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Decisions of the Board of Governors concerning the guidelines for the 2025-2026 Policy on Enrolment in the Brussels European Schools

Brussels, 5 December 2024

DECISIONS OF THE BOARD OF GOVERNORS OF 3-5 DECEMBER 2024 CONCERNING THE GUIDELINES FOR THE 2025-2026 POLICY ON ENROLMENT IN THE BRUSSELS EUROPEAN SCHOOLS

In view of:

1. Pupil population

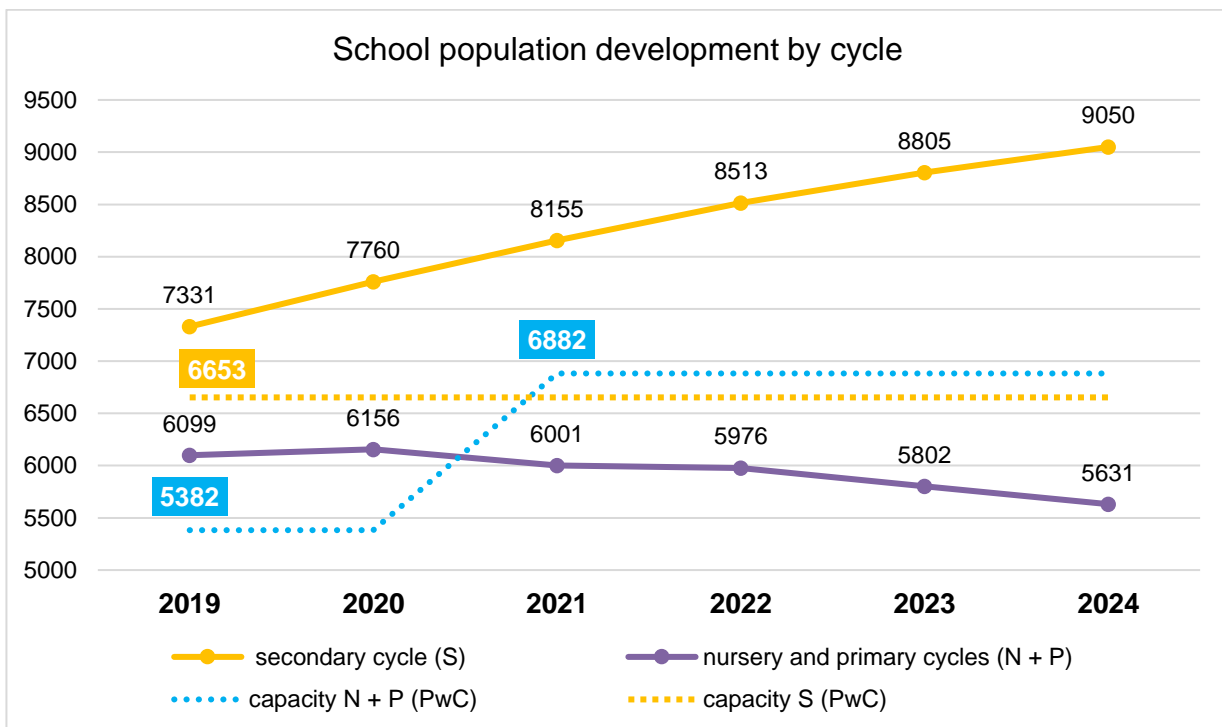
On the basis of the statistics currently in the possession of the Central Enrolment Authority, it must be stated that the overcrowding of the European Schools in Brussels, observed at all sites¹, remains a cause for concern and requires appropriate measures to be taken.

However, the overall population growth has gradually stabilised over the past two years, notably due to the very limited hosting capacity in the schools most sought after by parents (Brussels II - Woluwe Site and Brussels III European Schools).

Consequently, the overall school population of the European Schools in Brussels was at 14 681 pupils on 15 October 2024, compared with 14 607 pupils on 16 October 2023 and 14 489 pupils on 14 October 2022.

Nevertheless, the growth pattern differs according to the teaching cycle and the schools/sites. As illustrated in the graph below, while the number of pupils enrolled is decreasing slightly in the nursery and primary cycles (171 fewer pupils between 15 October 2024 and 16 October 2023), overcrowding in the secondary cycle is increasing year after year (in 2024, there were 245 more pupils in the secondary cycle as compared to 2023).

The development of the Berkendael and Evere Sites of the Brussels I and II European Schools has, admittedly, reduced the number of nursery and primary cycle pupils on the other schools/sites, but has not yet alleviated the pressure on the sites confronted with a continuous increase in the number of secondary cycle pupils.



¹ With the exception of the Evere Site of the European School Brussels II.

2. Future extension of the infrastructure

In view of the growth of the pupil population (see 1 above), the Board of Governors' main priority remains to increase the accommodation capacity in Brussels by making an additional school available by the Belgian state. On the basis of the growth projections in the pupil population, the Board of Governors invited the Belgian Federal Government to take steps, at the meeting of 6 May 2010, to make available a new school with a capacity of 2,500 pupils in September 2015.

On 13 May 2022, the Belgian Council of Ministers took the decision:

- to make available to the international organisation a fifth Brussels European School with a capacity of 3,000 pupils at the Neder-Over-Heembeek Site, offering a full education from the nursery cycle up to until secondary 7,²
- to extend the availability of the Berkendael Site and temporarily the Evere Site, for the benefit of the European School Brussels I and the European School Brussels II respectively.

