

2021/2022 ENROLMENTS

Policy on enrolment in the Brussels European Schools for the 2021/2022 school year:

available on the European Schools' website 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 under “Enrolments – Enrolments in the European Schools”.

General Rules of the European Schools:

available on the European Schools' website 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 2017).
- 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 2015).
- 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:

- *Nursery and primary cycles:* Mrs Katrien FERNANDEZ,
katrien.fernandez@teacher.eursc.eu
- *Secondary cycle:* Mrs Géraldine GATTO-ROISSARD,
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/guided tour:

In view of the health measures currently in force following the Covid-19 pandemic, the EEB2–Woluwé site is not accessible to the public. It is therefore not possible at this stage to visit the infrastructure. The EEB2-Evere site will only open in September 2021.

However, in order to be able to introduce the two EEB2 sites to potential new parents, the School Management organised a **direct collective meeting via Internet (Webinar) on Thursday 14 January 2021**. The presentation is available on the school's website www.eeb2.eu under "Enrolments – Information sessions".

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

- Mr Dré VAN GEEL *for the nursery and primary cycles:*
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
 - S5 – S7 Mrs Elaine IRVINE, elaine.irvine@eursc.eu

Dates and enrolment procedure :

1. **Calendar - time periods for submission of applications** (cf. Article 2.B. of the Policy on enrolment)
 - **1st ENROLMENT PHASE:** from 11 January to 29 January 2021.
 - **2nd ENROLMENT PHASE:** either from 17 May to 11 June 2021 or from 5 July to 16 July 2021 or from 16 August to 20 August 2021.

For **category I** pupils and **category II* (Eurocontrol) whose parent is in post on 31 December 2020:** submission of the application during the **FIRST PHASE** is **mandatory**, unless the child is being educated outside Belgium or in a case of *force majeure* or if the applicant's post terminates before the beginning of the school year.

For **category I** pupils and **category II* (Eurocontrol) whose parent is taking up his/her post in Brussels, with one of the European Union Institutions, as from 1 January 2021 for a minimum period of one year:** submission of the application during the **FIRST or SECOND PHASE**.

For **category II** pupils, children of the **international civilian staff of NATO** and of **UN international civil servants** and **category III** pupils: submission of the application during the **SECOND PHASE** is **mandatory**.

Applications submitted outside the time periods will be inadmissible.

2. ONLY ONE enrolment or transfer application per pupil may be submitted throughout the enrolment procedure for the 2021/2022 school year.
3. A common form must be completed and signed by the legal representatives, invested with parental authority over the child, who are required to act jointly, applying for enrolment or transfer.

The forms can be downloaded from the intranets of the European Institutions (NOT from the Schools' websites). They are also available from the enrolments' secretariat of the schools/sites.

4. The enrolment or transfer application - duly completed and signed - with all the documents required must be sent EITHER by post or by hand delivery (B-Post, DHL, etc.) OR by email* to the secretariat of the school/site corresponding to the first preference expressed on the form.

An applicant for a transfer will, moreover, hand in or send a copy of the form to the school/site attended previously.

*Should the file be submitted by email, all the documents must be scanned into a single PDF file. Photos, fax and other formats for transmission of files are prohibited.

5. Concerning **the EEB2**, the enrolment or transfer applications with all the documents required should be returned either to Mrs Isabelle SOEFFERS for the Woluwé site or to Miss Ninouchka MALAN for the Evere site:

- **either by post or by hand delivery** to the following address: avenue Oscars Jaspers 75, 1200 Brussels, Belgium

- **or by email:**

- For the EEB2-Woluwé site (1st choice of school): WOL-ENROLMENTS@eursc.eu
- For the EEB2-Evere site (1st choice of school): EVE-ENROLMENTS@eursc.eu.

6. In view of the health measures currently in force, the enrolments' secretariat of EEB2 is not accessible. It is therefore not possible to come and physically submit enrolment applications.

The enrolments' secretariat will be closed from 19 July to 15 August 2021.

7. The date of submission of the application will be the one affixed by the school secretariat after having checked that the form has been properly completed and signed by the child's legal representatives, and that all the original supporting documents have been duly produced and attached to the application.

For any additional information, feel free to contact:

- Mrs Isabelle SOEFFERS (for the Woluwé site):

- by phone + 32 2 774 22 58
- by email to the following address WOL-ENROLMENTS@eursc.eu.

- Miss Ninouchka MALAN (for the Evere site):

- by phone + 32 2 774 22 56
- by email to the following address EVE-ENROLMENTS@eursc.eu.



Kamila MALIK,
Director.

