire at the Social Welfare Office or the Aliens' Registration Office whether you are entitled to such discounts.

Please manage your money carefully and only buy those things you can afford. If you get into debt, then you can seek advice at a migration advisory debt counselling centre.

8. Medical care

In Germany you basically enjoy the free choice of a doctor, so that you may go and see any doctor registered in the district or urban municipality you live in. The following points are addressed to those who do not possess a chip card issued by a health insurance company.

- If you are ill and have to go to the doctor's (e.g. dentist), you will need a Krankenschein (health insurance certificate) or Behandlungsschein (medical treatment voucher) issued by the relevant authority (e.g. Aliens' Registration Office or Social Welfare Office)
- Überweisungen (referrals) from one doctor to another specialist doctor first have to be approved by the relevant authority. They will issue you with another health insurance certificate for you to take to the specialist doctor.
- It may take several months for you to see a specialist doctor. This is normal. Please be patient.
- Specific medical treatments are subject to checks by an Amtsarzt (public medical officer). In this regard, please obtain advice if you have any questions.
- In an emergency, you can go to the doctor's without a medical treatment certificate. In this case, however, following the emergency treatment you are obliged to obtain a medical treatment certificate from the relevant authorities, which you must then give to the doctor who treated you.
- In the event that you need emergency treatment when travelling, you can go to doctor's wherever you are.

IMPORTANT!

If you do not have a health insurance certificate, you will have to pay for the medical treatment yourself.

Health care:

- In Germany there are various medical examinations possible for the purpose of checking your health. These include preventative check-ups for small children, school entry check-ups as well as check-ups for the early detection of cancer.
- If you possess a chip card, you may also attend health maintenance courses such as yoga, autogenic training, and be reimbursed for a large part of the costs. Please enquire at your health insurance company if you are interested. Expectant mothers, in particular, have an unrestricted right to all preventative medical check-ups, childbirth services, midwife assistance, etc.



Treatment of diseases:

- If you are aware that you have an infectious disease, such as HIV, hepatitis B, an active form of tuberculosis or similar, go and see a doctor immediately. If your child has such a disease, obtain a doctor's certificate for the school or kindergarten your child goes to.
- Information on prescriptions are available from your health insurance company or the relevant authorities.

Therapy in the case of traumatisatisation and mental health problems:

- If you, or somebody you know, is suffering from strong fears, nightmares, depressions or similar, please go and see a doctor you trust. He will be able to help you with a suitable therapy.
- In Leipzig, Dresden and Chemnitz, it is possible to use the services of language mediators and, in part, interpreters when undergoing therapy in projects – e.g. the Language Mediator Pool in Chemnitz, the SprInt Project in Leipzig or the Gemeindedolmetscherdienst (Community Interpreter Service) in Dresden.
- You can apply to the relevant authorities to have your interpreter costs met for the therapy. It is possible in individual cases for the costs to be met by the relevant authorities or an association. For the costs of the therapy sessions at a registered psychotherapist to be met, you need a health insurance certificate from the relevant authorities. It may be the case that a public medical officer will be required to assess your need for treatment.
- In Dresden, you can also contact the Saxon Refugee Council, and in Leipzig the Cactus e.V. centre. The human rights initiative Medinetz Dresden e.V. provides free medical help for refugees and migrant without any residential status on an anonymous basis.

