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**Statute for the Parents and Teachers Council,
in Dutch called the Medezeggenschapsraad (MR),
for the schools falling under the Stichting Haagsche Schoolvereniging.**

In this document the Parents and Teachers Council will be referred to as the MR.

De Stichting Haagsche Schoolvereniging is the legal authority for the following schools:

1. IVIO primary school for special needs (including Lighthouse);
2. Primary School Haagsche Schoolvereniging (Dutch and International Departments);
3. Primary School Willemspark (including Het Open Venster).

Paragraph 1 General**Article 1 Regulation of understanding**

This regulation falls under:

- a. the law: the Law for the right of say at schools (Stb. 2006, 658);
- b. qualified authority: the Board of the Stichting Haagsche Schoolvereniging;
- c. parents and teachers council: the parents and teachers council as described in article 3 of the law;
- d. joint parents and teachers council: the joint parents and teachers association as described in article 4 of the law; in Dutch called the Gemeenschappelijke Medezeggenschapsraad;
- e. school: a school as described in the Law for primary education;
- f. pupils: pupils as in the Law for primary education;
- g. parents: the parents, foster parents or carers of the pupils;
- h. school-management: the directors and the location leaders;
- i. staff: staff in service or employed for at least 6 months without appointment by the qualified authority and working at the school;
- j. joint: the individual groups of members, as specified in article 3, third paragraph of the law.

Paragraph 2 The MR**Article 2. The MR.**

There is a MR attached to the school. This council is chosen straight from and through the parents and the staff according to stipulations of this rule.

Article 3. Size and composition of the MR.

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1. The MR consists of member following these rules:
 - a. a minimum of five members of the staff, of which a minimum of two come from the Dutch department and a minimum of three from the international department;
 - b. a minimum of five members of parents of the school, of which a minimum of two come from the Dutch department and a minimum of three from the international department, one being a member as representative of the NSL, one being a member as representative of KSS and one being a member as representative of VNS.

Article 4. Inconsistencies.

1. People who are a part of the (Supervisory) Board cannot serve on the MR.
2. A member of staff who has been instructed to represent the (Supervisory) Board at meetings with the MR cannot also be a member of the MR.

Article 5. Length of service.

1. A member of the MR serves for a period of 4 years.
2. A member of the MR resigns after his period of service and is immediately eligible for re-election.
3. A member who has been chosen or appointed to fill in a position which has become free between times, must resign at the time at which the person whose position he is taking would have had to resign.
4. Apart from the periodical resignations the membership of the MR ends
 - a. in the event of death;
 - b. if the member resigns;
 - c. if staff members become part of the management team;
 - d. as soon as a member does not fall under the section from which he has been chosen.
5. The schedule for resignations is arranged in a time-table set up by the MR.

Paragraph 3. The election.**Article 6. Organisation of elections.**

The leadership of the election of the members of the MR is in hands of the MR.
The MR may consign the organisation of the election to an election committee.

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The MR stipulates the composition, method of work, and the powers of the election committee as well as the way in which decisions will be taken on objections concerning resolutions.

Article 7. Election date.

1. Every two years there are elections for the MR.
2. The MR decides on the date for the election, and also the times of the beginning and end of the votes. The MR informs the Board, the parents and the staff of the times mentioned in the above paragraph.

Article 8. Those standing for election and qualified to vote.

People who are part of the staff or are a parent on the day of nomination, are qualified to vote and able to stand for election to become a member of the MR.

Article 9. Announcing those standing for election.

The MR makes up a list of the people standing for election four weeks before the elections. This list is made known to the parents and staff stating the possibility of becoming a candidate, and the time fixed for this.

Article 10. Not enough candidates.

If there are no more candidates from the parents and staff than seats in the MR for the section, then there is no election for that section and the constituted candidates are considered elected. The MR informs the Board, the members and the candidates involved well before the election date.

Article 11. Election.

