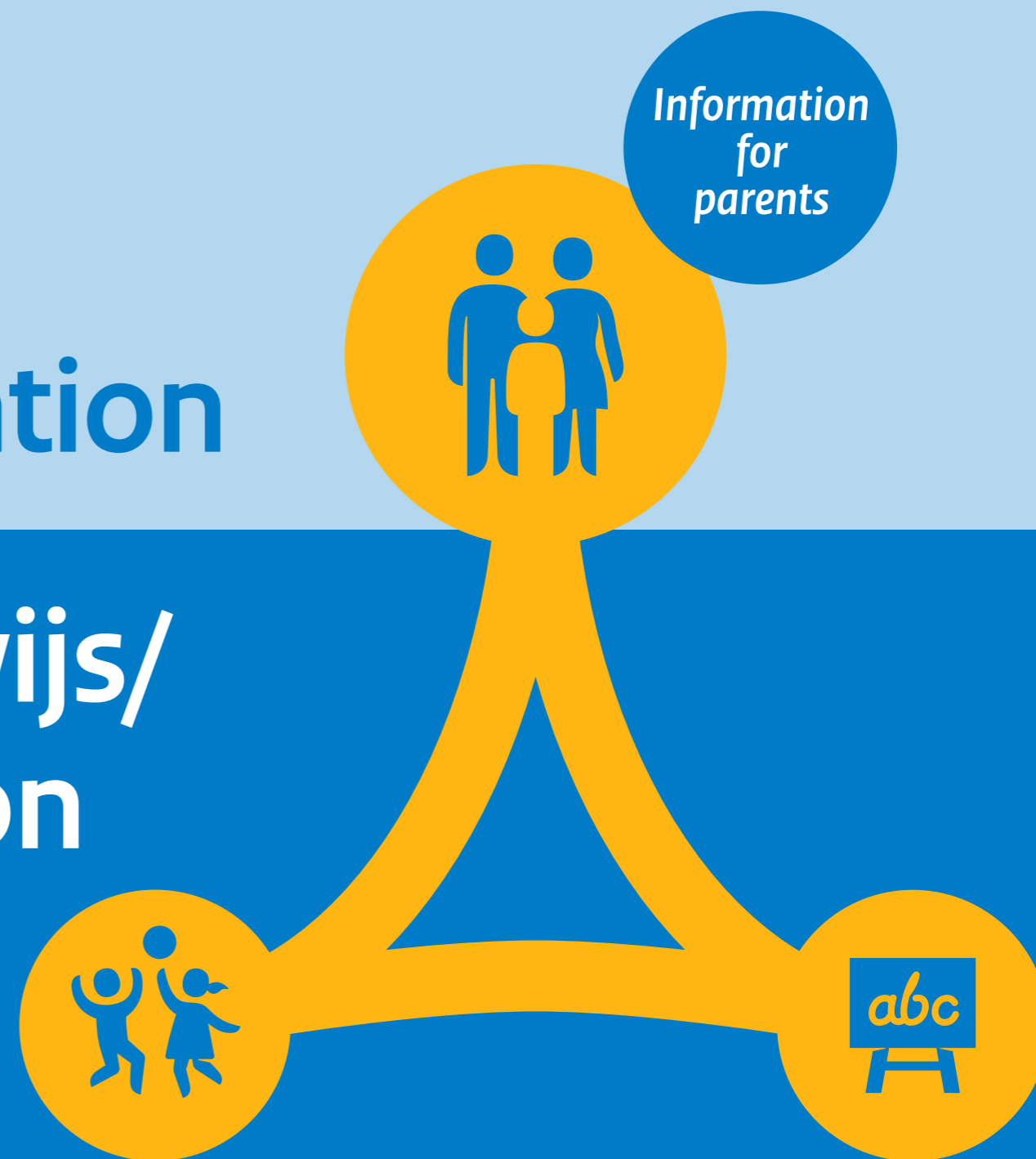




# Secondary education

# Passend Onderwijs/ Tailored Education



# Introduction

Children in the Netherlands have to attend school until they turn 16. If your child does not yet have a startkwalificatie (basic qualification), your child is obligated to attend school until they are 18 years old. From that age on, they are no longer obligated to attend school.





All children in the Netherlands have the right to receive education. Most children don't have problems with the lessons at school. But not every child is the same. Sometimes additional help is needed, or a child needs extra practice.

Sometimes a child needs different explanations or teaching materials. At times, they need education at another, special school.

## Reading Guide

This brochure tries to answer as many questions as possible that parents might have about passend onderwijs (tailored education) at primary schools in the Netherlands, who are funded by the Dutch government. There are ten chapters. The titles of the chapters are in question form. The main page of each chapter has a box with follow-up and sub-questions that belong to that chapter. You can click on each question in this pamphlet to find the answer that belongs to that question.

At the end of the brochure is a glossary and abbreviations. By clicking on the underlined words in the text, the brochure will take you to the glossary and the word you clicked on.

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# Main questions

## Introduction

1. What is passend onderwijs (tailored education)?

2. How does the transition from primary to secondary school go?

3. What kind of support can I expect from school?

4. How do I cooperate with the school?

5. What information do I have to share with the school? What information does school have to share with me?

6. What if my child needs jeugdhulp (youth care) at school?

7. What if my child may need another school?

8. What if I disagree with the school about extra ondersteuning (additional support) or placement at another school?

9. What is an ouder- en jeugdsteunpunt (parent and youth support centre)?

## Glossary and abbreviations



# 1. What is passend onderwijs (tailored education)?

Most children can follow the lessons at school well enough. But not every child is the same. Some children need additional support at school. Sometimes more is needed than the school can offer, and the child may have to go to another school in the region. This can be another regular school or a school for [voortgezet speciaal onderwijs](#) (vso: secondary special education). Every child and every youth with support needs, should receive an education that suits them in the region where they live. That is called [passend onderwijs](#) (tailored education). Schools must ensure that a child receives help at school, or receives help in a suitable other place. This is regulated by the [zorgplicht](#) (duty of care) passend onderwijs.

## Follow-up questions on this topic

- › What is leerplicht (compulsory education)?
- › What is kwalificatieplicht (qualification obligation)?
- › What does help and support at school mean?
- › What is a samenwerkingsverband (school partnership)?
- › What is an ontwikkelingsperspectief (developmental perspective)?
- › What is zorgplicht (duty of care)?
- › When does a school have zorgplicht (duty of care)?
- › What is a schoolbestuur (school board)?

## What is leerplicht (compulsory education)?

Children from 5 to 16 years old are of compulsory school age. That means that it is obligatory for them to go to school. Compulsory education lasts until the end of the school year in which your child turns 16. If your child does not yet have a diploma, the qualification obligation applies instead of the compulsory education. Read more about this under the question [What is kwalificatieplicht \(qualification obligation\)?](#).

## What is kwalificatieplicht (qualification obligation)?

A [startkwalificatie](#) (basic qualification) is a havo, vwo or mbo diploma (level 2 or higher). Youth who do not yet have a basic qualification when they are 16 must receive education until they are 18 years old.

## What does help and support at school mean?

Every school gives support to children who need it. That's what you call [basisondersteuning](#) (basic support). What the school in question specifically provides for basisondersteuning, is stated in the [schoolondersteuningsprofiel](#) (school support profile). If your child needs more support, it is called [extra ondersteuning](#) (additional support). This is also stated in the schoolondersteuningsprofiel. Sometimes the [samenwerkingsverband](#) (school partnership) arranges that additional support. Sometimes the school arranges this itself. Read more about this under [What is a schoolondersteuningsprofiel \(school support profile\)?](#), [What is basisondersteuning \(basic support\)?](#) and [What is extra ondersteuning \(additional support\)?](#).



# 1. What is passend onderwijs (tailored education)?

## What is a samenwerkingsverband (school partnership)?

Schools (specifically, [schoolbesturen](#) or school boards) for regular education, [voortgezet speciaal onderwijs](#) (vso: secondary special education) and [praktijkonderwijs](#) (practical education) work together in a certain area to ensure [passend onderwijs](#) (tailored education). This is called a samenwerkingsverband (SWV: school partnership).

A samenwerkingsverband ensures that every child who needs it, receives extra help or can go to a special school. The schools in the samenwerkingsverband agree on how to arrange this. Some samenwerkingsverbanden divide the money for passend onderwijs among the schools. In this way, the schools themselves provide extra help for the students. In other cases, the samenwerkingsverband arranges the additional support itself. It is good to know what the agreements are in your samenwerkingsverband. These agreements are included in an [ondersteuningsplan](#) (support plan). You can request this from the samenwerkingsverband or find it on the website. Read more about this under [What is an ondersteuningsplan \(support plan\)?](#).