Please feel free to contact any of the following contact points:

Komenco Project

Sächsischer Flüchtlingsrat e.V. (Saxon Refugee Council)
Heinrich-Zille-Straße 6
01219 Dresden
Telephone: (0351) 4363725
Email: info@saechsischer-fluechtlingsrat.de

Sprint-Leipzig

Familien- und Gesundheitszentrum Cactus e.V.
(Cactus Family and Health Centre)
Riemannstraße 32
04107 Leipzig
Telephone: (0341) 2254544
Email: sprint@cactus.de

Medinetz für Dresden

IBZ (International Meeting Place) Heinrich-Zille-Straße 6
01219 Dresden
Mobile phone: (0177) 1736781
Email: medinetzdresden@gmx.de
(free first-time advice every Wednesday
in the IBZ from 6 pm to 8 pm)

Traumaambulanz (Trauma Outpatient Clinic)

Klinik und Poliklinik für Psychotherapie und Psychosomatik
(Clinic and Polyclinic for Psychotherapy and Psychosomatics)
Telephone: (0351) 4587094 or (0351) 4582070
Email: Julia.Schellong@uniklinikum-dresden.de

In the event that you are the victim of xenophobic verbal or physical attacks, in Saxony you can also contact the Office of "Regionale Arbeitsstellen für Bildung, Integration und Demokratie in Sachsen e.V." (Regional Centres for Education, Integration and Democracy in Saxony).

Their contact details are:

- in Dresden: telephone: (0351) 8894174;
email: opferberatung.dresden@raa-sachsen.de
- in Leipzig: telephone: (0341) 2618647;
email: opferberatung.leipzig@raa-sachsen.de
- in Chemnitz: telephone: (0371) 4819451;
email: opferberatung.chemnitz@raa-sachsen.de

There are confidential advisory services available if you have experienced domestic violence. Women, in particular, can contact special contact points. Both men and women, who have been or are victims of domestic violence and/or stalking, will receive advice and support in the **Koordinierungs- und Interventionsstelle gegen häusliche Gewalt und Stalking (Coordination and Intervention Centre against Domestic Violence and Stalking – KIS)**. There is also special sheltered accommodation available for women, men and children.

Some centres, including migration advisory centres, offer special counselling on pregnancy, addiction or drug problems.

9. Kindergarten – a good start

In Germany children from the age of three have a legal right for a place in a kindergarten. You too can (and should) register your child in a nearby kindergarten. Your child will quickly be able to learn the German language and develop contact with other children. The earlier your child learns the German language, the easier it will be for him/her to understand school lessons later.

You can apply to the relevant authorities to have the costs of the kindergarten place met. Food and drinks will be provided for the children in the facility itself. You can also apply to the relevant authorities for these costs to be partially met. In the case that your child should or may not eat certain kinds of food, please speak to the care providers in the kindergarten directly. They will certainly pay attention to your child's special needs.



Children under the age of three will usually receive a place in a day nursery. A new law in force since 1st August 2013 will provide a legal entitlement to this for children who are one year old (or older).

10. Attendance at school (for your children)

In Germany, all children over the age of six must go to school.

This is called "compulsory education". This also applies to your child, who has the right and the obligation to go to school, as soon as he/she has reached the age of six. Attending school will enable your child to quickly learn German and broaden his/her future prospects. Please support your child with all your strength. Attendance at state schools is free of charge in Germany.

As a parent, it is your duty to register your children for school. School registration is made at the regional offices of the Sächsische Bildungsagentur (Saxon Educational Agency).

In a "special educational counselling" session, it will be decided which school your child can attend and whether he/she will go into a preparation class. The purpose of this preparation class is to provide children who cannot (or hardly) speak German yet with lessons in the special subject "Deutsch als Zweitsprache" (German as a second language) from a teacher specialising in individual support, so that the children in this class will be able to participate in normal lessons as quickly as possible. The cost of your child's travelling to this school can be met by the relevant authorities (on application).

In Saxony, children who are brought up bilingually or multilingually, have the possibility to pursue their education in their native language. In this regard, please contact the regional offices of the Saxon Education Agency or ask the teachers in the preparation classes.

The school system in Saxony begins with the Grundschule (Primary School), which lasts 4 years. This is followed either by a Mittelschule (Secondary School) culminating in the certificate of secondary education, or a Gymnasium (Grammar School) culminating in the Abitur (A-levels, general qualification for university entrance). Following this, the Berufsschule (Vocational School) is then possible to obtain the vocational Abitur and/or vocational qualification. Further information is available at the specialist advisory centres.