In April 2024, the Belgian Council of Ministers decided to develop the fifth school project via a public-private partnership, with a view to opening the fifth school by the start of the September 2030 school year, from nursery up to secondary 5. According to current forecasts drawn up by the European Schools, the total school population should reach 16,119 pupils by this date.

This project assumes that the resources provided by the provision of the Evere Site for the European School Brussels II will be used effectively.

The Belgian Council of Ministers also approved a feasibility study for works aimed at increasing the capacity of the European School Brussels II - Woluwe Site by an additional 200 pupils.

By a letter dated 14 June 2024 signed by the Prime Minister of Belgium, the Secretary of State responsible for the Buildings Agency, and the Minister-President of the Brussels-Capital Region, the Belgian authorities clarified the temporary nature of the Evere Site of the ES Brussels II. The Evere Site is located on a piece of land belonging to the Belgian Defence; which is part of a 'Master Development Plan' ('PAD'), approved on 2 May 2024 by the Government of the Brussels-Capital Region. This plan aims to develop a more urban vision for this site.

According to the letter's signatories, whilst the Belgian Buildings Agency has no control over the future development of the site and a permanent status cannot be granted to the Evere Site for national legislative reasons, the high-level political commitment assures that solutions will be sought to ensure the continued use of the Evere Site at least until 2037.

As regards the extension of the planned infrastructures, the following considerations have drawn the attention of the Steering Committee of the Brussels European Schools:

- The finding that the theoretical capacity of the existing Schools has been exceeded, across all sites except the Evere Site of the Brussels II European School.

² The "campus" approach consisting in creating the fifth School to accommodate only secondary pupils was ruled out to the extent that it would have been necessary for the Belgian State to invest massively in the infrastructure of the other existing schools to be adapted, with the consequence of delaying delivery of the fifth school.

This level of overcrowding is more evident in the secondary cycle than in the nursery and primary cycles at the four sites hosting the secondary cycle. However, it is particularly apparent at the Woluwe Site of the European School Brussels II and at the European School Brussels III.

- The buildings at the Berkendael and Evere Sites are only suited to accommodate pupils in the nursery and primary cycles. Their availability therefore reduces pressure on these teaching cycles, but not on the secondary cycle. This means that it is necessary to rationalize the distribution of new enrolments in the lower cycles between different schools to optimise the accommodation capacities of these two sites. There is also a need to gradually phase out classes in the nursery and primary cycles at the other European schools, where possible, to enable a wider accommodation of pupils in the secondary cycle.
- A more efficient way to use pedagogical resources must be found in order to limit the cost in terms of hiring staff. This begins, above all, with intelligent distribution of the language sections between the various sites/schools.

In view of the opening of the fifth school, which is scheduled for September 2030, the European Schools are doing their utmost in the meantime to fulfil their primary role and offer every category I pupil a place in one of the Brussels schools/sites. However, there is no guarantee that they will be able to meet this target due to the constraints on existing infrastructure.

The Board of Governors invited the Central Enrolment Authority to gradually adapt the enrolment policies with a view to achieving the following objectives:

- For the European Schools of Brussels I and II, which have two sites, the initiative set up in the 2023-2024 school year should be continued, avoiding the need for an existing language section in the nursery and primary cycles on both sites, and putting an end to parallel structures. To this end, their consolidation and migration to the Berkendael and Evere Sites respectively must be continued.

At the European School Brussels I, the nursery and primary cycles of the EN and IT language sections migrate to the Berkendael Site, while those of the DE language section migrate to the Uccle Site.

Only the FR and ES sections continue to be distributed over the two sites at Uccle and Berkendael in order to maintain a balanced distribution between these two sites.

Taking into account the enrolment policies of the previous two school years, we have observed between 14 October 2022 and 15 October 2024, a substantial decrease in the nursery and primary school population at the Uccle Site (- 130 pupils) and, combined with other factors³, an increase in the same population at the Berkendael Site (+ 81 pupils). The classes that remain open, until all pupils have been fully migrated, have been grouped vertically.⁴ The nursery class (N1+N2) of the IT section at the Uccle Site has been closed in 2024-2025.

³ Like the development of certain language sections still in the process of being set up.

⁴ In 2023-2024, the P1 and P2 classes of the DE section of the EEB1-BRK migrating to l'EEB1-UCC have been vertically grouped, and in 2024-2025, the P2 and P3 classes will follow. In 2024-2025, the P1

This will increase the capacity of the Uccle Site at secondary level.

At the European School Brussels II, the nursery and primary cycles of the DE, EN, FR and IT language sections are migrating to the Evere Site.

Taking into account the enrolment policies of the previous two school years, we have observed between 14 October 2022 and 15 October 2024, a substantial decrease in the nursery and primary school population at the Woluwe site (- 338 pupils) and, combined with other factors⁵, an increase in the same population at the Evere Site (+ 278 pupils). The classes that remain open on the Woluwe Site, until all pupils have been fully migrated, have been grouped vertically⁶.