## What is an ontwikkelingsperspectief (developmental perspective)?

If your child needs more than [basisondersteuning](#) (basic support), the school will make a plan. This plan states how the school will help your child to feel comfortable and to learn as well as possible. The school sets goals to work towards. This plan is called an [ontwikkelingsperspectief](#) (developmental perspective).

Usually the [zorg- or ondersteuningscoördinator](#) (care or support coordinator) does this. The school will talk to you about the goals that will be put in the ontwikkelingsperspectief. And about how the school will help your child achieve these goals. The ontwikkelingsperspectief consists of at least two parts, the uitstroomprofiel (graduate profile) and the [handelingsdeel](#) (action part). The uitstroomprofiel mentions the level of education the school is working towards with your child. At what level will your child perform at the end of secondary school? And what kind of education can your child receive after secondary school?

The other part of the developmental perspective is the handelingsdeel. This concerns the [extra ondersteuning](#) (additional support) your child receives to achieve the goals. The school will discuss this with you. This is also known as an ‘Op Overeenstemming Gericht Overleg’ or ‘OOGO’ (agreement-oriented consultation). You and the school must agree on the handelingsdeel of the ontwikkelingsperspectief. This is called [instemmingsrecht](#) (right of consent). The school will usually ask you to sign it to show that you agree. The school should discuss the ontwikkelingsperspectief with you at least once a year. Involve your child in this as much as possible. Youth also have the right to participate in the discussion and to express their opinion. If your child is 16 years or older, different rules apply about sharing information. Read more about this in the question [Do I need my child's permission to access their information on file from school?](#).

# 1. What is passend onderwijs (tailored education)?

## What is zorgplicht (duty of care)?

Each child should receive an education that suits them, and receive [extra ondersteuning](#) (additional support) when needed. The [schoolbestuur](#) (school board) is responsible for this. That's called [zorgplicht](#) (duty of care). For this, the school must first thoroughly investigate what kind of help your child needs and whether the school can provide that extra ondersteuning itself. Sometimes the school needs help from the [samenwerkingsverband](#) (school partnership), or from other experts. Maybe another school would be better suited? If so, then the school has to help find it. The schoolbestuur of the school where your child is enrolled has zorgplicht. Even if the extra ondersteuning is organized by the samenwerkingsverband.

## When does a school have zorgplicht (duty of care)?

The school's [zorgplicht](#) (duty of care) begins the moment you sign up your child in writing. The zorgplicht continues until there is another school where you sign up your child. Even if the new school where you sign up your child thinks that another school is a better fit. Only parents can sign up a child. Read more about this under [How do I sign up my child at a school?](#)

Sometimes the school does not have zorgplicht:

- When the school is full. This must then apply to all registrations. Not only for students who need [extra ondersteuning](#) (additional support).

- If you as a parent do not agree with how the school thinks about education and upbringing. This is what you call 'not consenting to the basics' (niet onderschrijven van de grondslag).
- When signing up at a cluster 1 or cluster 2 school. These schools are not part of a [samenwerkingsverband](#) (school partnership). They have their own admission procedure.

## What is a schoolbestuur (school board)?

All schools have a schoolbestuur (school board). The schoolbestuur is ultimately responsible for decisions related to the school and the education that is given. The schoolbestuur makes important decisions about the school. They usually do this for more than one school. Sometimes the schoolbestuur leaves certain responsibilities to the school management, but the schoolbestuur remains ultimately responsible. Schoolbesturen ensure that the money is distributed, schools have enough people who work there and the school provides good education. Schoolbesturen have [zorgplicht](#) (duty of care). It is the task of the schoolbestuur to ensure that the school arranges that every child receives an education that is suitable for them. Another task is that they ensure that every child gets [extra ondersteuning](#) (additional support) if needed. They sometimes do this with the help of the [samenwerkingsverband](#) (school partnership). The [schoolgids](#) (school guide) states which school board your school belongs to. Read more about this under [What is zorgplicht \(duty of care\)?](#) and [What is a samenwerkingsverband \(school partnership\)?](#)



## 2. How does the transition from primary to secondary school go?

### Follow-up questions on this topic

- › When will my child start secondary school?
- › How do I find a school that suits my child?
- › How do I sign up my child at a school?
- › Can I sign up my child at multiple schools?
- › Can I register my child at a school for voortgezet speciaal onderwijs (vso: secondary special education)?
- › What rules exist for signing up my child in our region?
- › What happens if I sign up my child at a school?
- › When does the school enroll my child?
- › What if I already know that my child needs extra ondersteuning (additional support)?
- › What if the school refuses my child?

### When will my child start secondary school?

Usually children go to secondary school after group 8, after eight years of primary education. Sometimes a child repeats a class. Your child may remain registered in primary school until the school year in which your child turns 14.

### How do I find a school that suits my child?

You can go to open days. This is possible from the moment your child is in group 7. The [samenwerkingsverband](#) (school partnership) can also provide information. Your child's primary school also helps with suggesting which school is right for your child. To find out which school suits your child, look at the schooladvies (school advice). Also look at what your child needs and what your child finds important. What does your child want? What does your child think they are good at? Does your child have a particular preference? What does your child need help with? Sometimes you already know that when you register. But sometimes it's not clear what your child needs until later.

Especially if your child needs [extra ondersteuning](#) (additional support), it is good to look for a suitable school in time. It is important to take a good look at what a school can do for your child.

## 2. How does the transition from primary to secondary school go?

The school should always be able to provide some support. That's called [basisondersteuning](#) (basic support). But also look carefully at what the school can do for your child if extra ondersteuning is needed. This is stated in the [schoolondersteuningsprofiel](#) (school support profile). You can find the schoolondersteuningsprofiel in the [schoolgids](#) (school guide) or on the school website. Can't find the schoolondersteuningsprofiel? Ask the school for it. Before signing up your child in a school, look around at different schools. Ask for an introductory meeting with the director or [zorg- or ondersteunings-coördinator](#) (care or support coordinator). Ask for a tour of the school and what kind of help the school often provides. How do they feel about doing something extra for a student? You can also ask other parents if they are satisfied with the school. How do you find the atmosphere at school? Does it feel good and does it suit you and your child?

Read more about this in the questions [How do I sign up my child at a school?](#), [What is basisondersteuning \(basic support\)?](#), [What is extra ondersteuning \(additional support\)?](#) and [Who at school is involved in extra ondersteuning \(additional support\) and passend onderwijs \(tailored education\)?](#).

### How do I sign up my child at a school?

You can register your child at a school yourself. The primary school will inform you about the application procedure in your neighborhood. The primary school can also help with the application procedure. But only parents can sign up a child at a school. If your child is already at a secondary school and transfers to another secondary school, the primary school is no longer involved.

Schools often use an application form, but this is not mandatory. An application by letter or e-mail is also valid. It can be useful to ask for confirmation of your application, by e-mail for example. This way you have proof that the application has been made. The application form often asks for a lot of information. Schools ask for this information to ensure that your child ends up in a good place and receives the support that is needed.

In addition, an application form often asks for permission to share information. Or to request information from, for example, the previous school. You don't have to give permission for everything, there are specific rules for that. For example, you must be told in advance what information is involved. You should also be told what that information is needed for and where the information is stored. The school has to tell you who can access and read the information. Read more about this under [What information do I have to share with the school? What information does school have to share with me?](#).





## 2. How does the transition from primary to secondary school go?

### Can I sign up my child at multiple schools?

Yes, this is possible. However, you have to inform the schools when you sign up. You must also indicate which school has your preference. That school will have *zorgplicht* (duty of care). Read more about this under [What is zorgplicht \(duty of care\)?](#).

### Can I register my child at a school for voortgezet speciaal onderwijs (vso: secondary special education)?

Sometimes it is very clear that your child needs *extra ondersteuning* (additional support) that a regular school in your area cannot provide. Then you can register your child directly at a school for *voortgezet speciaal onderwijs* (vso: secondary special education). This is done in the same way as in regular education. See the question ‘How do I sign up my child at a school?’ If your child already attends a regular secondary school, you can also register your child at a secondary special education school. Then first talk to the school your child is currently attending to see if they can offer (more or other) additional help and support. If there has been *basisondersteuning* (basic support) and extra ondersteuning is required, the school must draw up an *ontwikkelingsperspectief* (developmental perspective). This is also necessary if the school thinks that your child would be better off going to special education. You can read more about this in the question [What is an ontwikkelingsperspectief \(developmental perspective\)?](#).