You may possibly be able to apply to your relevant office for educational and event participation benefits for your children. By this means, the costs for school trips, lunch, homework support, learning assistance, attending kindergarten and similar items can be partly reimbursed or completely met. On questions of financing the costs of teaching materials, school trips to local and regional destinations, please also enquire at the relevant office.

11. Training and career as a perspective for the future

Children can receive supervision in a Hort (after-school care centre) after school up to the end of their fourth year at school. There they will perform their homework in groups and also take part in sport and games. Please clarify beforehand whether and from which authorities the costs for the after-school care centre will be met.

In the interest of your child, please take advantage of the Elterngespräche (parent-teacher discussions) / Elternabende (parents' evenings) offered at school. If you don't feel confident enough of your German to understand what is going on, then take somebody with you who will help you. If you have any questions, or you need something explained, please do not hesitate to contact your child's teacher or the individual support teacher in your child's preparation class.

The "special educational counselling" ensues until the child reaches the age of 27. Educational possibilities will be explained to you, and with previous experience gained in "preparation classes with vocationally specific aspects", integration into vocational training centres is possible. If applicable, you can also have your school leaving certificates or the number of years of school attended in your country of origin recognised or acquire a further school leaving certificate. If you are under 18, then you are of vocational age. This means that you must either participate in vocational training or attend a vocational school. In this regard, the Youth Migration Services will be happy to advise you.

Once you have been living in Germany for one year, you may possibly be allowed (with the approval of the Aliens' Registration Office) to take up work or start a training. You are not permitted to work if your residence document contains the entry "Erwerbstätigkeit nicht gestattet" or "Beschäftigung nicht gestattet" (employment not allowed).

If you wish to undergo dual training, you need a Beschäftigungserlaubnis (employment permit). This permit is not required in the case of a school-based training.

Make sure that you receive advice on vocational or academic (school) development at an early stage. For this purpose, please contact the Youth Migration Service, the Coordinator for Migration at the Sächsische Bildungsagentur (Saxon Training Agency), or the Handwerkskammern (Chambers of Crafts), or the IBAS (Information and Counselling Centre for Recognition Saxony).

The "RESQUE PLUS" project with branches in Leipzig, Dresden and Chemnitz offers counselling, training courses, etc. on career perspectives especially for refugees in Saxony. The advice you can receive there includes the subjects of special language courses and training development opportunities.

In order for you to receive support and advice within the framework of this project, you must not have been banned from employment.

On existing school or vocational qualifications from your country of origin and the possibilities to have this qualification recognised in Germany, then in Saxony you can obtain advice from the IBAS (Information and Counselling Centre for Recognition Saxony). Please make an appointment in advance.

Informations- und Beratungsstelle Anerkennung Sachsen (IBAS)
(Information and Counselling Centre for Recognition Saxony)
Telephone: (0351) 43707040
email: anerkennung@exis.de

If you work without permission, you face the risk of fines and imprisonment. If you do not cooperate with the authorities in acquiring your papers, you face the risk of not being allowed to work.

You can, as appropriate, take up an Arbeitsgelegenheit (work opportunity) for 1.05 Euro an hour in your accommodation building. You do not need a work permit for this work. Maybe you can offer homework supervision, or look after a reading room or persons who have just arrived to live there. For this purpose, please contact the accommodation building supervisor or the relevant authorities.

12. Returning to your country of origin

For those who wish to return to their own country, possible financial assistance is available provided by the "Reintegration and Emigration Programme for Asylum-Seekers in Germany" (REAG).

The requirement for financial support for this purpose is that you do not possess sufficient funds either yourself, from dependent relatives or from other sources for returning.

A further requirement is that the person concerned did not previous assistance from a voluntary return programme in the past.