The election takes place through secret, written vote. At least one week before the election day the PTA sends to those qualified to vote a voting-paper containing the names of the member candidates on the list of those qualified to vote.

Article 12. Voting; proxy.

A person qualified to vote can vote a maximum of the same number of votes as there are seats for his section in the MR. There may only be one vote per candidate. A person qualified to

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vote may let someone else belonging to the same section pass on his vote via his voting paper with written authorization. A person qualified to vote may stand proxy for a maximum of one other qualified voter.

Article 13. Result of the elections.

1. The candidates with the successive highest amount of votes are chosen. If there are more candidates for the final seat who have received the same amount of votes, then one of these are chosen.
2. The result of the elections is concluded by the MR and is made known in writing to the Board, the members and the candidates involved.

Article 14. Interim vacancies.

1. If there is an interim vacancy then the MR appoints for the position the candidate from the same section who is next in line according to article 13, paragraph 2.
2. The appointment occurs within a month of the position becoming vacant. The MR informs the Board, the members and the candidate involved.
3. If there are fewer candidates available amongst the parents and the staff than positions in the MR for that specific section, or if there is no successor as specified in the first paragraph, then the position(s) can be filled through interim election. In that case the articles 6 up to 13 apply.

Paragraph 4 General tasks and powers of the MR**Article 15 Consultation with the Board**

1. The Board and the MR meet when this is requested with a given reason by the MR, a section of the MR or the Board, with a given reason.
2. If two-thirds of the members of the MR and a majority of each section wishes, then the Board carries out the meeting as mentioned above with each section separately.

Article 16 Initiative powers of the MR

1. The MR is authorised to consult all activities concerning the school. The MR is authorised to give proposals and points of view to the Board on these activities. The Board gives a written reaction supported with reasons within three months to the MR.

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2. If two-thirds of the members of the MR and a majority of each section wishes, then the Board carries out the meeting and consultation as mentioned above with each section separately.

Article 17 Openness, mutual consultation and equal treatment

1. The MR supports as far as it can openness and mutual consultation in the school.
2. The MR moreover guards against discrimination in the school in whatever form and encourages equal treatment in equal terms and especially equal treatment of men and women, including people with disabilities and those from non-western cultures.
3. The MR makes a written report on all its school activities and gives members the opportunity to discuss any school matters.

Article 18 Giving information

1. The MR receives in good time, whether asked or not, from the Board all the information needed to be able to fulfil its task.
2. In any case the MR receives:
 - a. the yearly budget with financial, organisational and educational intentions of the management;
 - b. as early as possible but on 1st July at the latest, information about the calculation underlying the means from the government funds accountable to the Board;
 - c. yearly before 1st July a year report as meant in 171 of the Law for primary education;
 - d. the priorities and policies which the Board adheres;
 - e. immediate information about each judgment of the complaint commission as intended in article 14 of the Law for primary education, in which the commission has judged a complaint to be just, and about the possible measures which the Board will take in connection with that judgment, bearing in mind the privacy of the staff and the parents;
 - f. at least once a year written information about the contents of the rules on working conditions and agreements per group of the people working in the school and the members of the Board in which is shown with which percentage these working conditions and agreements are kept as regards to those of the past year;
 - g. at least once a year written information on the level and contents of the employment conditions, and agreements per group of those working in the school and the members of the Board where insight is given with which percentage these employment conditions and agreements are related to each other and to those of the previous year;
 - h. at the beginning of the school year in writing the details regarding the composition of the Board, the organization within the school, management status and key points of the already adopted policy.
3. If the Board submits a proposal for opinion or consent to a section of the MR then that proposal must be simultaneously sent to the other sections of the MR. In addition the

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Authority provides the reasons for the proposal, and the effects that the implementation of the proposal is expected to have for the staff and parents and the further actions to be taken in connection herewith.

Article 19. Annual report

1. Each year the MR makes up a report on its activities in the past year and forwards this report to the Board, the (joint) MR councils, the school management, the staff and the parents.
2. The MR shall ensure that the report is placed in a publicly accessible place in the school for interested parties to view, and placed on the website.