The school has *zorgplicht* (duty of care) from the moment of signing up and takes care of the application for a *toelaatbaarheidsverklaring* (declaration of admissibility). You will find an explanation about a *toelaatbaarheidsverklaring* under the question [What is a toelaatbaarheidsverklaring \(TLV: declaration of admissibility\)?](#) After registration, the school will investigate whether it can offer your child the support and whether it will admit your child. Read more under the questions [What is zorgplicht \(duty of care\)?](#) and [What is voortgezet speciaal onderwijs \(vso: secondary special education\)?](#).

### What rules exist for signing up my child in our region?

Registration normally goes as explained in the question [How do I sign up my child at a school?](#) Sometimes there is a central registration process in a region. It is good to know that you can sign up your child directly at a school, according to the law. Even if there is a central registration process. If there are many registrations, sometimes there is a draw. All children should have an equal chance of being entered. Even if a child needs *extra ondersteuning* (additional support). The school may only check whether a child needs extra ondersteuning after the draw has been drawn up. In some regions, they ask that children with extra ondersteuning register earlier. Then, your child is already accepted before the draw. This varies per region. Ask the school, the *samenwerkingsverband* (school partnership) or the *ouder- en jeugdsteunpunt* (parent and youth support centre) for information about this.

## 2. How does the transition from primary to secondary school go?

### What happens if I sign up my child at a school?

After signing up, the school will see if it can register your child. The primary school must provide information about your child to the secondary school. The primary school will prepare an *onderwijskundig rapport* (educational report) about your child for this. Read more about this in the question [What is an onderwijskundig rapport \(OKR: educational report\)?](#).

Sometimes you already know that your child needs *extra ondersteuning* (additional support) when it starts school for the first time. It is good to tell the school about this when applying. The school then has six weeks to investigate the help your child needs and whether they can provide it. Usually the school does this by making an *ontwikkelperspectief* (developmental perspective). Read more about this under [What is an ontwikkelingsperspectief \(developmental perspective\)?](#). Sometimes the school needs more information or the school needs to do research to know what kind of help and how much help your child needs. Then the school may need four weeks of extra time.

The school will let you know what information or research they need and why. The school's *zorgplicht* (duty of care) begins with application. If the school cannot provide the help for your child itself, the school will help you find another school. As a parent, you don't have to do this by yourself. If another school has been

found for your child, you can sign up your child at that school. From that moment on, the new school has *zorgplicht* for your child. Only then will the duty of care of the first school end. You can read more about *zorgplicht* under [What is zorgplicht \(duty of care\)?](#).

### When does the school enroll my child?

It is important to know that signing up or applying is different from enrollment. After signing up, the school will check whether they can enroll your child. The school will always let you know in a letter or e-mail whether or not your child will be enrolled at the school. A school's *zorgplicht* (duty of care) starts with application. This means that the school ensures that your child receives *passend onderwijs* (tailored education). Even if the school is not going to enroll your child. In this case, the school will look for another suitable place together with you. This can be another secondary school, a school for *voortgezet speciaal onderwijs* (secondary special education), or *praktijkonderwijs* (practical education). This is stated in the *ontwikkelperspectief* (developmental perspective). For placement at a school for *speciaal onderwijs*, a *toelaatbaarheidsverklaring* (declaration of admissibility) is first required. You can read more about this under [What is passend onderwijs \(tailored education\)?](#), [What is an ontwikkelingsperspectief \(developmental perspective\)?](#) and [What is a toelaatbaarheidsverklaring \(TLV: declaration of admissibility\)?](#).



## 2. How does the transition from primary to secondary school go?

### What if I already know that my child needs extra ondersteuning (additional support)?

Sometimes you know before your child starts secondary school that he or she needs [extra ondersteuning](#) (additional support). It is better to inform the school of this when you sign up. It is especially important if your child needs extra ondersteuning, to look for a suitable school on time. The school will need information about your child. They need this because they want to know what kind of support your child needs and how much support is needed. The school asks you as a parent to share information about your child with them. You don't have to give the entire report of an examination to the school. You might not want to, because some reports also contain information about others. You can choose to give part of the report to the school, or just a summary. The school may ask to contact the therapist of your child (if he or she has one). You can ask questions about this. What information does the school need, and why? Who will be able to read all this information? And can you provide that information yourself? The school always has to ask you for permission first. The school is not allowed to consult with others outside the school about your child without your permission. The school must also request permission to read a report of any examination. If your child is older than 16, they will also be asked for permission. The school should also ask permission to read a report of an examination or investigation. However, the school should receive enough information from you to be able to research what your child needs.

With all this information, the school will have to investigate within six weeks whether they can provide the help your child needs. Sometimes there is an exception, for example when signing up for a new school year. The school will discuss this with you as a parent. Sometimes the school will let you know that more time is needed for the investigation. In that case, the school may use another four weeks of extra time. If it is clear what your child needs in terms of education and extra ondersteuning, the school will determine if your child can get this from them. And whether the school can enroll your child. The school makes a report of the research into what your child needs and what the school can do for him or her. You can ask for a copy of this report.

A new school has [zorgplicht](#) (duty of care) from the moment of application. This remains the case, even if the school cannot enroll your child. If your child is going to change schools, and is therefore already registered at a school, the old school has zorgplicht until your child is enrolled at the new school. You can read more about zorgplicht, application and enrollment under [What is zorgplicht \(duty of care\)?](#), [How do I sign up my child at a school?](#), [When does the school enroll my child?](#) and [What is extra ondersteuning \(additional support\)?](#).

## 2. How does the transition from primary to secondary school go?

### What if the school refuses my child?

The school may refuse your child for various reasons. For example, if the school is full, there are agreements about the distribution of children among schools or if you do not support the religion or philosophy of the school. The school cannot refuse to enroll your child because your child needs *extra ondersteuning* (additional support). If the school cannot provide what your child needs, the school should help find another suitable school. Read more about this under the question [What is zorgplicht \(duty of care\)?](#). If the school refuses your child, you will receive a letter stating why your child has been rejected. You may object if the school refuses your child and you do not agree. Do this by letter or e-mail, within 6 weeks after the school has informed you in a letter or e-mail that there is no place for your child. The school must then respond to your objection within 4 weeks.

### 3. What kind of support can I expect from school?

#### Follow-up questions on this topic

- › What kind of support does school provide?
- › How does the school know what kind of support/care my child needs?
- › What is a schoolondersteuningsprofiel (school support profile)?
- › What is an ondersteuningsplan (support plan)?
- › Is a diagnosis necessary for extra ondersteuning (additional support)?
- › What is basisondersteuning (basic support)?
- › My child needs basisondersteuning (basic support). How does that work?
- › What is extra ondersteuning (additional support)?
- › What is leerwegondersteunend onderwijs (LWOO: learning path supported education)?
- › What is a tussenvoorziening (intermediate provision)?
- › What is praktijkonderwijs (practical education)?
- › My child needs extra ondersteuning (additional support). How does that work?
- › How do I talk to the school about extra ondersteuning (additional support)?
- › Who at school is involved in extra ondersteuning (additional support) and passend onderwijs (tailored education)?
- › What if it is not possible to organize the support for my child?
- › What does handelingsverlegen (inability to act) mean?
- › What if my child is temporarily unable to go to school (every day)?

#### What kind of support does school provide?

Children can have very different needs. They can need help with planning and organizing schoolwork, or extra practice of the material. They can need help with gym class or an adapted chair. Aid is divided into [basisondersteuning](#) (basic support) and [extra ondersteuning](#) (additional support). Read more about this under [What is basisondersteuning \(basic support\)?](#) and [What is extra ondersteuning \(additional support\)?](#).

#### How does the school know what kind of support/care my child needs?

The school will investigate what your child needs in terms of [extra ondersteuning](#) (additional support). The school will do this in consultation with you as a parent. There are often special names for such conversations. Such as multidisciplinair overleg (MDO: multidisciplinary consultation) or ondersteuningsteam (OT: support team). After this research and the meetings, the school will draw up an [ontwikkelingsperspectief](#) (developmental perspective) for your child. More information can be found under [What is an ontwikkelingsperspectief \(developmental perspective\)?](#).

If your child is already enrolled at a school, the school uses information from the teacher or the mentor about how things are going in the classroom. But the school may also ask for information from your child's caregivers or therapists. The school may ask for information from a previous school.