In addition, thanks to the consolidation of classes at the EEB2 - Woluwe Site, it has been possible to increase the capacity of the secondary cycle by freeing up (approximately) 200 places in the primary cycle.

This has enabled the Evere Site's capacity of 1,500 theoretical pupils (771 pupils are enrolled at this site) to be used, and has increased the Woluwe Site's capacity for the secondary level

- At its meeting of 3, 4 and 5 December 2024 the Board of Governors of the European Schools agreed to accelerate the consolidation of the DE, EN, FR and IT language sections and the earlier 'en bloc' transfer of the FI, LT, NL, PT and SV language sections, thus establishing the entire nursery and primary cycle of the EEB2-WOL Site at the EEB2- EVE Site in 2026 at the earliest, (2028 at the latest), on the condition that the Belgian authorities provide a written statement no later than by the end of February 2025 on the availability of the EVE Site, or to make available an alternative Site (at a similar distance to the WOL Site) proposed by the Belgian authorities.
- The principle of pedagogical continuity, combined with the increased integration of the complementary sites (Berkendael and Evere) into the Brussels I and II Schools, means that a pupil enrolled at the Berkendael Site will, in principle, continue their secondary education at the Uccle Site⁷, while a pupil enrolled at the Evere Site will continue their secondary education at the Woluwe Site, as long as the language section is available there.
- These principles also imply that the concept of sibling protection should be adjusted to find the right balance between the interests of pupils and their families on the one hand, and those of the organisation and management of the European Schools on the other, in such a way that they cannot be viewed as disproportionate, but on the contrary

and P2 classes of the EN and IT sections of EEB1-UCC migrating to EEB1-BRK have been vertically grouped.

⁵ Like the development of certain language sections still in the process of being set up.

⁶ In 2023-2024, the P1 and P2 classes in the IT section of EEB2-WOL migrating to EEB2-EVE have been vertically grouped. In 2024-2025, the P1 and P2 classes of the DE, EN and IT sections of EEB2-WOL migrating to EEB2-EVE have been vertically grouped.

⁷ For pupils enrolled at the Brussels I European School - Berkendael Site prior to the 2021-2022 school year, transfer to the Brussels II - Woluwe Site, Brussels III or Brussels IV Schools is permitted, provided that the application is submitted during the first enrolment phase.

necessary to achieve an important objective aimed at easing the problem of overcrowding in the European Schools.

- Consequently, new joint enrolments at the Brussels I European School and at the Brussels II European School involve enrolling siblings at the same school but not necessarily at the same site if they are enrolled in different cycles for nursery and primary, on the one hand, and secondary on the other. Thus, in the case of siblings requesting joint enrolment, where one sibling begins their education in the secondary cycle and one sibling begins their education in the nursery or primary cycle, while for the second child(ren) the language section and level are open at Berkendael or at Evere, the children will be educated at the same school but not on the same site⁸, except in the case of particular circumstances.
- Similarly, the brothers and sisters of children in the secondary cycle at the Uccle and Woluwe Sites, to be enrolled in the nursery and primary cycles (regrouping of siblings), will be accommodated at the Berkendael and Evere Sites, provided that the language section and level are open there⁹, except in the case of particular circumstances.
- In the European Schools of Brussels I and II, a more flexible approach to the protection of siblings by teaching cycle - nursery and primary cycles on the one hand and secondary cycle on the other - is essential in order to be able to fill the Evere Site¹⁰ and stabilise the Berkendael Site while at the same time freeing up the necessary space at the main Sites of Uccle and Woluwe in order to be able to accommodate more secondary pupils.
- Maintaining multiple language sections at multiple sites must meet objective criteria, namely a minimum number of pupils to justify maintaining the language section at a given school.
- Each school must offer a minimum of four different language sections to maintain its multicultural identity, including at least one of the three vehicular language sections (DE, EN and FR).
- The objective is to reduce or even eliminate the number of pupils with SWALS status, notably by extending the language sections into the secondary cycle, according to the Gaignage criteria, where they currently only exist in the nursery and primary cycles.

By decision of the Board of Governors of 12, 13 and 14 April 2023 (2023-01-D-66-en-4), the LV and SK language sections have been extended to the secondary cycle of the Brussels I European School - Uccle Site.

By decision of the Board of Governors of 5, 6 and 7 December 2023, the SL language section is opened, starting with the nursery cycle in 2024-2025, and temporarily located on the Uccle Site in view of its limited number of pupils, with a view to being

⁸ This principle does not apply to the DE, ES and FR language sections of the Brussels I European School.

⁹ This principle does not apply to the DE, ES and FR language sections of the Brussels I European School.

¹⁰ Incidentally, this is a condition that has been imposed by the Belgian authorities.

transferred en bloc to the European School Brussels I - Berkendael Site when the European School Brussels V opens.

- When the fifth school opens, currently programmed for September 2030, existing language sections at other sites will be transferred there (or will be transferred to other sites as part of a global reorganisation), which means that it is necessary, as of now, to inform pupils' legal representatives and prepare deployment of the sections concerned. Consequently, the EL satellite classes of the European School Brussels I - Berkendael Site in the nursery and primary cycles will be transferred to the European School Brussels V. The IT and NL language sections of the European School Brussels IV will also be transferred (up to S5 only). The nursery and primary cycles of the SL language section will be transferred at that time to the European School Brussels I - Berkendael Site.

