

# 2022/2023 ENROLMENTS

## **Policy on enrolment in the Brussels European Schools for the 2022/2023 school year:**

available on the European Schools' website [www.eursc.eu](http://www.eursc.eu) under “Enrolments – Enrolments in the European Schools”.

## **Terms and conditions of admission in the European Schools (breakdown of pupils into 3 categories):**

available on the European Schools' website [www.eursc.eu](http://www.eursc.eu) under “Enrolments – Enrolments in the European Schools”.

## **General Rules of the European Schools:**

available on the European Schools' website [www.eursc.eu](http://www.eursc.eu) under “The Office – Official texts – Basic texts”.

### **1. Age requirement - see Article 49:**

- a) Pupils shall be admitted to the nursery school at the beginning of the school year in September of the calendar year in which the child reaches four years of age (born in 2018).
- b) Pupils shall be admitted to primary year 1 at the beginning of the school year in September of the calendar year in which the child reaches six years of age (born in 2016).
- c) In principle, no child may be admitted to the school if he/she is two years (three years for secondary years 4-6) older than the normal age resulting from application of the above provisions to his/her particular case.
- d) Pupils with special educational needs: the cases of these pupils shall be dealt with in accordance with the Regulations adopted by the Board of Governors concerning the provision of Educational Support in the European Schools (procedural document 2012-05-D-15).  
For more information, parents can contact the educational support coordinator:

- Mr Noel ROWLAND for the nursery and primary cycles at Evere site:  
[EVE-ASSISTANT-DEPUTY-DIRECTOR-NURSERY-AND-PRIMARY-CYCLE@eursc.eu](mailto:EVE-ASSISTANT-DEPUTY-DIRECTOR-NURSERY-AND-PRIMARY-CYCLE@eursc.eu)
- Mrs Katrien FERNANDEZ for the nursery and primary cycles at Woluwe site:  
[katrien.fernandez@teacher.eursc.eu](mailto:katrien.fernandez@teacher.eursc.eu)
- Mrs Géraldine GATTO-ROISSARD for the secondary cycle:  
[geraldine.gatto-roissard@teacher.eursc.eu](mailto:geraldine.gatto-roissard@teacher.eursc.eu)

### **2. Level required for acceptance - see Article 47 a):**

please refer to the table of equivalences in annex 2 of the General Rules.

### **3. Choice of the language section – see Article 47 e):**

A fundamental principle of the European Schools is the teaching of mother tongue/dominant language as first language (L1). This principle implies the pupil's enrolment in the section of his/her mother tongue/dominant language where such a section exists.

This principle may be waived only where the child has been educated in a language other than his/her mother tongue/dominant language for a minimum of two years at primary or secondary level. The European Schools will presume in that case that the child will be capable of continuing his/her schooling in the language in question.

In schools where the section corresponding to a pupil's mother tongue/dominant language does not exist, he/she will generally be enrolled in one of the vehicular language sections. He/She will attend the classes in his/her mother tongue/dominant language organised for so-called SWALS (**Students Without A Language Section**) as L1.

**Parents will not be free to choose their child's first language (L1), its determination being the responsibility of the school's Director. L1 must correspond to the child's mother tongue or dominant language, in the case of multilingual children, the dominant language being the one of which they have the best command.**

Should there be any dispute about the pupil's L1, it will be the Director's responsibility to determine which language it is, on the basis of the information provided by the pupils' legal representatives on the enrolment form and by requiring the pupil to take comparative language tests, organised and under the control of the school's teachers. The tests will be organised whatever the pupil's age and teaching level, i.e. including the nursery cycle.

**Determination of L1 at the time of the child's enrolment is definitive in principle.**

A change of Language 1 may only be authorised by the Director for compelling pedagogical reasons, duly established by the Class Council and on the initiative of one of its members.

Should a new language section be created, children previously enrolled with SWALS status and who had the language of this new section as their Language 1 will automatically be admitted to the newly created language section without the need for them to be required to take comparative language tests.

In that case, a change of L1 may only be authorised by the Director for compelling pedagogical reasons, duly established by the Class Council and on the initiative of one of its members.

### **Information sessions/presentation of EEB2:**

In view of the health measures currently in force following the Covid-19 pandemic, the Woluwe and Evere sites are not accessible to the public. It is therefore not possible at this stage to visit our facilities.