The school always has to ask you for permission first. The school



### 3. What kind of support can I expect from school?

is not allowed to consult with others outside the school about your child without your permission. The school must also request permission to read a report of an examination or a test outside of school. The school will also ask your child's permission if they are older than 16 years. The school is not allowed to discuss your child with others outside the school without your permission (and from the age of 16 not without your child's permission). The school must also request permission to read a report of an investigation. You can read more about this under [What information do I have to share with the school? What information does school have to share with me?](#)

Sometimes it turns out that a school for [voortgezet speciaal onderwijs](#) (secondary special education) or [praktijkonderwijs](#) (practical education) would be best for your child. This requires a [toelaatbaarheidsverklaring](#) (declaration of admissibility). More information can be found under [Can I register my child at a school for voortgezet speciaal onderwijs \(vso: secondary special education\)?](#), [What is a toelaatbaarheidsverklaring \(TLV: declaration of admissibility\)?](#), [What is an ontwikkelingsperspectief \(developmental perspective\)?](#) and [What is extra ondersteuning \(additional support\)?](#).

#### What is a schoolondersteuningsprofiel (school support profile)?

The [schoolondersteuningsprofiel](#) (SOP: school support profile) is a document that states what support the school can provide. Support is divided into [basisondersteuning](#) (basic support) and [extra ondersteuning](#) (additional support). The schoolondersteuningsprofiel states which basisondersteuning and which extra ondersteuning the school provides. The school must create a new schoolondersteuningsprofiel every four years. You can find the schoolondersteuningsprofiel in the [schoolgids](#) (school guide) or on the school website. Can't find the schoolondersteuningsprofiel? Or is it older than four years? Then ask the school for it. Read more about basisondersteuning and extra ondersteuning under [What is basisondersteuning \(basic support\)?](#) and [What is extra ondersteuning \(additional support\)?](#).

#### What is an ondersteuningsplan (support plan)?

In a [samenwerkingsverband](#) (school partnership), all schools in a region work together to ensure that there is [passend onderwijs](#) (tailored education) for every child in that region. The [ondersteuningsplan](#) (support plan) of the samenwerkingsverband contains the agreements that have been made in your region about [extra ondersteuning](#) (additional support). You can read more about extra ondersteuning under [What is extra ondersteuning \(additional support\)?](#).





## 3. What kind of support can I expect from school?

### Is a diagnosis necessary for extra ondersteuning (additional support)?

It is not necessary to have a diagnosis such as ADHD or autism before the school can provide [extra ondersteuning](#) (additional support). But a diagnosis can sometimes help the school understand what kind of help your child needs. Think carefully about whether you want to have your child examined and by whom. A diagnosis such as dyslexia is sometimes necessary in order to be allowed to use specific aids and, for example, to get extra time on tests or exams.

### What is basisondersteuning (basic support)?

A school must be able to help a student with problems that occur regularly, such as reading problems and math problems. That's what we call [basisondersteuning](#) (basic support). Some schools specialize in a certain type of help. The [schoolondersteuningsprofiel](#) (SOP: school support profile) states which basisondersteuning and which [extra ondersteuning](#) (additional support) the school will provide and how they provide it. Read more about the schoolondersteuningsprofiel and extra ondersteuning under [What is basisondersteuning \(basic support\)?](#), [What is extra ondersteuning \(additional support\)?](#) and [What is a schoolondersteuningsprofiel \(school support profile\)?](#).

### My child needs basisondersteuning (basic support).

#### How does that work?

If your child needs [basisondersteuning](#) (basic support), this will be written down in their [leerlingdossier](#) (student file). It states what basisondersteuning your child will receive. How often your child should receive this help and whether it is sufficient. It will also mention, for example, whether or not your child is making progress. And whether extra practice work is difficult for your child or if the support works well. As a parent you can always participate in the discussion about basisondersteuning. Your child should also be asked their opinion. It is also important that parents and the school cooperate well. Agree on how you will let each other know how things are going. Ask for more information if you have any questions. Also tell the school how your child is doing at home. For example, does your child proudly tell you about the [extra ondersteuning](#) (additional support) and how things are going at school? Or does your child indicate that it finds the extra ondersteuning difficult? Maybe you notice that your child is worrying and feeling a bit insecure. You can talk about this with your child and the school. Discuss with the school what the best help is for your child. Make appointments to meet again. And then talk about whether the basisondersteuning of the school helps your child. Maybe different help is needed. Another possibility is stopping the support at some point because it's no longer needed.

## 3. What kind of support can I expect from school?

### What is extra ondersteuning (additional support)?

Your child may need more help than the [basisondersteuning](#) (basic support) the school has to offer. Your child may then qualify for [extra ondersteuning](#) (additional support). The [ondersteuningsplan](#) (support plan) of the [samenwerkingsverband](#) (school partnership) contains the agreements about basisondersteuning and extra ondersteuning in your region. Each samenwerkingsverband arranges this differently. You can read more about this under [What is a samenwerkingsverband \(school partnership\)?](#), [What is an ondersteuningsplan \(support plan\)?](#), [What is basisondersteuning \(basic support\)?](#) and [What is extra ondersteuning \(additional support\)?](#).

### What is leerwegondersteunend onderwijs (LWOO: learning path supported education)?

Leerwegondersteunend onderwijs (LWOO: learning path supported education) is for pre-vocational secondary education students (vmbo) who need extra help to obtain their diploma. Schools decide what the support looks like exactly. This can be smaller classes, homework support, tutoring or training. It is not a separate school, but a 'package' of [extra ondersteuning](#) (additional support). In some [samenwerkingsverbanden](#) (school partnerships), leerwegondersteunend onderwijs is called something else. And it differs per samenwerkingsverband whether and how this should be applied for. For leerwegondersteunend onderwijs, an application is sometimes required from the samenwerkingsverband and sometimes they

also need a [toelaatbaarheidsverklaring](#) (declaration of admissibility). Read more about this in the questions [What is a samenwerkingsverband \(school partnership\)?](#) and [What is a toelaatbaarheidsverklaring \(TLV: declaration of admissibility\)?](#).

### What is a tussenvoorziening (intermediate provision)?

There is a tussenvoorziening (intermediate provision) between regulier (regular) and [voortgezet speciaal onderwijs](#) (secondary special education). They are small schools with a lot of extra attention and small groups. If a tussenvoorziening is a good place for your child, the school will state this in the basisschooladvies (primary school advice). Check carefully which level your child can follow on a tussenvoorziening. And when your child qualifies for this. There is a separate procedure for registering with a tussenvoorziening. Ask the school or the [samenwerkingsverband](#) (school partnership) about this. Sometimes a [toelaatbaarheidsverklaring](#) (declaration of admissibility) is required for a tussenvoorziening. Read more about this in the questions [What is a samenwerkingsverband \(school partnership\)?](#) and [What is a toelaatbaarheidsverklaring \(TLV: declaration of admissibility\)?](#).



## 3. What kind of support can I expect from school?

### What is praktijkonderwijs (practical education)?

[Praktijkonderwijs](#) (practical education) is given at a praktijkschool (practical school). This is a secondary school for students who mainly learn by doing and not so much by reading a lot about something. They mainly learn in and from practice. In praktijkonderwijs, children and youth receive a lot of guidance in small classes. With training at a praktijkschool, your child can later do practical work such as cooking, personal care, care and welfare, etc. Or continue learning at mbo: middelbaar beroepsonderwijs (secondary vocational education). Training at a praktijkschool takes about five years. Your child can then receive a praktijkonderwijs diploma/certificate.

### My child needs extra ondersteuning (additional support).

#### How does that work?

If your child needs [extra ondersteuning](#) (additional support), the school should make a plan with goals to achieve. This plan is called the [ontwikkelingsperspectief](#) (developmental perspective). Read more about this under [What is an ontwikkelingsperspectief \(developmental perspective\)?](#).

It is important that parents, the youth in question and the school cooperate well. Ask for more information if you have any questions. And also tell the school what your thoughts are about how your child is doing. Sometimes words are used in meetings that are new to you. Feel free to ask for an explanation if you don't know what a

word means. This way you can discuss what the best help is for your child. Make an appointment for your next meeting. A meeting in which, for example, you can discuss whether the extra ondersteuning is helping your child. And whether or not different help is needed. Maybe the extra ondersteuning can be stopped. Read more about ondersteuning under [What is basisondersteuning \(basic support\)?](#) and [What is extra ondersteuning \(additional support\)?](#).

### How do I talk to the school about extra ondersteuning (additional support)?

If the school thinks that your child needs [extra ondersteuning](#) (additional support), they discuss this with you as a parent. And with your child. These meetings are usually with people from the school such as the mentor or [zorg- or ondersteuningscoördinator](#) (care or support coordinator) or the teacher and with other experts. For example a psychologist, a pediatrician or speech therapist. The school does need your permission to invite others to an interview. And from the age of 16 (also the consent of your child. Often these meetings are referred to as MDO, which is the abbreviation for a multidisciplinair overleg (multidisciplinary meeting). As a parent you can always visit an MDO, until your child turns 16. From the moment they turn 16, you have to ask their permission to attend an MDO.