The principle of pedagogical continuity will be observed by cycle, as phasing out or transferring a language section might involve moving a complete teaching cycle (nursery, primary or secondary) of a language section to another school or another site. Specific arrangements will be made to limit the relocation of S6 and S7 European Baccalaureate preparatory classes, particularly in order to maintain the necessity to guarantee the availability of options.

3. Method

In order to achieve the aforementioned objectives, it has been decided to continue with what has been in place since the 2023-2024 and 2024-2025 school years:

1. Consequently, the progressive migration of the nursery and primary cycles of the EN and IT language sections away from the Uccle Site and their concentration at the Berkendael Site of the Brussels I European School is ongoing. As such, no new enrolment applications will be accepted for the nursery and primary cycles of the EN¹¹ and IT language sections at the Uccle Site, except in the case of particular circumstances or regrouping of siblings within the same teaching cycle, and provided that the level requested is open. Joint applications submitted for siblings distributed across different cycles of these language sections will be accommodated at the Brussels I European School at the corresponding sites, except in case of particular circumstances and provided that the level requested is open. Brothers and sisters of children already enrolled at the Uccle Site in the secondary cycle, who are to be schooled in the nursery or primary cycles, will be accommodated at the Berkendael Site. The voluntary transfer of pupils in the nursery and primary cycles of these language sections from the Uccle site to the Berkendael Site is permitted.
2. The progressive migration of the nursery and primary cycles of the DE language section from the Berkendael Site and its concentration on the Uccle Site is also ongoing. Consequently, no new enrolment applications will be accepted for the nursery and primary cycles of the DE language section at the Berkendael Site, except in the case of particular circumstances or regrouping of siblings within the same teaching cycle, and provided that the level requested is open. Joint applications submitted for siblings

¹¹ This also applies to Maltese pupils.

distributed across different cycles will be accommodated at the Brussels I European School, solely at the Uccle Site. The voluntary transfer of pupils in the nursery and primary cycles of the DE language section from the Berkendael Site to the Uccle Site is permitted.

3. The progressive migration of the nursery and primary cycles of the DE, EN, FR and IT language sections away from the Woluwe site and their concentration at the Evere Site of the Brussels II European School is continuing, provided that the levels are open there. Consequently, no new enrolment applications in the nursery and primary cycles of the DE, EN, FR and IT language sections will be accepted at the Woluwe Site, except particular circumstances or regrouping of siblings within the same teaching cycle, provided that the level requested is open. Joint applications submitted for siblings distributed across different cycles of these language sections will be accommodated at the Brussels II European School at the corresponding sites, except in the case of particular circumstances. Brothers and sisters of children already enrolled at the Woluwe Site in secondary level, who are to be enrolled in the nursery and primary cycles, will be accommodated at the Evere Site. The voluntary transfer of pupils in the nursery and primary cycles of these language sections from the Woluwe site to the Evere Site, to the levels that are open there, is permitted.
4. The secondary cycle of the LV and SK language sections will be accommodated at the Brussels I European School - Uccle Site, starting in 2024-2025 with levels S1 and S2. P5 pupils from these sections enrolled at the Brussels I European School - Berkendael Site will be able to continue their education at the Brussels I European School - Uccle Site without having to submit an application for transfer. In addition, SWALS LV and SK pupils will be accommodated at the European School Brussels I - Uccle Site in classes that are not yet open in the language sections affected.
5. The SL language section will be temporarily accommodated at the European School Brussels I - Uccle Site until the opening of the fifth school, when the section will be transferred to the European School Brussels I - Berkendael Site.
6. In 2030, the Brussels V European School will offer the following language sections: EL, FR, IT, NL and possibly EN, depending on the number of applications to be accommodated. Parents of pupils are informed that the EL satellite classes at the Brussels I European School - Berkendael Site, as well as the IT and NL language sections of the Brussels IV European School will be transferred there.

Pupils enrolled in EL satellite classes at EEB1-BRK will be transferred to EEB5 as soon as it opens.

However, siblings of pupils enrolled in an EL satellite class at EEB1- BRK before the 2023-2024 school year will not be transferred to the European School Brussels V but will continue their schooling at EEB3.

Pupils who are already enrolled at EEB3 when EEB5 opens will not be transferred to the new school, even if they were previously enrolled in satellite classes at EEB1-BRK. This also applies to siblings.

Pupils enrolled in the IT and NL language sections of EEB4 will be transferred to EEB5 as soon as it opens, until S5 only.

Special arrangements, taking into account the choice of options, will be implemented for S6 and S7 classes preparing for the European Baccalaureate.

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7. Given the growing difficulties in recruiting teaching and administrative staff, the attractiveness of positions at the European Schools should be increased by accepting that offering a full-time employment contract for a minimum of one school year in a teaching (seconded or locally-recruited) or administrative and ancillary member of staff (excluding AAS of the OSG) should be considered a special priority criterion permitting the children of this member of staff to be enrolled at the school at which the latter carries out his/her professional activities, as long as there are places to be filled.
 8. The favourable measures for reception of Ukrainian pupils remain in place, in accordance with the decisions of the Board of Governors of 6, 7 and 8 December 2022. Their applications will be handled following the award of places to category I and II* applicants¹².