You can apply for reimbursement of the costs for your return to your own country via the programme. For specific countries, you can also apply for Starthilfe (an initial payment) to get you going when you return home.

For more information on this, please apply to the relevant authorities. In addition you will also receive advice from the following addresses:

Caritas Leipzig – Beratung für Rückkehrer (Advice for Returnees)

Mr. Johannes-Paul Martin

Elsterstraße 15

04109 Leipzig

Telephone: (0341) 9636127

Email: jp.martin@caritas-leipzig.de

DRK Beratungsstelle für Auswanderer und Weiterwandererberatung im DRK Kreisverband Chemnitzer Umland e.V.

(German Red Cross (DRK) Advice Centre for Emigrants and Further Migration Counselling)

Ms. Eleonora Kalmbach

Zwickauer Straße 432

09117 Chemnitz

Telephone: (0371) 8420812

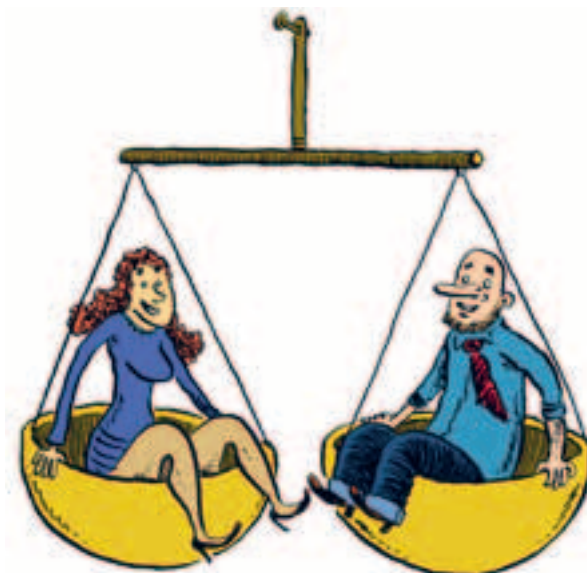
Email: kalmbach@drk-chemnitzer-umland.de

13. Rights and obligations

You have rights and obligations just as everybody else living in Germany. The restrictions that asylum seekers and tolerated persons are subject to are more comprehensive. Nevertheless, you should stand up for your rights (albeit in a reasonable manner) if you see them as being limited.

You have the following rights:

- Germany is a constitutional state, in which no arbitrariness is permitted. If, however, you perceive such, contact the advice centres or your local Aliens' and/or Integration Commissioners.
- The courts and authorities function reliably. If the processing of your enquiry/application seems to be taking too long in your perception, then follow it up with them.
- Everybody has the right to exercise his religion as he chooses. That applies to you and your fellow human beings within the framework of the Constitutional Law.
- Men and women are equal before the law in every social field. In the event that you (have to) make different experiences, please do not hesitate to contact the local Equal Opportunities Representative.
- Men and Women have the same rights in Germany. Women can also give orders in public bodies and other institutions and make decisions. These have the same status as those from men.
- Children enjoy particular protection. Children too have the right to report their parents (to the police), if their parents hit them. Every personal injury suffered by blow on a child is a criminal offence and is punished by a fine or imprisonment. The Youth Welfare Office provides assistance and support in dealing with children in difficult situations.