### 3. What kind of support can I expect from school?

It is important that you participate in the discussion about the plan for extra ondersteuning for your child. You know your own child best and can tell the school how your child is doing at home. Together you can come to a solution that best suits your child. Sometimes the school also wants a care provider from the municipality to be present at an MDO. Or a pediatrician or [leerplichtambtenaar](#) (education welfare officer). The school has to ask for permission from you as a parent. Whether these people are (necessary) at the consultation depends on the help that is needed for your child. You can ask why it is necessary for these people to be at the meeting. Perhaps it is good if your child is also present at (part of) the consultation. You can also bring someone with you to the meeting. Tell the school in advance. Do you think your child can talk about this? And do you think it is important that your child also participates? Or does your child want that himself? Then it is good to know that children and young people also have the right to participate in the discussion and to express their opinion.

Sometimes extra research by someone outside the school is needed to see what extra ondersteuning your child needs. This can be, for example, an examination by a psychologist or speech therapist. This too is often discussed in a multidisciplinair overleg. For additional research, parents must always give permission first. From the moment your child turns 12, they are also asked about their opinion. You can also ask questions about this extra research first. Why the school

thinks the research is necessary, for example. Who will conduct the research, where and when? Even if someone from the school or the [samenwerkingsverband](#) (school partnership) does the research, you as a parent should be the first to read the report. If your child is older than 16, you need their permission to read the report. You decide whether the school can read it too. Read more about this under [What information do I have to share with the school? What information does the school have to share with me?](#), [What is a samenwerkingsverband \(school partnership\)?](#) and [What is extra ondersteuning \(additional support\)?](#).

The school keeps a record of the status of the extra ondersteuning in your child's student file. At least once a year, the school discusses the [ontwikkelingsperspectief](#) (developmental perspective) that the school has made for your child with you. It is also discussed whether the school still thinks the same about how your child will develop at school. And whether the help your child receives is still needed in the same way. The ontwikkelingsperspectief can be adjusted after such a meeting with you. Read more about this under [What is an ontwikkelingsperspectief \(developmental perspective\)?](#).



### 3. What kind of support can I expect from school?

#### Who at school is involved in extra ondersteuning (additional support) and passend onderwijs (tailored education)?

Everyone. The teachers are especially important. Not only because the teachers provide help to students, but also because the teachers are the most likely to see whether a child needs help. And if necessary, the teachers call in the [zorg- or ondersteuningscoördinator](#) (care or support coordinator). The zorg- or ondersteuningscoördinator at school ensures that children receive the help they need. The zorg- or ondersteuningscoördinator assists the teachers and other support staff (such as a [remedial teacher](#)). And together with you as a parent, the school makes a plan that states what is needed. What help your child receives, and how often. And when and how it will be assessed whether the support helps your child. The zorg- or ondersteuningscoördinator arranges that the support is provided and sometimes consults with the teamleader or head of department of the school or with the [samenwerkingsverband](#) (school partnership). Read more about this under [What is a samenwerkingsverband \(school partnership\)?](#).

#### What if it is not possible to organize the support for my child?

Sometimes the school is unable to provide the [extra ondersteuning](#) (additional support) that your child needs. Sometimes the school calls itself [handelingsverlegen](#) (unable to act). Read more about this under [What does handelingsverlegen \(inability to act\) mean?](#). Often there are discussions about how to proceed, with the mentor or [zorg- or ondersteuningscoördinator](#) (care or support coordinator) for example. Sometimes the [samenwerkingsverband](#) (school partnership) can help with that. Your child may temporarily not be able to go to school (every day). It is good to know that your child still has the right to education. The school's [zorgplicht](#) (duty of care) means that the school must provide education until another school is found that better suits your child. The school may not deregister your child until there is another school where you have signed up your child. A school cannot say that they are handelingsverlegen if a plan has not yet been made for your child: an [ontwikkelingsperspectief](#) (developmental perspective). As a parent you can always ask for this. Read more about this under [What is an ontwikkelingsperspectief \(developmental perspective\)?](#), [What does handelingsverlegen \(inability to act\) mean?](#) and [What is zorgplicht \(duty of care\)?](#).

Perhaps there is another school that suits your child better. A school that can give the support that your child needs. This can be another secondary school, but also a school for [voortgezet speciaal onderwijs](#) (secondary special education) or [praktijkonderwijs](#) (practical education).





### 3. What kind of support can I expect from school?

The fact that your child can be helped better at another school should become clear from the ontwikkelingsperspectief. The school and parents must agree on this. Children and youth also have the right to weigh in on this and give their opinion. For placement at a school for voortgezet speciaal onderwijs or praktijkonderwijs, a [toelaatbaarheidsverklaring](#) (declaration of admissibility) must be requested from the samenwerkingsverband. Read more about this under [What is a toelaatbaarheidsverklaring \(TLV: declaration of admissibility\)?](#), [What is voortgezet speciaal onderwijs \(vso: secondary special education\)?](#), [What is praktijkonderwijs \(practical education\)?](#) and [What is a samenwerkingsverband \(school partnership\)?](#).

#### **What does handelingsverlegen (inability to act) mean?**

Sometimes the school does not succeed in offering your child enough appropriate and necessary support. Not even if an [ontwikkelingsperspectief](#) (developmental perspective) has been made, your child has received [extra ondersteuning](#) (additional support), and there has been at least one meeting about whether the extra help is working well (evaluation). As a result, your child cannot develop well enough. This is what the school calls being handelingsverlegen (inable to act). Read more under [What is an ontwikkelingsperspectief \(developmental perspective\)?](#).

#### **What if my child is temporarily unable to go to school (every day)?**

Sometimes a school is unable to organize [passend onderwijs](#) (tailored education) for your child. Then the school cannot give your child the [extra ondersteuning](#) (additional support) it needs. Then the school is [handelingsverlegen](#) ('inable to act'). Read more about this under [What does handelingsverlegen \(inability to act\) mean?](#). Sometimes the school says that your child is no longer welcome. Or you decide that your child is (temporarily) unable to go to school. It is good to know that the school still has [zorgplicht](#) (duty of care). Read more about zorgplicht under [What is zorgplicht \(duty of care\)?](#). Your child must be able to continue to develop. You can then look for other options, together with the school. Sometimes it is no longer possible to talk to the school about this. Look at the question [What if I can't come to an agreement with school?](#) to see what you can do.





## 4. How do I cooperate with the school?

It is important that you as a parent cooperate with the school. You know your child well and you see how your child is doing at home. You also know best what your child needs. The school monitors how your child is doing at school. Discuss with the school what the school can do and what you can do. Check the information in the [schoolgids](#) (school guide) and the [schoolondersteuningsprofiel](#) (school support profile) and what help the school can provide. And what you might be able to do to help the school. Make sure all agreements are put on paper. And make an appointment for your next meeting to evaluate how things are going. Read more under [What is a schoolondersteuningsprofiel \(school support profile\)?](#).

### How do I talk to school about concerns about my child?

If you are concerned and think your child needs [extra ondersteuning](#) (additional support), discuss this with your child's mentor, and/or with the [zorg- or ondersteuningscoördinator](#) (care or support coordinator). You can make an appointment for this. When making an appointment, tell the school briefly what you want to talk about. You can discuss your concerns during the interview. You will also receive information about how the mentor and zorg- or ondersteuningscoördinator sees that your child is doing. Children and youth usually know what they need. Talk to them about this. And let your child attend these meetings if they want. Children have the right to weigh in and share their opinion. Youth from 16 years and older need to be asked for permission to share the information from their leerlingdossier (school file) with parents or others.

### How do I prepare for an appointment with school?

Does the school invite you for an appointment? Ask the school what the exact purpose is of this meeting. What topics do they want to discuss? And who will be joining the meeting? Before the appointment, think carefully about what you want to discuss. What are your concerns (with specific examples) and what is going well? It is helpful to write this down for yourself. You can use the notes during the meeting. Also read [What information do I have to share with the school? What information does school have to share with me?](#).

You can always bring someone you trust to a meeting. This can be the other parent, but it can also be someone else who knows your child well. Or a youth counsellor for your child. During the meeting, always make agreements about what will happen after the meeting. Who's going to do what? When is the next meeting? And how do you, as a parent and school, cooperate well? Ask the school to e-mail or send a report of the conversation. This should also include the agreements you have made with the school. You can always make notes yourself and make a report containing the agreements that have been made. Please share this report with the school.