Integrating the two sites of the Brussels I and II European Schools and planning the structure of the future Brussels V European School shall lead to targeted measures being taken for each school group: school/site, language section, teaching level.

Different thresholds could be adopted by the Central Enrolment Authority, both in the editing of the Policy on Enrolment and during the enrolment sessions, according to the language sections and the cycles.

On the basis of the overall analysis of pupil numbers, the structure of classes is defined by the Central Enrolment Authority and may be adjusted during the enrolment session.

Applicants for enrolment and transfer will be invited to submit their application exclusively online, on the Brussels European Schools enrolment portal, something which will rationalise the formulation of enrolment and transfer applications and, hence, will facilitate their handling.

Organisation of the enrolment session in a first mandatory phase, followed by a second and third phases restricted to limited scenarios, must be maintained.

The reason is that the obligation for the majority of enrolment applications to be submitted in the first phase allows better management of the session, by curtailing the organisational difficulties in the weeks immediately preceding the beginning of the school year (difficulty in creating new classes at the end of the enrolment session, too little time to recruit teachers, giving up places awarded, in particular).

Consequently, as was the case in the previous school year, category I and II* applicants for enrolment and transfer, who are in post in the European¹³ Institutions on 31 December 2024, for a minimum period of one year, will be invited, as a **mandatory** requirement, to submit their application during the first phase. Except in duly substantiated cases of force majeure, the second and third phases will be restricted solely to applicants for enrolment taking up their posts in the European Institutions¹³ in Brussels after 31 December 2024 (whatever the reason: new recruitment, transfer from another site, return to work, etc.), and to applicants for enrolment whose children were being educated outside Belgium during the 2024-2025 school year. As for category II and III enrolment and transfer applicants, they will be invited to submit their applications during the second or third phase only.

¹² Hereinafter, category II pupils from P1 onwards whose parents are members of staff of Eurocontrol are referred to as "category II* pupils".

¹³ Or engaging in a professional activity conferring entitlement for their children to be considered as category I and II* pupils.

In order to optimise their handling, there will be a random ranking of applications in phase I as well as phase II and phase III.

Appropriate information about the submission of online applications, the obligation to submit applications in the first phase (except for limited scenarios in the second and third phases) and the time periods and closing dates applicable will be circulated by the Schools (via their individual websites and the Office of the Secretary-General of the European Schools' website) so that applicants for enrolment or transfer shall be kept informed. Collaboration is required on the part of the Parents' Associations and, in particular, the European Commission's DG Human Resources.

In addition, the CEA's legitimate forecasts can be thwarted by the decisions of pupils' parents, particularly when they give up a place that they have been awarded and have accepted¹⁴. Special information is thus circulated in the schools urging:

- parents of pupils currently enrolled in the European Schools shall notify the latter as early as possible, and not later than 25 June 2025 of any plans to terminate the child's schooling in the system (to fine-tune the "shift" figures);
- applicants for enrolment who have accepted a place shall notify the CEA without delay should they be planning to give up the place, thus enabling these available places to be recovered or filled.

After handling applications with a special priority criterion and applications for enrolment for single language sections, dealing with joint applications - first those including at least one secondary level pupil, then the others - before applications for the enrolment of single pupils worked well and enabled the use of the reserve to be optimised. Applicants for enrolment are informed that, at the Brussels I and II European Schools, joint applications for children distributed across different teaching cycles, nursery and primary on the one hand and secondary on the other, may lead to their enrolment at two different sites.

Consequently, in so far as logistical constraints and the rules governing distribution of pupil numbers so permit:

- Applicants should be required to express an order of preference for the 6 schools/sites in the nursery and primary cycles and 4 schools in the secondary cycle;
- Submission of enrolment and transfer applications during the first phase should be made mandatory;
- The second and third phases will be restricted solely to the following limited scenarios:
 - o applicants for enrolment taking up their posts in the European Institutions¹⁵ after 31 December 2024,
 - o applicants for enrolment whose children were being educated outside Belgium during the 2024-2025 school year,
 - o and applicants who were prevented absolutely from submitting their application file during the first phase on account of a duly justified case of force majeure;
- an order for dealing with applications, for each phase, established once a random ranking has been produced, should be determined;

¹⁴ In 2024-2025, 302 withdrawals were recorded, i.e. offers of places initially accepted and then subsequently cancelled by the applicants.

¹⁵ Or engaging in a professional activity conferring entitlement for their children to be considered as category I and II* pupils.

