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HSV International School

Co-determination Statute of the Stichting Haagsche Schoolvereniging (Foundation of The Hague School Association) in The Hague

Preamble:

The executive board of the Stichting Haagsche Schoolvereniging (Foundation of The Hague School Association) and the joint co-determination council of the following schools and departments:

**De Basisschool Haagsche Schoolvereniging (Basisschool HSV)
IVIO school voor speciaal basisonderwijs
Lighthouse Special Education
De Basisschool Willemspark
Het Open Venster (HOV)**

have conducted consultations about the application of the Participation in School Decision-Making Act (WMS). They have hereby voiced their expectations concerning the possibilities offered by this Act for the strengthening of mutual communication and formal consultations about all affairs in and around the school that are of importance for the management, parents, pupils and members of staff.

The executive board and the joint co-determination council hereby set out their vision on co-determination, and make concrete agreements about the mutual communication and the provision of information to all the persons involved with the school, as detailed hereinafter.

The general starting point that is that the Joint Co-determination Council (GMR) shall take decisions and/or give advice about all external school affairs, and the individual Co-determination Councils (MR) shall take decisions and/or give advice about internal school affairs.

The Joint Co-determination Council has voted in favour of this co-determination statute by a majority of at least two-thirds. The co-determination statute shall enter into force on 26 October 2015.

Chapter 1 General provisions**Article 1 Definitions**

- a. the Act: the Participation in School Decision-Making Act (Bulletin of Acts and Decrees 2006, 658);
- b. competent authority: [name competent authority];
- c. GMR: the joint co-determination council as referred to in article 4 of the Act;
- d. MR: the co-determination council as referred to in article 3 of the Act;
- e. schools: the schools under the management of the competent authority;
- f. pupils: the pupils, in the sense of the Primary Education Act, of the schools;
- g. parents: the parents, guardians, or carers of the pupils;

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- h. members of staff: the members of staff employed, or who have been engaged for at least 6 months without an appointment by the competent authority, and who are working in the schools;
- i. section: a separate group of co-determination council members, as referred to in article 3, paragraph 3, of the Act;
- j. theme council: a theme council as referred to in article 20, paragraph 4, of the Act;
- k. sub-council: a sub-council as referred to in article 20, paragraph 1, of the Act; and
- l. statute: this co-determination statute.

Article 2 Nature and period of operation

1. The statute shall enter into force on 26 October 2015 and shall have a period of operation of three years.
2. No later than four months before the period specified in the previous paragraph expires, the GMR and the competent authority shall enter into consultations concerning the evaluation, updating, and renewal of the statute.
3. The competent authority and the GMR can make proposals for an amendment of the statute regardless of whether or not the period referred to in paragraph 1 of this article has expired.
4. A proposal for one or more provisions of the statute, or an amendment of the statute, must be passed by a majority of two-thirds of the members of the GMR.

Chapter 2 Structure of the co-determination**Article 3 Joint co-determination body**

1. A GMR is attached to the Stichting Haagsche Schoolvereniging (Foundation of The Hague School Association).
2. The GMR shall consist for one half of members from the sections for the members of staff and for one half of members from the sections for the parents of the schools under the management of the executive board. In total, the GMR shall consist of seven members chosen by the sections for the members of staff of the co-determination councils of the schools, and seven members chosen by the sections for the parents of the co-determination councils of the schools, and in such a way that each of the schools/departments is represented in the GMR by one member of staff and one parent.
The Dutch department of the Basisschool HSV shall be represented in the GMR by one parent and one member of staff.
The International department of the Basisschool HSV shall be represented in the GMR by two parents and two members of staff.
The IVIO shall be represented in the GMR by one parent and one member of staff.
The Lighthouse shall be represented in the GMR by one parent and one member of staff.

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The Basisschool Willemspark shall be represented in the GMR by one parent and one member of staff.

The HOV shall be represented in the GMR by one parent and one member of staff.

3. The election of the members of the GMR shall take place in accordance with the co-determination regulations of the GMR.
4. Furthermore, an independent chairman can be added to the meeting of the joint co-determination council. He/she shall exclusively have an advisory voice, and shall be jointly chosen by the members of staff and parents attached to the schools.
5. The Supervisory Board and the Joint Co-determination Council shall meet jointly with the executive board at least once per year. The Supervisory Board can decide to hold a consultation meeting with the Joint Co-determination Council once per year without the presence of the executive board. The Supervisory Board shall be responsible for making sure these meetings are organised in consultation with the chairman of each of these two bodies.

