

A group of diverse secondary school students are walking through a school hallway. They are smiling and looking towards the camera. The hallway has yellow lockers in the background. A large purple circular graphic is overlaid on the bottom right of the image.

Going to secondary school with suitable education in the BOVO Haaglanden region

For parents of children who are about to make the transition from primary school to secondary school.

2018-2019

A big step

Your child will be attending secondary school next year. The primary school will help you with this important step. Some pupils need extra help at school. This is called 'suitable education'. Does your child need this kind of support? Then choose a secondary school that will be able to help your child. This brochure outlines which steps are necessary for you to take. Also see the regular brochure!

School recommendation, educational report and final test

It's important your child goes to a school that is going to best fit him or her. In group 8, your child receives the primary school advice. This advice gives an indication which type of secondary school would suit your child's learning level. The primary school also drafts an educational report. This report states what your child is good and less good at. It also mentions what kind of support your child needs at the secondary school. You may read the report and have your opinion included if you don't agree with it. You can also indicate yourself if you think your child needs extra help. When a child needs extra support, research on learning disadvantages, intelligence or the social-emotional development often follow. Your permission is requested for most of the research. The primary school or an expert conducts this research on what your child can do and how this is expressed. The results are included (with your permission) to the educational report. On top of that, most children take a final test in group 8.

Educational support

With suitable education, every child can get education at the type of school that fits him or her level and talents. Sometimes a child is already given extra help at the primary school. Sometimes, it isn't until they reach secondary school they're given extra help. If your child comes from a special-needs (primary) school, (s)he (almost) always needs extra support. There are three types of support: basic, extra and in-depth support.

Three types of support

1) Basic support

Is offered by every secondary school in their own way. Examples are supervision by a mentor or supporting children with dyslexia.

2) Extra support

Meant for children who need more than basic support. The range of support offered differs per school and is described in the school supporting profile. Practical education and learning pathways support (lwoo) are part of the preparatory secondary vocational education (vmbo).

3) In-depth support

This is offered by the special secondary school (vso) and is meant for pupils who require very intensive support and guidance.



Priority rules

.....

Many schools use priority rules if there are too many applications.

Priority could be given to your child if:

- 1) an older (step)brother or (step)sister is already enrolled in the school;
- 2) one of the parents is a staff member at the school;
- 3) the primary school provides the same type of education. For example, the Montessori or Dalton education or the 'Vrije School' (Waldorf).

Schools publish their priority rules on their website and on scholenwijzer.denhaag.nl.

Note: The priority rules apply only in the first registration period and only for the school of your first choice!

Applying for a special secondary school (vso) place

There is a different registration procedure for children given a vso advice. This differs per school and the procedure can be found on the vso school website. It is usually possible to apply earlier.

Applying for a practical school place

You can register your child from 26 January 2019. You will receive an registration form from the primary school with a preference list. You make an appointment with your favourite practical school to register your child. Registration is processed in order of entry; once the school is full, it's full. You will receive notification within six weeks. For some pupils, more time is required. In this case, you will receive notification later. There are admission requirements. If the practical school would like to admit your child, the school will apply for a so-called admissibility statement (TLV) from the SWVZHW. Once this statement has been obtained, your child can be enrolled.

Applying for a secondary school at levels vmbo (lwoo), havo and vwo

Important steps to take to register your child:

Step 1

December 2018/January 2019

Your child will receive a preliminary advice from the primary school with a list of compatible schools (the orientation form) no later than the Christmas holidays. After the Christmas holidays, you will receive the final advice. The primary school (and/or you) indicate whether your child needs extra support at the secondary school.

Step 2

7 January to 8 February 2019

There are open days at the secondary schools to visit after the Christmas holidays. If you go visit the schools together with your child, you will get a better idea of what the schools are like. On 8 February, you will receive the registration form with a preference list.