Article 20. Openness and secrecy

1. The MR meeting is public, unless specific persons are going to be talked about or if the nature of a question to be dealt with is opposed by one third of the members.
2. If, at a meeting or a part thereof, a personal interest of one of the members of the MR is involved, then the MR may decide that the member involved may not participate in the meeting or that part of the meeting. The MR decides at that moment that the dealing of the matter in hand will take place in a closed meeting.
3. The members of the MR are sworn to secrecy on all matters they come across in their capacity, on which the Board or the MT has imposed secrecy or on which they, in connection with the imposed secrecy, must understand the confidentiality thereof. The intention to impose secrecy must be communicated as much as possible before the dealing of the matter.
4. The person who imposed secrecy as mentioned in the paragraph above, also informs which written or oral information falls under this confidentiality and how long this should last, and whether there are persons for whom confidentiality is not needed to be taken into consideration.
5. The obligation for secrecy does not end with the termination of the membership of the MR, nor with the termination of the relationship of the person involved with the school.

Paragraph 5. Special powers of the MR.**Article 21 Power of assent of the MR**

1. The Board requires the prior consent of the MR for its proposed decisions on:

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- a. change in the educational objectives of the school;
- b. adoption or amendment of the school plan or the school curriculum or the educational and examination rules and the care plan;
- c. adoption or amendment of the school regulations;
- d. adoption or amendment of the policies regarding support activities carried out by parents in aid of the school and the education;
- e. adoption or amendment of the rules concerning safety, health and welfare, if not falling within the powers of the staff section;
- f. the acceptance of material contributions or cash contributions other than the parental contribution as referred to in Article 24, paragraph c of these regulations, and not based on the education legislation if the Authority thereby assumes obligations which the pupils will face within school hours and during the activities organized under the responsibility of the Authority, also during lunch hours;
- g. adoption or amendment of the current school complaints;
- h. transfer of the school or a part thereof, or fusion of the school with another school, or adoption or amendment of the relevant policies.

Article 22 Advisory powers of the MR

The PTA is given the opportunity in advance to give advise on the proposed decisions made by the Board with regard to:

- a. adoption or amendment of the main features of the multi-annual financial policy for the schools, including the planned use of means allocated to the Board for the benefit of the schools from public funds or received from elsewhere;
- b. the criteria used in allocating these funds among facilities at upper school level and at school level;
- c. the appointment or dismissal of staff responsible for management tasks for more than one school;
- d. termination, major reduction or expansion of the activities of the school or a significant part thereof, or adoption or amendment of the relevant policy;
- e. the commencing, terminating or significant changing of a long-term cooperation with another institution, or adoption or amendment of the relevant policy;
- f. participation or termination of participation in an educational project or experiment, or adoption or amendment of the relevant policy;
- g. adoption or amendment of the policy concerning the organization of the school;
- h. adoption or amendment of a rule concerning the appointment or dismissal policy so far as that adoption or amendment relates to the foundation of the school or the amendment thereof;
- i. appointment or dismissal of the school management;
- j. adoption or amendment of the timetable;
- k. adoption or amendment of the specific division of tasks within the school management, and the adoption or amendment of the management regulations;

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- l. adoption or amendment of the policy concerning the admittance and dismissal of pupils;
- m. adoption or amendment of the policy concerning the admittance of students who are in training for an educational job elsewhere;
- n. holiday rules;
- o. the establishing of a central service;
- p. new construction or important renovation of the school;
- q. adoption or amendment of the policy concerning the maintenance of the school.