Article 4 Co-determination councils

1. A co-determination council is attached to each school/department within the Foundation (Basisschool Haagsche Schoolvereniging, IVIO school voor speciaal basis onderwijs, Basisschool Willemspark, Lighthouse Special Education and Het Open Venster).
2. The size of the MR will differ per school, and will depend on the size and diversity (e.g., combination of Dutch and international departments) of the school. The MR will in each case consist of members chosen from among and by the members of staff of the relevant school, and of members chosen from among and by the parents of the relevant school, and in such a way that the number of members chosen from among the members of staff and the parents of the schools respectively will each amount to half of the total number of members of the MR.
3. The election of the members of the MR shall take place in accordance with the co-determination regulations of the MR.

Article 5 Sub-councils, theme councils

1. At the request of the GMR or an individual MR, and with the consent of the competent authority, a sub-council can be attached to a part of the school with the approval of two-thirds of the members of the relevant co-determination council.
2. The sub-council shall assume the authorities of the co-determination council insofar as the exercising of these authorities does not relate to another part of the school.
3. The co-determination councils can decide to institute a theme council. A theme council can be instituted at the request of an individual MR, and with the consent of the competent authority, and with the approval of two-thirds of the members of the relevant co-determination council.

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4. A theme council can be instituted for a term of two years. After the expiry of this period, a review shall be carried out to see whether the theme council should be kept in place.

Chapter 3 Provision of information

Article 8 Information to be provided by the competent authority to the councils and the sections

1. Each year, the competent authority shall provide the following minimum information in writing to the councils:
 - a. the budget of the organisation and associated policy intentions in financial, organisational and educational areas;
 - b. at the beginning of the school year the details in relation to:
 1. the composition of the competent authority
 2. the organisation within the school
 3. the management statute
 4. the main points of the policy that has already been laid down;
 - c. before 1 May: the calculation which is used as the basis for government subsidies; and
 - d. before 1 July: the annual report of the organisation.
2. The councils shall receive on time, on request or unrequested, all the information that they reasonably need for the fulfilment of their tasks. This shall include in any case:
 - a. the starting points adopted by the competent authority for the exercising of its authorities; and
 - b. each assessment of the complaints commission in those cases where the commission has upheld a complaint, and about any measures that the competent authority shall take pursuant to such an assessment.
4. The information must be provided in a timely fashion such that all the members of the separate councils are given a reasonable amount of time to read the documents, and if necessary to consult experts, in advance of the meeting.
5. If the competent authority puts a proposal for advice or consent to a section of an individual council, that proposal shall be simultaneously notified to the other section of the relevant council.

Article 9 Provision of information to involved parties

1. The GMR and MR and the councils as referred to in chapter 2 of the statute, shall issue written reports to all the parties involved at the schools, both on request and unrequested, about their activities, and give each of these parties the opportunity to enter into consultations with them.
2. The meetings of the GMR, the MR, the councils as referred to in chapter 2 of the statute, as well as the meetings of the sections, are in principle open to the public.

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3. All information can be provided both in writing and digitally; this according to the wishes of the members.

Article 10 Reciprocal provision of information

1. The GMR, the MR, their sections, and the councils as referred to in chapter 2 of the statute shall issue written reports to each other, both on request and unrequested, about their activities, and give each other the opportunity to enter into consultations with each of them.
2. All information can be provided both in writing and digitally; this according to the wishes of the members.

Chapter 4 Facilities**Article 12 General facilities for the councils**

1. The competent authority shall give the parents and the members of staff who participate in the GMR, the MR, the sections, and the councils, as referred to in chapter 2 of the statute, the use of the resources which the competent authority has available and which they reasonably need for the fulfilment of their tasks.
2. On the basis of an activities plan and a cost estimate, an amount will be reserved annually in the budget of the school for the improvement of the expertise of the members of the council and the consultation of experts, including legal assistance. The budget will be released after the presentation of a price quotation or invoice.
3. The amount referred to in the previous paragraph shall not extend to cover the consultation of experts, including legal assistance, on the part of the executive board.
4. If the amount as referred to in paragraph 2 has not been fully used in the calendar year which it was allocated to in the budget, the residual amount shall revert back to the funds of the school.

Article 13 Facilities for the members of staff

1. For the members of staff who are members of the council, facilities in the form of paid time will be made available in accordance with the collective labour agreement (CAO).

Article 14 Facilities for parents

1. For parents who are members of the council, an allowance will be made available to cover any demonstrable and necessary expenses.
2. The expenses referred to in paragraph 1 shall include in any case travel and accommodation expenses in connection with the performance of activities associated with the membership of the

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co-determination council. The allowance for these expensive shall be paid in accordance with the rules laid down for such for the members of staff in the collective labour agreement (CAO).