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- the threshold for places available will be set at 20 pupils for classes in the nursery and primary cycles and at 25 pupils for classes in the secondary cycle;
 - following the 'shift' of pupils enrolled in P5 at EEB1-BRK¹⁶ and at EEB2 – EVE, applications for the transfer of pupils enrolled at EEB1-BRK and registered before the 2021-2022 school year in EEB2 - WOL, EEB3 or EEB4 will be dealt with first and foremost;
 - Transfers from one school/site to another school/site are permitted, even if they are not based on particular circumstances, for certain specific school groups:
 - to allow the transfer of pupils in the EN and IT language sections of EEB1-UCC to EEB1-BRK to the levels that are open there,
 - or to allow the transfer of pupils in the DE language section of EEB1-BRK to EEB1-UCC,
 - or to allow the transfer of pupils in the DE, EN, FR and IT language sections of EEB1-UCC, EEB1-BRK, EEB2-WOL and EEB3 to EEB2-EVE to the levels that are open there;
 - or to allow the transfer of Estonian SWALS pupils attending EEB2-WOL to EEB4,
 - or to allow the transfer of Latvian SWALS pupils attending EEB2- WOL to EEB1,
 - or to allow the transfer of Slovakian SWALS pupils attending EEB3 to EEB1,
 - or to allow brothers and sisters to attend the same school (but not necessarily the same site),
 - After places have been awarded to pupils with special priority criteria, the places available in each class will first be awarded to applicants who have submitted joint applications for enrolment, then to applicants who have submitted an application for the enrolment of a single pupil only, in so far as places are available, then those of the reserve.

4. In view of:

- The availability of the Berkendael Site of the Brussels I European School and the Evere Site of the Brussels II European School, pending provision of the definitive infrastructure of the fifth school;
- The finding that the Brussels I - Uccle and Berkendael Sites, Brussels II - Woluwe Site, Brussels III and Brussels IV European Schools have largely reached the maximum limit of the number of classrooms available, particularly in the secondary cycle;
- The growth in the number of secondary cycle pupils, which requires the logistical resources of the Brussels I - Uccle Site, Brussels II - Woluwe Site, Brussels III and Brussels IV European Schools, to be allocated thereto;
- The need to make the concept of sibling group protection more flexible, in a way that is proportionate to the stated objectives;
- The planning of the future Brussels V European School for the 2030 school year;

¹⁶ The shift will be performed automatically in S1:

- for pupils in the DE, EN, ES, FR, IT, LV and SK sections to EEB1-UCC,
- for students from the EL section to EEB3 (and their siblings, if they request a transfer, provided there is a place to be filled).

The Board of Governors hereby mandates the Central Enrolment Authority to adopt a Policy on Enrolment in the Brussels European Schools and all measures designed to put it into practice and to make optimum arrangements for the conduct of the enrolment session for the beginning of the 2025-2026 school year.

The Board of Governors hereby sets the following objectives, which are not classified in any particular order of priority:

- Use the resources available at the six existing schools/sites in order to lessen, as far as possible, the overcrowding of the schools as a whole and to guarantee their proper pedagogical operation.
- Strengthen the numbers of pupils in EEB2-EVE in the DE, EN and IT language sections and stabilise the numbers in the FR section by accepting no more enrolments in the nursery and primary cycles of the DE, EN, FR and IT language sections at EEB2-WOL in the classes that are open, except in the case of particular circumstances or regrouping of siblings within a given cycle.
- Stabilise the numbers of pupils in EEB1-BRK by accepting no more enrolments in the nursery and primary cycles of the EN¹⁷ and IT language sections at EEB1-UCC, in the classes that are open, except in the case of particular circumstances or regrouping of siblings within a given cycle.
- Ensure the consolidation of the DE language section at EEB1-UCC by accepting no more enrolments in the nursery and primary cycles of this language section at EEB1-BRK in the classes that are open, except in the case of particular circumstances or regrouping of siblings within a given cycle.
- Distribute the pupil population across both the six sites and the language sections, in strict compliance with Article 47(e) of the General Rules.
- In line with the European Schools' Language Policy, ensure access to ONL (other national language) courses for pupils:
 - of Finnish origin for Swedish or Finnish ONL courses organised at EEB2-WOL;
 - of Maltese origin for Maltese ONL courses at organised EEB1;
 - of Irish origin for Irish ONL courses.
- Enrol all category I pupils for whom an application is made to one of the Brussels European Schools, provided that they comply with the rules of the Enrolment Policy and that the schools/sites have the infrastructure required to accommodate them in compliance with the Host State's safety and security standards.
- Maintain the favourable measures for accommodating Ukrainian pupils, in accordance with the decisions of the Board of Governors of 6, 7 and 8 December 2022. Their applications will be handled following the award of places to category I and II* applicants.
- Enrol category II pupils in accordance with the terms of the contracts already in force, as well as children of the international civilian staff of NATO and UN employees (international civil servants) (in the conditions appearing in Annex I), provided that the schools/sites have the infrastructure required to accommodate them in compliance with the Host State's safety and security standards.
- Restrict the enrolment of category III pupils to the siblings of present pupils, abiding

¹⁷ This also applies to Maltese pupils.

strictly by the decisions of the Board of Governors concerning this category of pupils, bearing in mind the demographic pressure on the Brussels Schools.