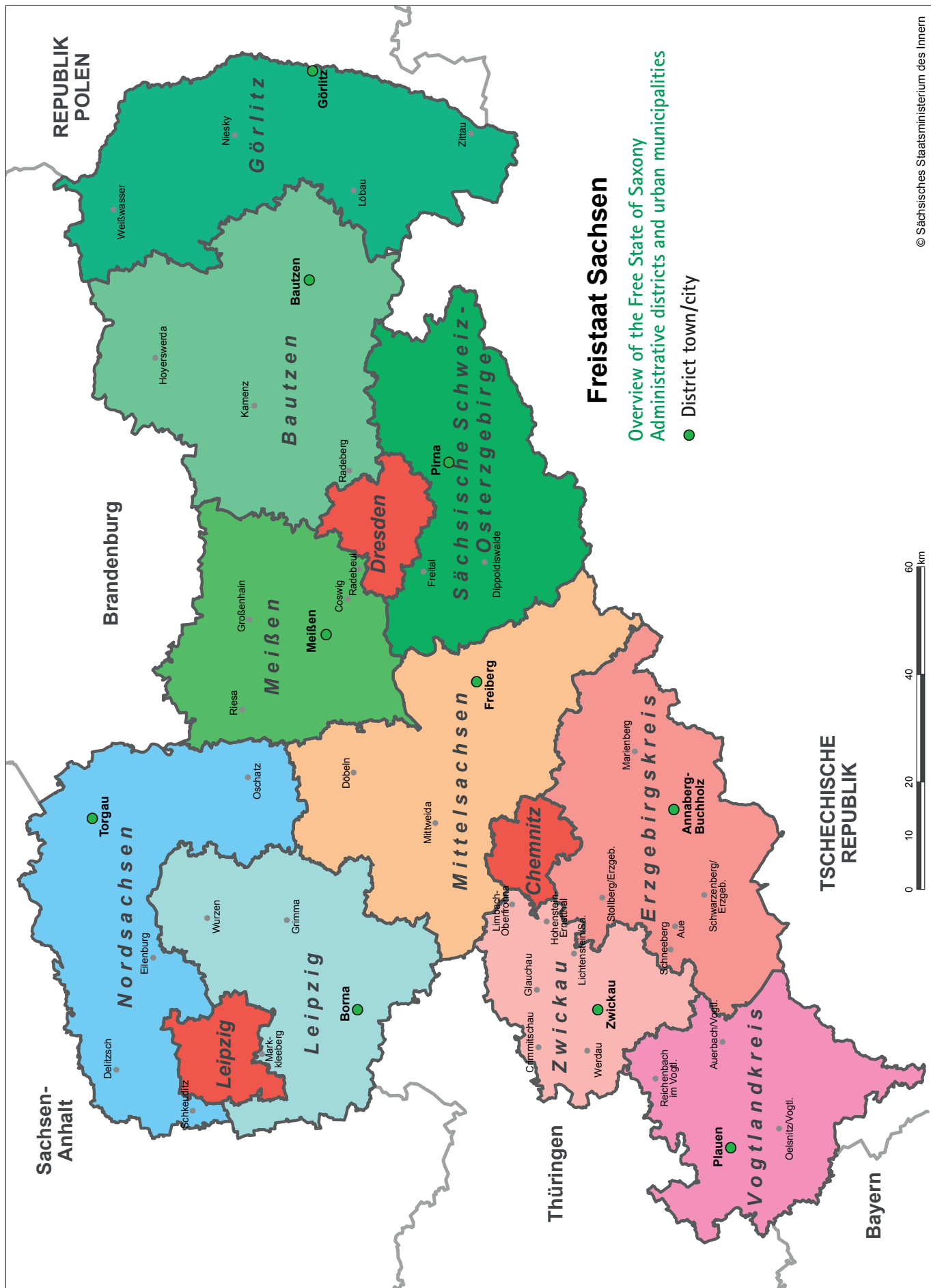




You commit an offence or crime in Germany if you – amongst other things: ...

- ... physically attack, physically or sexually molest other persons.
- ... leave your stay area you have been designated without official "permission" "restriction of movement").
- ... falsify certificates.
- ... work without permission ("moonlighting").
- ... do not send your child to school.
- ... travel on public transport (bus, tram or train) without a valid ticket.
- ... damage the property of others or the furnishings in your accommodation.
- ... physically attack, physically or sexually molest other persons.
- ... drive a car without a driving licence.
- ... possess or deal in illegal drugs.

14. Overview of the Free State of Saxony



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