Article 23 Consent authority staff guidance

The Board will require the prior consent of that part of the PTA chosen by the staff for its proposed decisions on the following matters:

- a. adoption or amendment of the composition of the staff appointed or employed without appointment working for more than one school;
- b. adjustment of the consequences for the staff in a matter as referred to in Article 22, parts d. (ending), e. (long-lasting cooperation), f. (participating in experiment) and o. (central service);
- c. adoption or amendment of the composition of the staff;
- d. adoption or amendment of the rules concerning refresher courses for the staff;
- e. adoption or amendment of possible work regulations for the staff and of the planning and organising of staff meetings, in so far as the decision applies generally to all or an entire category of staff;
- f. adoption or amendment of the rules for staff leave;
- g. adoption or amendment of the rules for work and rest periods for the staff;
- h. adoption or amendment of the rules concerning the granting of salaries, bonuses and allowances to the staff;
- i. adoption or amendment of the division or the workload within the staff, excluding the school management;
- j. adoption or amendment of the rules concerning staff assessment, rewarding and job differentiation;
- k. adoption or amendment of the rules concerning the transfer of funding;
- l. adoption or amendment of a regulation concerning working conditions, sick leave and reintegration;
- m. adoption or amendment of a regulation concerning the staff welfare;
- n. adoption or amendment of a regulation concerning the processing and protection of the staff's personal data;
- o. adoption or amendment of a regulation concerning facilities aimed at or capable of observing or monitoring the presence, behaviour or performances of staff;
- p. adoption or amendment or a regulation concerning the promotion policy or concerning the appointment and dismissal policies in so far as that adoption or amendment does not relate to the character of the school or the amendment thereof;

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- q. adoption or amendment or rules on which parties have concluded a collective agreement, have agreed that the rules or the amendment thereof are brought about in the negotiations between the Board and the staff side of the MR;
- r. adoption or amendment of the regulation concerning the facilities relation to the staff.

Article 24 Power of assent for parent members

The Board requires the prior consent of the section of the MR consisting of parents, for each of the decisions to be taken by the Board concerning the following matters:

- a. regulation of the consequences for the parents of a decision concerning a matter as referred to in article 22, under c (ending), d (long-lasting cooperation), e (experiment participation) and m (central service);
- b. change in the character of the school or converting the school or a part thereof, or adoption or amendment of the relevant policy;
- c. adoption or amendment of the rules concerning facilities relating to the pupils;
- d. adoption or amendment of a possible parental status;
- e. the fulfilment of the lunchtime obligations;
- f. the adoption of the school guide;
- g. the adoption of the teaching time;
- h. the adoption or amendment of a regulation for the processing and protection of parents' personal data;
- i. the adoption or amendment or the rules concerning activities organised outside school time under responsibility of the Board;
- j. the adoption or amendment of the regulation regarding the exchanging of information between the Board and parents;
- k. the adoption or amendment of facility rules concerning parents;
- l. the adoption or amendment of the amount and the adoption or amendment of the allocation of funds asked from parents or pupils without a legal obligation having been received under an agreement made by the parents.

Article 25 Applicability special powers

- 1. The powers as mentioned in the articles 21 up to 24 are not applicable when:
 - a. relevant matter for the school has already been settled internally with a regulation falling under a law;
 - b. it concerns a matter as mentioned in article 37 of the Law for primary education if those concerned do not decide to leave the matter at hand to the staff side of the PTA.

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2. The powers of the part of the MR consisting of the staff do not apply if the matter at hand has already been dealt with in a collective agreement.

Article 26 Time-limits

1. The Board gives the MR or the relevant part of the MR a period of four weeks within which a written submission must be delivered concerning a matter as referred to in the Articles 21 up to 24 of these regulations.
2. The time-limit mentioned above may be extended by the Board per case based on justified request by the MR or the concerned part of the MR.
3. The Board must give an immediate written response if the time-limit may be extended and, if necessary, the length of the extension.
4. If the MR or the part of the MR concerned does not come with an advice within the time-limit as mentioned above in section 1, or is inconclusive on whether or not to grant consent, then the Board may turn the proposal into a definite decision.

Paragraph 6 Manner and working-method.**Article 27 Election of chairman and secretary**

1. The MR chooses chairman, a deputy chairman and a secretary internally.
2. The chairman, or in his absence the deputy chairman legally represent the MR.