However, in order to be able to present the new Evere site, the Management is organising a webinar on **Tuesday 18 January 2022 from 6 to 7.30 pm.**

The link to join the meeting is available on the School's website [www.eeb2.eu](http://www.eeb2.eu) under "Enrolments – Information sessions".

In addition, parents who would like pedagogical information are invited to refer to the School's website [www.eeb2.eu](http://www.eeb2.eu) and/or to directly contact:

- Mr Noel ROWLAND *for the nursery and primary cycles at Evere site:*  
[EVE-ASSISTANT-DEPUTY-DIRECTOR-NURSERY-AND-PRIMARY-CYCLE@eursc.eu](mailto:EVE-ASSISTANT-DEPUTY-DIRECTOR-NURSERY-AND-PRIMARY-CYCLE@eursc.eu)
- Mr Dré VAN GEEL *for the nursery and primary cycles at Woluwe site:*  
[WOL-ASSISTANT-DEPUTY-DIRECTOR-NURSERY-AND-PRIMARY-CYCLE@eursc.eu](mailto:WOL-ASSISTANT-DEPUTY-DIRECTOR-NURSERY-AND-PRIMARY-CYCLE@eursc.eu)
- the coordinator *for the secondary cycle:*
  - S1 – S4 Mr Antonio Fabio RUSSO, [antonio.russo@eursc.eu](mailto:antonio.russo@eursc.eu)
  - S5 – S7 Mrs Elaine IRVINE, [elaine.irvine@eursc.eu](mailto:elaine.irvine@eursc.eu)

### Dates and enrolment procedure:

MANDATORY DEADLINES	PUPILS CONCERNED	UNLESS
<b>1st enrolment phase ONLY</b>  from 10 January 2022 to 4 February 2022	for <b>category I</b> pupils and for <b>category II*</b> pupils ( <i>children of the staff of Eurocontrol</i> )  <b>whose parent is in post on 31 December 2021</b> (Art. 2.15.)	<ul style="list-style-type: none"> <li>• the applicant's post terminates before the beginning of the school year (Art. 2.17.)</li> <li>• the pupil is being educated outside Belgium (Art. 2.18.)</li> <li>• in a case of force majeure (Art. 2.18.)</li> </ul> <p style="text-align: center;"><b>=&gt; 2nd enrolment phase</b></p>
<b>1st enrolment phase</b> from 10 January 2022 to 4 February 2022  <b>OR</b>  <b>2nd enrolment phase</b> from 16 May to 10 June 2022 from 4 July to 15 July 2022 # from 16 August to 19 August 2022 #	for category I pupils and for <b>category II*</b> pupils ( <i>children of the staff of Eurocontrol</i> )  <b>whose parent is taking up his/her post in Brussels as from 1 January 2022</b> (Art. 2.16.)	N/A
<b>2nd enrolment phase ONLY</b>  from 16 May to 10 June 2022 from 4 July to 15 July 2022 # from 16 August to 19 August 2022 #	- for all <b>category II</b> pupils (Art. 2.19.)  - for all children of <ul style="list-style-type: none"> <li>• the civilian staff of NATO (international civilian staff)</li> <li>• UN employees (international civil servants) (art. 2.19.)</li> </ul> - for all <b>category III</b> pupils (Art. 2.19.)	N/A

All Articles referred to above can be consulted in the Policy on enrolment in the Brussels European Schools for the 2022-2023 school year.

# The enrolments secretariats of the schools/sites will be closed from 16 July to 15 August 2022.

In the current health context, the enrolment service remains closed to the public.

All applications for enrolment accompanied by all the required documents must be submitted **online via the Enrolment Portal** and **within the required deadlines**.

The link to the enrolment application will be provided exclusively during the enrolment periods, according to the timetable in article 2.4. of the Policy. You can obtain it via your institution's intranet or by contacting the school's enrolment secretariat by email:

- Evere site - [EVE-ENROLMENTS@eursc.eu](mailto:EVE-ENROLMENTS@eursc.eu) - Miss Ninouchka MALAN, tel. + 32 2 774 22 56.
- Woluwe site - [WOL-ENROLMENTS@eursc.eu](mailto:WOL-ENROLMENTS@eursc.eu) - Mrs Isabelle SOEFFERS, tel. + 32 2 774 22 58.

A handwritten signature in blue ink that reads "Kamila Malik". The signature is written in a cursive style with a large initial 'K'.

Kamila MALIK,  
Director.