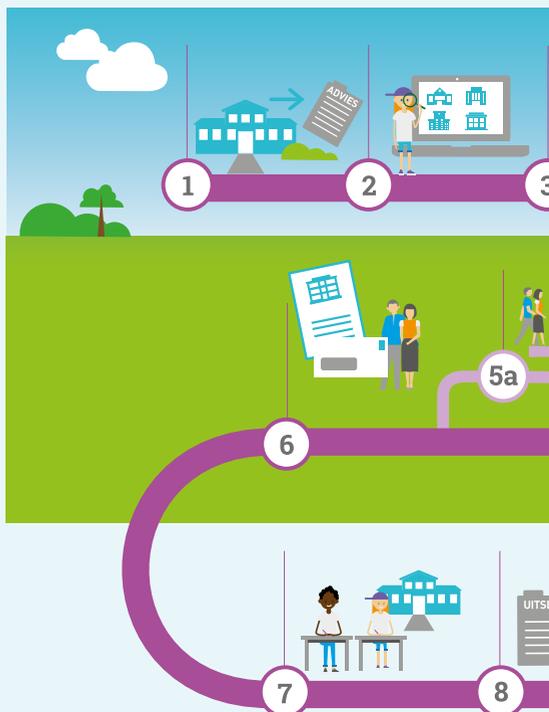
Step 3+4

9 February to 22 February 2019

Make a list together with your child of, for example, five favourite schools. Tip: It's better to add more school names than less, because it increases the chance of placement. Submit the registration form with the preference list to the school of your first choice. Your child is then registered to all the schools on the preference list.

Note:

Registering to the mainstream education is possible from 9 up to and including 22 February 2019. The next opportunity is 8 up to and including 12 April. Some secondary schools might already be full then. For practical education, registering starts on 26 January. It's possible to register for a special secondary school sooner.



Step 5

23 February to 3 April 2019

The secondary school examines your child's educational report. Then the school checks whether they can offer the extra support needed. Sometimes the school asks for additional information. This investigation can take about 6 weeks. Sometimes the school prolongs this with another 4 weeks. What if the school can offer the required support but there are too many applications? Then the school might apply priority rules and placements are raffled. (The overleaf has more information about the priority rules.)

place with suitable education two



Step
6

4 April 2019

On 4 April 2019 (end of the day), you will find out if your child has been granted a place in one of the schools on your preference list. After 4 April, the secondary school that has admitted your child will submit an application for the support with the SWVZHW. If the SWVZHW approves the appeal, the school will receive money to supervise your child. In this case, your child is definitely granted a place at the school. Can't get a place for your child? Then your child will have to participate in the SWVZHW's relocation procedure. The secondary schools will search together to find a suitable school for your child.

Step
7-8

April/May 2019

Most children take the final test in group 8 in April/May. Schools for special (primary) education are not obligated to give the final test. If the results of the final test are higher than the school's recommendation, then the primary school will have to reconsider the given advice. If the school now gives a higher advice, it could be your child can stay in the same class, is sent to a different class at the same school or chooses to go to a different school. They will have to have room and be able to offer the extra support your child needs.

Step
9

July 2019

Getting acquainted with the new school takes place in July.

Step
10

Start September 2019

Your child starts attending the secondary school.

Step
5a

Duty of care

Is your favourite secondary school not able to offer the right support or did your child not win a place at the school? Then the school cannot admit your child; however, it does have a duty of care. This means that the school is obligated to find another school suitable for your child. Sometimes it is necessary for your child to attend a school that was not on your preference list. That will always be discussed with you. Staff members of the South Holland West Collaboration (SWVZHW) will assist you and the secondary school of first choice in this procedure.

More information

You can contact the primary school for more information or visit scholenwijzer.denhaag.nl or www.bovohaaglanden.nl/voor-ouders. Would you like to know what kind of support the secondary school offers? Check the school's website or go to www.swvzhw.nl. There you will also find information about the relocation procedure. You will find information about suitable education on www.passendonderwijs.nl.

BOVO Haaglanden

The transition from the primary school to the secondary school in the Municipalities of The Hague, Leidschendam-Voorburg and Rijswijk has been regulated by the BOVO procedure. This procedure is the result of agreements the school boards in these municipalities have made together. All schools in the BOVO Haaglanden region commit to this procedure. The BOVO Haaglanden organisation carries out the procedure and offers support to the primary and secondary schools. You can find more information about this on www.bovohaaglanden.nl/over-bovo.

Complaint procedure

In the event of a complaint on how the BOVO procedure is carried out by the primary or secondary school, you can use the “ombudsregeling” (complaint procedure) for parents. You can find more information on www.bovohaaglanden.nl/voor-ouders. After having submitted your complaint, an external complaint committee will look into your complaint and will give their advice on the matter to the school board. For complaints about the primary school advice, the content of the educational report or about the registration decision of your child, you can go to the school principal or the school board.

Parent helpdesk

You can visit the central helpdesk for parents/caretakers if you have questions about your child's registration procedure to a secondary school or the second registration period. The parent helpdesk shall be open from 4 April 2019 to answer all your questions. You can find the opening hours and contact details on www.bovohaaglanden.nl/voor-ouders.



Colophon

Text Team BOVO Haaglanden

Translation Urgent Vertaling

Final editing Judith Lommel

Photography Fleur Beemster

Design Haagsblauw

Infographic Buro Marmelade

Printer Quantes, Rijswijk

Publication BOVO Haaglanden, School year of 2018-2019