Article 28 Exclusion of members of the MR

1. The members of the MR abide by the obligations connected to their membership.
2. The MR may decide that a member of the MR does not abide by obligations as mentioned above in section 1 if the member concerned:
 - a. is either seriously negligent in fulfilling the regulations of the law and the MR;
 - b. is either breaching the duty of confidentiality on information which he knows to be confidential or should reasonably suspect to be confidential;
 - c. is either a serious hinder for the normal functioning of the MR.
3. If a matter is at hand as mentioned in section 2 above then the MR may, with a majority of at least two-thirds of the number of members, decide to point out to the member concerned his obligations or ask the member concerned to step down as a member of the MR.
4. If a matter is at hand as mentioned in section 2 above then the section of which the member concerned is a part may decide with a majority of at least two-thirds, to exclude the member of the MR from the activities of the MR for a period of three months at the most.

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5. In the case of a member as stipulated in section 2 above and in the case of a decision as stipulated in section 3 above, the MR consults as much as possible the part of the MR from which the member concerned is chosen, bearing in mind the confidentiality of information.
6. A judgment as stipulated in section 2 is made known to the member concerned in writing.
7. A decision as made in sections 3 and 4 above cannot be taken until after the member concerned has had the opportunity to learn about the complaints against him in writing as has also had the opportunity to defend himself, if so wished with the assistance of an adviser.

Article 29. Submittance of agenda items by staff, parents and or pupils

1. The staff and the parents/pupils of the school may submit a written request to the secretary for bringing up a point on the agenda of the MR meeting.
2. The secretary consults the chairman and informs the applicant whether the subject or proposal will or will not be put on the agenda and when the meeting will take place.
3. Within a week after the meeting has taken place, the secretary must inform the applicant as mentioned in section 1 above in writing the result of the discussion on that subject or proposal.

Article 30 Consulting staff, parents and or pupils

1. The MR or a member thereof may decide, before making a decision concerning a proposal of the Board on matters as stipulated in Article 21 up to 25 of these rules, to consult the staff and the parents or the separate members on that proposal.
2. At the request of one third of the staff or 10% of the parents of the school, the MR or a section thereof will consult the staff and/or the parents/pupils of the school before taking a decision on a proposal referred to in section 1 above.

Paragraph 7 Dispute (other) settlements**Article 31 Affiliation dispute committee**

The school is affiliated to the National Committee for Disputes

Article 32

1. If a decision to be taken by the Board is not agreed upon according to the rules of articles 21, 23, 24 or 25, then the Board notifies the MR within three months as to whether the proposal is withdrawn or submitted to the Dispute Committee. If this notification is not done within three months, then the proposal is cancelled.

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2. The Board makes a request to the Committee under consideration of the evaluation made by the Authority on the interests concerned for the Board or the MR of the section concerned. The Committee gives the MR or the relevant part thereof the opportunity to put forward arguments for withholding its consent to the Committee.
3. The Committee is authorised to give a mediation proposal to the Board and the MR, unless the Board or the MR or the section concerned indicate not to appreciate such a proposal. If the Committee does not make use of such an authorisation or if its proposal does not meet with an agreement from the Board or the MR or the section concerned, then the Committee decides whether the Board has come to a well-balanced assessment through weighing up the interests on both sides. The decision of the Committee is binding for the Board and the MR.

Article 33. Withdrawal of consent, adoption or amendment of the Rules

1. If the necessary agreement of a proposal by the Board to adopt or amend rules of the MR regulations with regard to matters other than the special powers as described in the Articles 21, 23, 24 or 25 of these regulations has been denied, then the Board will consult the MR as soon as possible on this issue.
2. If the required consent of the proposal by the Board and following the consultations in accordance with section 1 of Article 43 of these regulations is withheld, then the Board informs the MR or the MR informs the Board within a period of three months whether the proposal is withdrawn or is submitted to the Dispute Committee. If this statement has not been made within three months, then the proposal expires.