- With the aim of preserving the benefit of previous enrolment policies, restrict transfers to cases justified by particular circumstances. However:
 - Organise automatic shifts initially and in the first phase:
 - After the 'shift' of pupils enrolled in P5 at EEB1-BRK¹⁸ and EEB2-EVE in the 2024-2025 school year;
 - the transfer of pupils enrolled in P5 at EEB1-BRK during the 2024-2025 school year (but enrolled prior to the 2021-2022 school year) to EEB2-WOL, EEB3 and EEB4, according to the order of preference expressed and provided that there is a place to be filled (and members of their group of siblings, if a request to that effect is made at the time of their enrolment or transfer).
 - Subsequently, during the three phases, organise authorised voluntary transfers, without any particular justification and provided there is a place to be filled:
 - from the EN and IT language sections of EEB1-UCC to EEB1-BRK;
 - from the DE language section of EEB1-BRK to EEB1-UCC;
 - from the DE, EN, FR and IT language sections of EEB1-UCC, EEB1-BRK, EEB2-WOL and EEB3 to EEB2-EVE, to the levels that are open there;
 - for Estonian SWALS pupils attending EEB2-WOL to EEB4;
 - for Latvian SWALS pupils attending EEB2-WOL to EEB1;
 - for Slovak SWALS pupils attending EEB3 to EEB1;
 - for a pupil enrolled up to S5 at a different school from a member of his or her group of siblings, so that the children will attend the same school (but not necessarily the same site), provided that there is a place to be filled and that the class, the language section and the year group are open there.

abiding by the following principles:

- Guarantee the schooling at the same school - although not necessarily the same site, in the case of the Brussels I and II¹⁹ European Schools - where the year groups of the language sections requested are open; firstly, for category I or II pupils for whom a new enrolment application is submitted and, secondly, for their siblings who attended that school during the 2024-2025 school year, provided that the applicants submit their application during the first enrolment phase. In the second and third enrolment phases, this guarantee will be given provided that there is a place to be filled.
- Provide schooling at the same school where the year groups of the language sections or classes requested are open, although not necessarily that of their choice - nor at the same site, in the case of the Brussels I and II European Schools - for children belonging to the same group of siblings who are enrolled simultaneously for the first time, provided

¹⁸ The shift will be performed automatically in S1:

- for pupils in the DE, EN, ES, FR, IT, LV and SK sections to EEB1-UCC;
- for students from the EL section to EEB3 and their siblings, if they request a transfer, provided there is a place to be filled.

¹⁹ In accordance with the objectives set out above, regrouping of siblings at the Brussels I and II European Schools takes place within the same teaching cycle.

that the applicants for enrolment make a request to that effect and that places are available at the same school/site, in accordance with the thresholds defined below, for all the members of the group of siblings.

- Guarantee return to the school where the pupil spent at least one full school year before the change in the place of employment in the interest of the service decided by the appointing authority provided for in Article 7(1) of the Staff Regulations of Officials of the EU²⁰, before the secondment authorised in the interest of the service within the meaning of Articles 37a and 38 of the said Staff Regulations or before travel authorised under programmes decided by the European Commission (for example, "*EU fellowships*")²¹ and equivalent programmes established by other EU institutions, during the first enrolment phase. In the second and third enrolment phases, this guarantee will be given provided that there is a place to be filled.
- Guarantee, for pedagogical reasons, return to the school that they attended prior to a period of study abroad for pupils applying for enrolment in secondary years 5 and 6, provided that:
 - the pupil attended the school at which enrolment is requested for at least one full school year before they left to study abroad;
 - the period of study outside Belgium was not longer than one school year;
 - the school expressly approves the pupil's return;
 - the application is submitted during the first enrolment phase.

In the second and third enrolment phases, this guarantee will be given provided that there is a place to be filled.

- Guarantee the taking into consideration of particular circumstances characterising and differentiating the case of the pupil concerned in accordance with the definition given to this concept in previous Enrolment Policies and the case law of the Complaints Board.
- In order to maintain the appeal of the positions offered by the European Schools, ensure that a child can attend the school where one of his/her parents is employed full-time for at least one year, provided there is a place to be filled.
- Guarantee legal protection for enrolment and transfer applicants by retaining redress procedures allowing them to lodge appeals with the Complaints Board of the European Schools seeking annulment of a decision in the event of a procedural irregularity affecting the contested decision or the emergence of new facts, and also review applications submitted to the CEA, solely in the event of a new and relevant fact that emerged after the contested decision was taken.

²⁰ Council Regulation (EEC, Euratom, ECSC) No 259/68, OJ L 56, 4.3.1968, p. 1.

²¹ For staff subject to the Staff Regulations of EU Officials, the relevant text is the Commission Decision of 27.9.2017 on the general provisions for implementing Articles 11, 12 and 13 of Annex VII to the Staff Regulations of Officials (mission expenses) and on authorised travel - Guide to missions and authorised travel, point 3.

adopting in particular the following provisions for the enrolment of pupils without a special priority criterion for multiple language sections:

- In order to distribute the pupil population of the schools/sites and to maintain balance among them, new pupils will be enrolled up to a maximum of 20 places available for classes in the nursery and primary cycles and 25 in the secondary cycle.