## 5. What information do I have to share with the school? What information does school have to share with me?

If your child needs *extra ondersteuning* (additional support), the school needs information to find out what that support should be. The school may ask for reports of examinations or ask for permission to contact the previous school for more information about your child than is written in the *onderwijskundig rapport* (educational report). The school can also ask if they can consult with a youth counsellor of your child. This is only allowed if you give permission. Your child also needs to give their permission when they are 16 or older. You can first ask the school questions. You can ask why they need the information, for example. And who at school can access the information and read it. Do you have concerns giving the entire report of an examination of your child to the school? Because it also contains information about other people, for example? Then you can also give part of the report to the school. You can choose to give only the summary and the advice, for example.

### Follow-up questions on this topic

- › Can school talk to my child without my presence?
- › What are good practices when my child transfers to another school (warme overdacht)?
- › Do I have to give my child's examination reports to the school?
- › With whom can school discuss information concerning my child?
- › Can I ask school for information they have on file about my child?
- › Do I need my child's permission to access their information on file from school?
- › I disagree with information in my child's file. What can I do?



## 5. What information do I have to share with the school? What information does school have to share with me?

### Can school talk to my child without my presence?

If your child is able to handle this on his own and also finds it pleasant, the school can have a conversation with your child about how things are going. Only when decisions have to be made, or agreements are made, this cannot be done without you as a parent, until your child is of age (16). If your child indicates that they prefer not to talk to the school alone, you can tell this to the school and make agreements about this. Before your child is 16 years old, it is not allowed to talk about medical data without your permission and presence. It is important to make good and clear agreements about this with the school so that no misunderstandings arise. If your child is 16 years or older, your child must be asked for permission to share data.

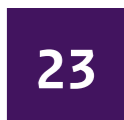
### What are good practices when my child transfers to another school (warme overdracht)?

Sometimes the school asks for more information about your child than is mentioned in the [onderwijskundig rapport](#) (educational report) from the previous school your child attended. Read more under [What is an onderwijskundig rapport \(OKR: educational report\)?](#). This happens so they can create a full picture with all information that is already known about your child. And they may ask permission for a conversation with the teacher/mentor/[zorg- or ondersteuningscoördinator](#) (care and support coordinator) who already knows your child.

This is called a ‘warme overdracht’. This happens regularly, but it is not mandatory. The school may only request or share information about your child with your permission. From the moment your child is 16 years or older, they also need their permission. You therefore need to know exactly what information is involved. Don’t just say yes or no. You should also bear in mind that the school cannot provide [passend onderwijs](#) (tailored education) without information. Cooperating with the school is important.

### Do I have to give my child’s examination reports to the school?

Sometimes the school needs information about your child. Information contained in a report of an examination or treatment. The school may only read these reports with your permission. From 16 years old, the permission of your child is needed. Don’t just say yes or no. Think carefully about what information is needed to share with the school. You can ask the school questions first. Why they need the information, for example. And who will have access to read it? Do you have concerns giving the entire report of an examination of your child to the school? A report might contain information concerning other people. Then you can also give part of the report to the school. For example, only the summary and the advice. When your child is 16 years old or older, the school needs to ask them for permission.



## 5. What information do I have to share with the school? What information does school have to share with me?

Keep in mind that the school cannot provide [passend onderwijs](#) (tailored education) without information. Cooperating with the school is important. For taking any kind of examination, like for example an IQ test, you need your child's permission starting when they turn 12 years old.

### **With whom can school discuss information concerning my child?**

The school management and teachers, and you as a parent of course, are allowed to view and discuss information about your child. From 16 years old, the permission of your child is needed. The onderwijsinspectie (inspectorate of education) may also always request information about children. So that the onderwijsinspectie can investigate whether a school is doing its job properly. If the school wants information from a caregiver or youth counsellor of your child inside or outside the school, your permission is always required. Information about your child from a dyslexia therapist, for example. From 16 years old, they have to ask your child's permission. Even if the school itself asks for an examination and pays for the examination, the school must ask you (or your child) for permission for the examination. As a parent, you are always the first to read the report after the examination is done. And you can decide whether the report can also be sent to the school. If your child is 16 years or older, their permission is needed. Permission is

also needed for the examiner to be allowed to discuss the report with the school. If your child goes to another school, the school will prepare an [onderwijskundig rapport](#) (educational report). Read more about this under [What is an onderwijskundig rapport \(OKR: educational report\)?](#). The school shares this educational report with you. So you know what information is sent to the new school. In the case that you do not agree with information that is in the onderwijskundig rapport, you can ask the school to add your opinion to the report. From 16 years old, the permission of your child is needed to read the onderwijskundig rapport.

### **Can I ask school for information they have on file about my child?**

The school keeps track of information about your child. Especially if your child receives [extra ondersteuning](#) (additional support). As a parent, you may request information from the [leerlingvolgsysteem](#) (student monitoring system), the [leerlingdossier](#) (student file) and the [ontwikkelingsperspectief](#) (developmental perspective). You can ask for this at the school. By law you have the right to a copy of all information kept about your child. From 16 years old, the permission of your child is needed.



## 5. What information do I have to share with the school? What information does school have to share with me?

### **Do I need my child's permission to access their information on file from school?**

If your child is 16 or older, your child's permission is required to obtain information from the student file. The school must, however, let you as a parent know how your child is progressing until your child is of age (18 years old).

### **I disagree with information in my child's file. What can I do?**

As a parent, you may request the information that the school stores about your child. If there is something in it that you think is incorrect, you can ask the school to remove, add or correct the information. Your child may ask this as well, if they are older than 16 years old. That is stated in the privacy law.

## 6. What if my child needs jeugdhulp (youth care) at school?

Sometimes part of your child's [extra ondersteuning](#) (additional support) consists of [jeugdhulp](#) (youth care). Schools and municipalities can work together by providing arrangements and customization. [Samenwerkingsverbanden](#) (school partnerships) make agreements about this once every four years with all municipalities in their region. As a parent, you can also request jeugdhulp from your municipality. If your child needs jeugdhulp to receive [passend onderwijs](#) (tailored education), information about this can be found in the school's [ontwikkelingsperspectief](#) (developmental perspective). It states what kind of care or help your child needs and how this should be arranged. Children and youth have the right to weigh in with their opinion. Read more about this under [What is an ontwikkelingsperspectief \(developmental perspective\)?](#).





## 7. What if my child may need another school?

Sometimes, after examining the help your child needs, the school may find that another school is more suitable for your child. This can occur during signing up, but can also happen if your child is already enrolled at school. The school may say that it cannot provide the [extra ondersteuning](#) (additional support) that your child needs. The school may think a smaller, quieter class is a better place for your child. What exact support your child needs, should be stated in an [ontwikkelingsperspectief](#) (developmental perspective). The school will always consult you about this. Read more about this under [What is an ontwikkelingsperspectief \(developmental perspective\)?](#) and [What is extra ondersteuning \(additional support\)?](#).

The [handelingsdeel](#) (action part) of the ontwikkelingsperspectief should state that your child is better off going to another school and why. You as a parent must also agree with the handelingsdeel of the ontwikkelingsperspectief. That is called [instemmingsrecht](#) (right of consent). The school will work with you to find the best place for your child. Your child will remain enrolled at the school until there is another school where you have signed up your child. Your child must be able to attend the first school until it is registered at another school. The first school has [zorgplicht](#) (duty of care) until you sign up your child at another school. Read more about this under [What is zorgplicht \(duty of care\)?](#).

[Voortgezet speciaal onderwijs](#) (vso: secondary special education) or [praktijkonderwijs](#) (practical education) may be the best place for your child. Or a secondary school that can give different extra ondersteuning. Read more under the questions [What is voortgezet speciaal onderwijs \(vso: secondary special education\)?](#) and [What is praktijkonderwijs \(practical education\)?](#).

If your child is better off at voortgezet speciaal onderwijs or praktijkonderwijs, the school must request a [toelaatbaarheidsverklaring](#) (declaration of admissibility) from the [samenwerkingsverband](#) (school partnership). The samenwerkingsverband decides whether your child is 'admissible' to special education. The new school will ultimately decide whether your child will be admitted. Read more about this under [What is a toelaatbaarheidsverklaring \(TLV: declaration of admissibility\)?](#).