Article 34. Not following or not wholly following of the advice by the Board

1. If the Board takes a decision in which an advice from the MR as provided in Article 22 of these rules is not followed or not completely followed, then the execution of the decision is suspended for six weeks, unless the MR has no objections on immediate execution.
2. The Board immediately informs the MR on the decision as provided in section 1, stating the reason for the change in the advice. The MR informs the Authority as soon as possible on the matter unless they have no objections on immediate execution of the decision.
3. The MR may submit the decision to the Dispute Committee within six weeks after the relevant decision has been taken by the Board. This may only take place with presentation of the arguments for its opinion and the arguments for its view on how it is seriously damaging the interest of the school or of the MR through not following or

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not wholly following up the advice. The dealing of the proposed decision of the MR by the Dispute Committee does not extend the delay as mentioned in section 1.

Article 35 Interpretation of dispute

1. If the Board and the MR disagree on the interpretation of the provisions enacted by the MR Act for Schools or the provisions enacted by these regulations, then the Authority or the MR may request the Dispute Committee to pass judgment on this interpretation dispute within one month.
2. The dispute is submitted to the Dispute Committee with the presentation of the interpretation as seen by the Board or the MR, and with the presentation of the documents relating to the dispute.

Article 36 Response to standpoint or proposal

If the Board as not responded within three months to a reaction as meant in Article 16, section 1 of these regulations on a proposal given by the MR or made a point of view as meant in Article 16 section 1 of these regulations, then the MR may request the Dispute Committee within two weeks after the expiring date to fix a deadline within which the Board should come up with a reaction.

Article 37 Insufficiently motivated response

If the Board has, in the opinion of the MR, brought out an insufficiently motivated response as stipulated in Article 16, section 1 of these regulations to a proposal made by the MR or a standpoint as meant in Article 16 section 1 of these regulations, then the MR may submit the reaction to the Dispute Committee for reviewing and may request a time limit within which the Board should still come up with a reaction.

Article 38 No consultation

If the Board has, in the opinion of the MR, refused to consult as meant in Article 16 section 1, then the MR may submit this to the Dispute Committee and request a time limit within which the Board should still conduct such consultations.

Article 39 New facts

If new facts appear after consent or advice has been given which the MR, if they had previously been known, would have made a different decision, and the Board after having

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been informed of this, continues to implement the matter, then the MR may request the Dispute Committee to obligate the Board to suspend the execution thereof. The dispute can only be brought forward by the MR if in the opinion of the MR, the interests of the school or of the MR may seriously be harmed. The dispute must be brought forward within thirty days after the facts or circumstances have been made known.

Paragraph 8 Acting on behalf of the Board

Article 40 Staff consults

1. The director consults the MR on behalf of the Board as provided in these rules
2. At the request of the MR or at the request of the director, the Board may decide to dismiss the director of his task to conduct a discussion on behalf of the Board.
3. At the request of the MR, the Board may conduct the discussions with the MR itself in special cases.

Paragraph 9 Other stipulations

Article 41. Facilities

1. The Board permits the MR the use of the facilities which it has at its disposal and which the MR reasonably requires to be able to perform its duties.
2. The board works out the facilities in the MR status for the members of the MR, as meant in the Law.

Article 42 Law Protection

The Board ensures that the persons who stand or who stood on a list of candidature as meant in Article 9 of this regulation and the members and former members of the MR, are not put to a disadvantage in their position with regards to the school.

Article 43 Change of regulation

The Board shall submit any amendment of these regulations as a proposal to the MR and only lays down the amended regulation after the proposal thereof has been agreed upon by at least two thirds of the member of the MR.

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Article 44 Official title; Coming into force

1. This regulation can be quoted as: Regulation for the Parents and Teachers Council of the Primary School Haagsche Schoolvereniging
2. This regulation comes into force as from 1st January 2011.