# Starting Primary School in Haarlem





## ENROLMENT AND REGISTRATION IN FIVE STEPS

# Start

When children reach the age of four, they are eligible for primary education. In Haarlem and Spaarndam-Oost there are shared rules for the enrolment and registration of children.





## 1 Making a choice

You can choose from 50 primary schools in Haarlem. There are different types of primary schools. Both public (openbare) and independently-run (bijzondere) primary schools exist; these schools can also have different educational approaches.

We advise you to visit several schools before enrolling your child. You can then decide which schools suit your child best. Contact the schools you are interested in and ask when you can visit them and see the schools for yourself.

Parents of children born between 1 September 2022 and 31 of August 2023 are invited to register their child.

### Priority at a school

*Your child has priority status on the six primary schools that are nearest to the child's home address. These six priority schools (voorrangsscholen) are determined by the walking distance between the primary schools and the home address.*

*The 'Vrije Scholen' (Free Schools) and the Islamic schools are exceptions to this rule; any child that lives in Haarlem or its vicinity has equal priority (the home address is no object). Haarlem schools located on the edge of the city may have their priority area extend into neighbouring municipalities. The priority for children living in (that part of) the relevant neighbouring municipality is equal to the priority for a child living in Haarlem.*

*By filling in your child's home address and date of birth at naarschoolinhaarlem.nl you can find the primary schools in order of vicinity and the schools your child has priority status on.*

# 2 Enrolment



You can enrol your child at any primary school in Haarlem, priority schools as well as non-priority schools. You are free to choose a school outside Haarlem. Children living outside Haarlem can also enrol for a school in Haarlem.

Submit your (digital) application before the deadline. The deadline depends on the date of birth of your child. If you register your child after the closing date, you can only go to schools that still have places available after the placement.

| Date of birth | Deadline for delivery |
|---|---|
| 1 September 2022 to 31 December 2022 | 5 February 2026 |
| 1 January 2023 to 30 April 2023 | 12 May 2026 |
| 1 May 2023 to 31 August 2023 | 22 October 2026 |

## Choose the way to enrol your child for a primary school:

1. **Visit the website aanmeldenhaarlem.nl for the digital application form.**
   - Enlist the necessary information.
   - Don't forget to register the address code (this is stated on the application form that was sent); if you don't have this code deliver a proof of address at the school of first preference.
   - After the closing date applying digitally is not possible.

*OR*

2. **Enrolling for a primary school can also be done by submitting the enrolment form (aanmeldformulier) at the school of your first preference.**
   - Please check the pre-printed data on the form, such as your child's date of birth, name and address. If the data contain errors, please correct them on the enrolment form.
   - Fill in at least five schools; put your first choice at number 1; your second choice at number 2 and so on. These may be priority schools, but they do not have to be.
   - Fill out the enrolment form completely and don't forget to sign.
   - Submit the form at the school of your first choice before the deadline.

The (digital) application will be registered by the school of first preference in the registration system of the schoolboards. Within two weeks after submitting the enrolment form, you will receive an e-mail containing a proof of enrolment. Please check the details on this proof of enrolment. If it contains any error or you want to change the order of your preferred schools, contact the school before the deadline.

### *Always enrol!*

Children who already have an older sister or brother registered at the school of your preference, still have to be enrolled at aanmeldenhaarlem.nl or by submitting the enrolment form to this school.

# 3 Placement



After the deadline has expired, all enrolled children will be placed during the official placement.

If the school has enough places for all enrolled children, they will all be granted a place. If there are more enrolments than there are places, children with priority status will be placed first and then all non-priority enrolments will follow. When your child cannot be placed at the school of first preference, he/she will be placed at the second school of preference. If this school is also full, your child will be placed at the third school of preference, et cetera.

In case your child cannot be placed at any of the preferred schools submitted by you, he/she will be placed at one of the remaining priority schools. These have not been submitted by you but are added to your proof of enrolment.

The result of the placement will be that every child is placed at the school of the highest possible preference. The majority of schools in Haarlem have sufficient places.

## The order of allocation of enrolled children:

1. *An older sister/brother is registered at the school when the child reaches the age of four; a place is guaranteed.*
2. *The child has attended at least since the second birthday, for at least two half-days a week, day-care at the Integraal KindCentrum (IKC) and has priority status at the school.*
3. *The child has a VVE-indication, attends the pre-schools program Klaar voor de Start for at least one year, four half-days a week and has priority status at this school.*
4. *The child's parent has a permanent employment contract at the school.*
5. *The child has priority status at the school.*
6. *The child does not have priority status at the school, but lives in Haarlem or Spaarndam-Oost.*
7. *The child does not live in Haarlem and Spaarndam-Oost.*

*Note: Rules 1 – 4 only apply to the school of first preference.*
*Rule 2 applies to IKC De Argonauten, IKC Valeo, IKC De Wijde Wereld and De Ark.*
*In rule 3 one year refers to the period counted back from the fourth birthday.*
*Rule 4 applies to a limited number of schools.*
*The rules 4 – 7 are applied differently at the Haarlemse Montessorischool, Vrije Scholen, Al Ikhlaas and IBS De Eenheid.*
*Please check the websites of the schools for detailed information, or contact the helpdesk.*

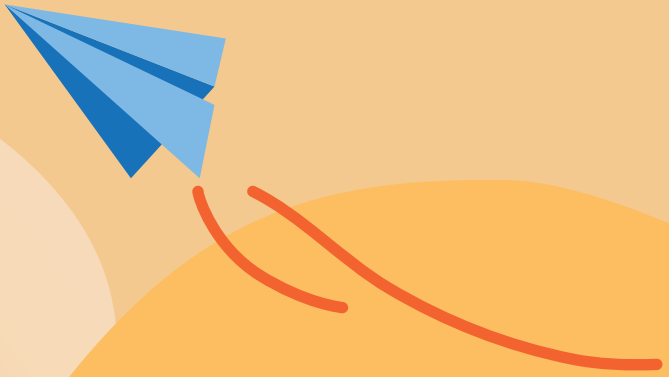
# 4 Registration

After the placement you will receive a letter from the school where your child has been placed. This letter will contain the registration deadline before which you must notify the school that you want to use the allocated place for your child.

Please make sure your child is registered in time! Placement is only certain when registration has been completed. In the introductory meeting with the school, tell as much as possible about your child. This allows the school to make the best estimate of your child's needs.

In exceptional cases, when a child requires special care which the school is unable to provide, the school can decide not to permit a placement. In consultation with the parents, the school will then look for another school which will be able to offer the necessary care and education.





# 5 Starting school

Your child has reached the age of four and will start in the first group of primary school. The date for the first day at school will be arranged together with the school.








# More information

## www.naarschoolinhaarlem.nl

On this website (a redirect to cjg.kennemerland.nl) you can find information of the primary schools in Haarlem.

- After filling in your child's home address and date of birth, you will find the schools where your child has priority status and the list of all the schools in Haarlem.
- This website contains links to the website of each school and board.
- Parents who have not received an enrolment form can download one from this website.

## Helpdesk 'Plaatsingsbeleid' (placement policy)

If you need help or have questions, you can contact the helpdesk:

- By email: info@naarschoolinhaarlem.nl
- By phone: 023 543 0160

## Schools and boards

You can reach any school or schoolboard for questions. The websites of the schools contain additional information (e.g.: information concerning priority or preschool facilities).