## 7. What if my child may need another school?

### Follow-up questions on this topic

- › What is an onderwijskundig rapport (OKR: educational report)?
- › What is voortgezet speciaal onderwijs (vso: secondary special education)?
- › How do the exams work in voortgezet speciaal onderwijs (vso: secondary special education)?
- › What is a toelaatbaarheidsverklaring (TLV: declaration of admissibility)?
- › What if I do not agree with placement in voortgezet speciaal onderwijs (vso: secondary special education)?
- › Can my child go back to a regular school, and how does that work?
- › What if my child goes to a (specialized) school that is far away?

### What is an onderwijskundig rapport (OKR: educational report)?

The previous school your child attended must provide information about your child to its new school. That new school can be a different mainstream school, or specialized education, like [voortgezet speciaal onderwijs](#) (vso: secondary special education) or [praktijkonderwijs](#) (practical education). The school provides this information by producing an [onderwijskundig rapport](#) (educational report). The onderwijskundig rapport contains five parts with information. These parts are:

- Administrative data, such as name and date of birth
- Learning outcomes and school advice
- Social and emotional development and behaviour
- Guidance information
- Whether your child has been absent regularly

The school prepares the onderwijskundig rapport. But you can ask the school to add your comments. From the moment your child turns 16 years old, they can also add their comments. Read more about this under [With whom can school discuss information concerning my child?](#).



## 7. What if my child may need another school?

### What is voortgezet speciaal onderwijs (vso: secondary special education)?

[Voortgezet speciaal onderwijs](#) (vso: secondary special education) is intended for children and youth who need more [extra ondersteuning](#) (additional support) than a regular school can provide. The classes are usually smaller, and there is often less change of classrooms, so there are less chances at overstimulation. And there is more extra ondersteuning. The learning objectives may be different than in a regular school. Sometimes there are no or fewer subject teachers in voortgezet speciaal onderwijs. One teacher teaches several or all subjects. This is because voortgezet speciaal onderwijs falls under a different law than regulier onderwijs (regular education). Some of the schools for voortgezet speciaal onderwijs do not take final exams themselves, as in regulier onderwijs. Youth in voortgezet speciaal onderwijs therefore sometimes have to take their exams in a different way. It is a good idea to ask the school about this. Read more under the question [How do the exams work in voortgezet speciaal onderwijs \(vso: secondary special education\)?](#) A [toelaatbaarheidsverklaring](#) (declaration of admissibility) is required for placement in voortgezet speciaal onderwijs. Read more about this in the questions [What is a toelaatbaarheidsverklaring \(TLV: declaration of admissibility\)?](#) and [What if I do not agree with placement in voortgezet speciaal onderwijs \(vso: secondary special education\)?](#).

### How do the exams work in voortgezet speciaal onderwijs (vso: secondary special education)?

If your child's school for [voortgezet speciaal onderwijs](#) (secondary special education) complies with the rules regarding educational content, school exam and central exam, your child can take the final exam there in the same way as in regulier onderwijs (regular education). Read more about this under the question [What is voortgezet speciaal onderwijs \(vso: secondary special education\)?](#). If the school does not meet these conditions, your child will take the staatsexamen (state exam). This is an exam that is not taken by the own teachers, but by an examiner. The exam often also consists of an oral exam. Not all youth who take state exams do all subjects in the same year. If your child cannot take the final exam for all subjects at once, your child can spread out the exams. Your child can obtain a certificate for each subject. If your child has a certificate for all subjects that are required, your child will receive a diploma. It is also possible that young people in voortgezet speciaal onderwijs participate in the regular final exams at another, regular school.

### What is a toelaatbaarheidsverklaring (TLV: declaration of admissibility)?

If your child goes to [voortgezet speciaal onderwijs](#) (secondary special education), the school where you signed up your child will request a [toelaatbaarheidsverklaring](#) (declaration of admissibility) from the [samenwerkingsverband](#) (school partnership).



## 7. What if my child may need another school?

Sometimes, a toelaatbaarheidsverklaring is also needed for [leerweg-ondersteunend onderwijs](#) (LWOO: learning path supported education). Read more about this under the questions [What is a samenwerkingsverband \(school partnership\)?](#), [What is voortgezet speciaal onderwijs \(vso: secondary special education\)?](#), [What is leerwegondersteunend onderwijs \(LWOO: learning path supported education\)?](#), and [What is praktijkonderwijs \(practical education\)?](#).

The samenwerkingsverband decides whether your child is admissible for special education. The samenwerkingsverband must request advice from two independent experts. Experts are, for example, a remedial teacher or a psychologist and a child/youth psychologist, a pedagogue, a child psychiatrist, social worker or a doctor. The toelaatbaarheidsverklaring also states what kind of support and how much support your child needs. The samenwerkingsverband receives extra money from the government to arrange [passend onderwijs](#) (tailored education) for your child. The [schoolbestuur](#) (school board) of the school for voortgezet speciaal onderwijs then decides whether the school will admit your child. Usually the schoolbestuur has a commissie van begeleiding (guidance committee) for this. The school carefully examines whether the help your child needs is in line with the education that the school provides. And whether the school your child is currently attending can do something extra. Sometimes a toelaatbaarheidsverklaring is needed for leerwegondersteunend onderwijs.

### What if I do not agree with placement in voortgezet speciaal onderwijs (vso: secondary special education)?

For placement in [voortgezet speciaal onderwijs](#) (secondary special education), the school must request a [toelaatbaarheidsverklaring](#) (declaration of admissibility) from the [samenwerkingsverband](#) (school partnership). If you do not agree with the decision on the toelaatbaarheidsverklaring, you can object to this via a bezwaarschrift-procedure (objection procedure). The samenwerkingsverband may have its own adviescommissie (objection advisory committee). Or be a member of the [Landelijke Bezwaaradviescommissie Toelaatbaarheidsverklaring](#) (National Objection Advisory Committee on admissibility statements). The adviescommissie issues a recommendation to the samenwerkingsverband. The samenwerkingsverband must then make a decision on the objection. There may be a waiting list for secondary special education. Until the moment that your child can attend the new school, the [zorgplicht](#) (duty of care) remains with the school your child currently is enrolled in and that school must continue to provide education. Unless your child is already registered at the new secondary special education school. Then that school has zorgplicht. This ensures that your child always has the right to education. More information can be found in the questions [What is zorgplicht \(duty of care\)?](#), [What is a toelaatbaarheidsverklaring \(TLV: declaration of admissibility\)?](#), [What is a samenwerkingsverband \(school partnership\)?](#) and [What is an ontwikkelingsperspectief \(developmental perspective\)?](#).



## 7. What if my child may need another school?

### Can my child go back to a regular school, and how does that work?

Yes, that's possible. If the school, you and your child feel that a regular school is the best fit. The school your child currently attends can help you find a school that can provide the help your child needs. Every school has its own [schoolondersteuningsprofiel](#) (school support profile) in which you can read what help a school can provide. Read more about this under [What is a schoolondersteuningsprofiel \(school support profile\)?](#) and [What is a samenwerkingsverband \(school partnership\)?](#).

### What if my child goes to a (specialized) school that is far away?

A specialized school is often a bit further away from your home. Therefore, children who go to [voortgezet speciaal onderwijs](#) (vso: secondary special education) can often use [leerlingenvervoer](#) (student transport). Your child will then be picked up at home and brought back by a driver with a van or taxi. You must request leerlingenvervoer at your municipality.



## 8. What if I disagree with the school about extra ondersteuning (additional support) or placement at another school?

There could be several reasons why you and the school disagree. You see your child at home, see how they feel, and listen to what they say about school. The teacher only sees your child at school. These situations may be different, because a child may act differently at home than at school. You and the school may also think differently about what you see in your child.

Try to discuss what you see and what the school sees. What do you think is going on? And what does the school think about all this? Try to find out what you and the school can agree on and where you see things differently. Listen to each other as best you can. Try to understand each other better. Realize that both of you, school and parents, want what is best for your child. Children and youth have the right to weigh in with their opinions as well.

### Follow-up questions on this topic

- › What if I can't come to an agreement with school?
- › With which organisations do I have to deal if I do not agree with the school, or if my child may have to go to another school?
- › What does the leerplichtambtenaar (education welfare officer) do?
- › What does the jeugdarts (pediatrician) do?

### What if I can't come to an agreement with school?

Discuss your points of view as calmly as possible. Also try to listen to the points of view of the school, the teachers and mentor. Children and youth have the right to weigh in with their opinions as well. Try to see if you can proceed together. Sometimes it helps not to talk about the difference of opinion, but to focus on how you can come to a solution together. It may help to ask an expert to join the conversation next time, or the mentor, [zorg- or ondersteuningscoördinator](#) (care or support coordinator) or teamleader. Perhaps it helps to continue the conversation another time, with someone you trust, who can support you and can think along with you. This can also be someone from the [ouder- en jeugdsteunpunt](#) (parent and youth support centre). Read more about this under [What is an ouder- en jeugdsteunpunt \(parent and youth support centre\)?](#).

Do you feel that you are misunderstood, during a meeting with school? Or that you are not being listened to? Try to stay calm. Ask to pause the conversation. Try to explain your feelings in a calm manner. Also ask how it feels for the other person. Sometimes this will help you understand each other better. Do you feel that you are becoming very angry or very sad during the conversation? Then you may not be able to continue talking. Ask for a break. Try to explain what makes you so angry or sad. Also ask what the school thinks about your concerns.





## 8. What if I disagree with the school about extra ondersteuning (additional support) or placement at another school?

Can't reach a solution together? Not even with the help of someone from the ouder- en jeugdsteunpunt? Then talk to the [schoolbestuur](#) (school board), and to the [samenwerkingsverband](#) (school partnership). If that doesn't help either, you can ask an onderwijsconsulent (education consultant) to think about what a suitable solution could be. Every school has a complaint procedure. The school guide usually states how to submit a complaint to the complaint committee, and who is on the committee. The complaint committee must respond to your complaint within four weeks with an advice to the school. The school is not obligated to follow the advice.

If you have a serious difference of opinion with the schoolbestuur and you cannot reach a solution together, you can sometimes turn to the [Geschillencommissie Passend Onderwijs](#) (GPO: disputes committee tailored education). If the school refuses your child (who needs additional support), for example. Or if your child has been removed from school, or if there is a serious disagreement about your child's [ontwikkelingsperspectief](#) (developmental perspective). The committee will investigate the report and make a decision. The schoolbestuur is not obligated to follow the advice of the disputes committee. Read more under [What is an ontwikkelingsperspectief \(developmental perspective\)?](#).

### **With which organisations do I have to deal if I do not agree with the school, or if my child may have to go to another school?**

It is possible that you do not agree with the school about the support for your child, about which school is (or isn't) tailored, or about a transfer to another school. You may then have to deal with the [leerplichtambtenaar](#) (education welfare officer), the jeugdarts (pediatrician), or the municipality. Your child may temporarily not be able to go to school (every day). Children are subject to compulsory education in the Netherlands. If they (temporarily) do not go to school, or are unable to, the school sometimes asks the municipality, the education welfare officer and/or the pediatrician to think about a solution. Read more about this under [What does the leerplichtambtenaar \(education welfare officer\) do?](#) and [What does the jeugdarts \(pediatrician\) do?](#).

### **What does the leerplichtambtenaar (education welfare officer) do?**

The [leerplichtambtenaar](#) (education welfare officer) is employed by the municipality. The leerplichtambtenaar checks whether children are going to school. In some cases, parents can request exemptions and dispensations from the leerplichtambtenaar. If there are problems with attending school, the leerplichtambtenaar can help a pupil, parents and the school to find solutions. The leerplichtambtenaar can also draw up an official report if a student is truanting or is not enrolled at all at a school. Every municipality employs at least one leerplichtambtenaar.



## 8. What if I disagree with the school about extra ondersteuning (additional support) or placement at another school?

### What does the jeugdarts (pediatrician) do?

The school or the parents can contact the jeugdarts (pediatrician) if a child is not doing well. The pediatrician also helps if a child goes to voortgezet speciaal onderwijs (vso: secondary special education), or if a child is temporarily unable to go to school (every day). The pediatrician can think alongside the parents and give advice. If your child has it's own therapist, the pediatrician can contact him or her. The pediatrician has professional confidentiality agreements and may not share information about your child with the school without your permission, and from the age of 16, not without your child's permission.

## 9. What is an ouder- en jeugdsteunpunt (parent and youth support centre)?

Do you have questions about [passend onderwijs](#) (tailored education), do you want advice or do you want to talk to someone who thinks along with you? Then you can contact your child's school or the [ouder- en jeugdsteunpunt](#) (parent and youth support centre). Every [samenwerkingsverband](#) (school partnership) has an ouder- en jeugdsteunpunt. It is there to help you as a parent and works independently.

Not sure which [samenwerkingsverband](#) your child's school is affiliated with? Please check with your child's school.

# Glossary and abbreviations

**Basisondersteuning (basic support)** Help that a school must be able to provide with problems that occur regularly, for example help with reading and math problems.

**Extra ondersteuning (additional support)** If a pupil needs more help than the basisondersteuning (basic support) the school offers, he/she can get extra ondersteuning.

**Handelingsdeel (action part)** A description in the ontwikkelingsperspectief (developmental perspective, abbreviation: OPP) of the individual guidance that is tailored to the needs of the student.

**Handelingsverlegen** When the school does not succeed in offering your child enough appropriate and necessary support.

**Instemmingsrecht (right of consent)** The school needs the consent of parents to the handelingsdeel (action part) of the ontwikkelingsperspectief (developmental perspective). The school must explicitly ask parents for consent.

**Jeugdhulp (youth care)** Help with psychological needs, an intellectual disability and/or parenting problems. Jeugdhulp is intended for children and young people up to the age of 18, sometimes up to 23 years old. The municipality is responsible for this assistance. This is regulated in the Jeugdwet (Youth Act).

**Leerlingdossier (student file)** A student file stores information about a student. The student file usually consists of two components: the student administration and a 'content' part, aimed at educational aspects and supervision aspects.

**Leerlingvervoer (student transport)** Transport that must be requested from the municipality for children who cannot go to school independently, for example in the event of illness, a disability or behavioural problems. Or for children who cannot go to school in the direct neighbourhood and therefore have to go to a school that is further away.

**Leerlingvolgsysteem (LVS: student monitoring system)** Primary schools are obliged to use a leerlingvolgsysteem. This is also known as a student and education monitoring system (LOVS: leerling- en onderwijsvolgsysteem). The school keeps track of progress and results. Not only your child's, but also your child's group and the school. This is done in any case for Dutch language and mathematics.

**Leerplichtambtenaar (education welfare officer)** An official of the municipality who supervises compliance with the Leerplichtwet (Compulsory Education Act). Abbreviation: LPA.



**Leerwegondersteunend onderwijs (LWOO: Learning path Supported Education)** Supported education for vmbo (pre-vocational secondary education) students who need extra help to obtain their diploma.

**Ondersteuningsplan (support plan)** A document containing the agreements that have been made in your region about extra ondersteuning (additional support).

**Onderwijskundig rapport** Rapport from the primary school containing information about you're child. For example about it's behaviour and development.

**Ontwikkelingsperspectief (developmental perspective)** A plan that the school makes when a student needs more than basic support. This plan states how the school will help the student to feel good in class and to learn as well as possible. The school writes this plan based on goals to work towards. Abbreviation: OPP.

**Ouder- en jeugdsteunpunt (parent and youth support centre)** Every samenwerkingsverband has one. It is there to help you as a parent and works independently.

**Passend onderwijs (tailored education)** Every child (with or without support needs) must receive education that suits him or her in the region where he or she lives.

**Praktijkonderwijs/praktijkschool (practical education/practice school)** Education that is given at a praktijkschool. This is a secondary school for students who mainly learn by doing and not so much by reading a lot about something.

**Remedial teacher** A qualified teacher who provides extra ondersteuning (additional support) for students with certain learning or behavioural problems/disorders.

**Samenwerkingsverband (school partnership)** A partnership in which schools for regular and special (secondary) education work together in a certain area to provide passend onderwijs (tailored education) in that area. Abbreviation: SWV.

**Schoolbestuur (school board)** All schools have a school board. The school board makes important decisions about the school. They decide about education that is given.

**Schoolgids (school guide)** A document with information for parents about the most important things about the coming school year.

**Schoolondersteuningsprofiel (school support profile)** A document with information about what support the school can provide. Abbreviation: SOP.

**Startkwalificatie (basic qualification)** A startkwalificatie is a diploma havo, vwo, mbo level 2 or higher.

**Toelaatbaarheidsverklaring (declaration of admissibility)** A statement from the partnership that a child may be enrolled in a school for special (primary or secondary) education. Abbreviation: TLV.

**Voortgezet speciaal onderwijs (vso: secondary special education)** Education for students who need more support than a regular secondary school can provide.

**Zorg- or ondersteuningscoördinator (care or support coordinator)** An employee within the school who is responsible for student care and has coordinating and supervising tasks. Abbreviation: IB-er (intern begeleider).

**Zorgplicht (duty of care)** The duty of a school (board) to ensure that every child who is registered or enrolled with that school or school board receives education that suits him or her and extra ondersteuning (additional support) if necessary.



# Colophon

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