Places will be offered in accordance with the following table, where the infrastructure is designated as follows: EEB1-UCC (*Uccle Site*), EEB1-BRK (*Berkendael Site*), EEB2-WOL (*Woluwe Site*), EEB2-EVE (*Evere Site*), EEB3 and EEB4:

DE	Nursery cycle,	EEB1-UCC, EEB2-EVE, EEB3, EEB4
	Primary cycle	
	Secondary cycle	
EN	Nursery cycle,	EEB1-BRK, EEB2-EVE, EEB3, EEB4
	Primary cycle	
	Secondary cycle	EEB1-UCC, EEB2-WOL, EEB3, EEB4
FR	Nursery cycle,	EEB1-UCC, EEB1-BRK, EEB2-EVE, EEB3, EEB4
	Primary cycle	
	Secondary cycle	EEB1-UCC, EEB2-WOL, EEB3, EEB4
IT	Nursery cycle,	EEB1-BRK, EEB2-EVE, EEB4
	P1 to P4	
	P5	EEB1-BRK, EEB4
Secondary cycle	EEB1-UCC, EEB2-WOL, EEB4	
NL	Nursery cycle,	EEB2-WOL, EEB3, EEB4
	Primary cycle,	
	Secondary cycle	
ES	Nursery cycle,	EEB1-UCC, EEB1-BRK, EEB3
	Primary cycle	
	Cycle secondaire	EEB1-UCC, EEB3
EL	Nursery cycle,	EEB1-BRK (classes), EEB3
	Primary cycle	
	Secondary cycle	EEB3

The Central Enrolment Authority has the right to adapt the structure and the distribution of the classes appearing in Annex II.

During each phase, according to the order of the random ranking, the places available for category I and II* pupils will be awarded in the following order:

1. transfer of pupils in P5 at EEB1-BRK during the 2024-2025 school year (but enrolled before the 2021-2022 school year) for the secondary cycle to EEB2-WOL, EEB3 and EEB4, in accordance with the arrangements set out above;
2. category I and II* pupils for whom an application has been submitted for a place in a single language section, SWALS pupils and pupils requesting instruction in an ONL (other national language);

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3. category I and II* pupils who have a special priority criterion (regrouping of siblings, return from assignment, return from a period of study abroad, particular circumstances),
 4. category I and II* pupils for whom a duly justified voluntary or permitted transfer application has been submitted,
 5. category I and II* pupils for whom joint applications for enrolment, including at least one in the secondary cycle, have been submitted, for which places are available in the first preference school, then at the subsequent schools - but not necessarily at the same site, in the case of the Brussels I and II European Schools,
 6. category I and II* pupils for whom joint applications for enrolment in the nursery and primary cycles have been submitted, for which places are available in the first preference school/site, then at the subsequent schools/sites,
 7. category I and II* pupils for whom an application for enrolment in the secondary cycle for a single pupil has been submitted, for which places are available at the first preference school, then at the subsequent schools,
 8. category I and II* pupils for whom an application for enrolment in the nursery and primary cycles for a single pupil has been submitted, for which places are available at the first preference school/site, then at the subsequent schools/sites,
 9. Ukrainian pupils.

Except in duly justified cases of force majeure and in accordance with the concept developed by the case law of the Complaints Board of the European Schools, only members of the staff of the European²² Institutions conferring entitlement to category I and who will be taking up their posts in Brussels (whatever the reason: new recruitment, transfer from another site, return to work, etc.) after 31 December 2024, and those whose children were being educated outside Belgium during the 2024-2025 school year, may submit their application during the second or third phases.

In the second and third enrolment phases, following the award of places to Category I and II* pupils in the order outlined above, the following places shall be awarded:

1. category II pupils, in compliance with the special arrangements concluded with the European Schools, who have special priority criterion, and according to the order for dealing with applications referred to above;
2. pupils whose parents are members of NATO's civilian staff or are UN employees who have a special priority criterion, and according to the order for dealing with applications referred to above;
3. category III pupils.

Except in duly justified exceptional situations affecting the pupil concerned, after the end of the third phase, only applications for the enrolment of category I and II* and category II children being educated outside Belgium⁺, one of whose legal representatives is taking up his/her post in Brussels in the European Institutions, Eurocontrol, NATO, the UN or with the employer with whom the category II agreement has been established, or is settling in Brussels on a long-term basis, will be admissible during the school year.

²² Or engaging in a professional activity conferring entitlement for their children to be considered as category I and II* pupils.

⁺ with an agreement already in force with one or more Brussels Schools.

Such in-year enrolments will be accepted only restrictively. When they are admissible, the CEA sets the start date for the pupil's schooling.

In-year transfer applications will also be accepted only restrictively, solely on the basis of particular circumstances occurring after the end of the third enrolment phase. Applications for transfers during the school year shall also be accepted on a restrictive basis, solely on the basis of particular circumstances occurring after the end of the third enrolment phase.

ANNEX I

Children of civilian staff of NATO (international civilian staff) are pupils covered by an April 1987 decision of the Board of Governors involving particular rights (priority for admission purposes) and obligations (payment of specific school fees), so that they are akin to category II pupils. However, the Board of Governors clearly decided that unlike category II pupils, they would not be entitled to automatic admission but would simply have priority in relation to category III pupils.

Children of UN employees with international civil servant status will be admitted subject to the same conditions, in accordance with the decision taken by the Board of Governors at its meeting of 16-18 April 2013.

Abiding by the decisions of the Board of Governors,

1. the admission of the children of civilian staff of NATO and UN employees (international civil servants) cannot entail division of a class;
2. these applications are dealt with after the admission of category I pupils and of other category II pupils, but before applications for the enrolment of category III pupils;
3. for the 2025-2026 school year, places at the Brussels schools/sites will be awarded in compliance with the general enrolment rules.

ANNEX II

Structure of the schools/sites: distribution of classes for the 2025-2026 school year

EEB1-UCC: Brussels I European School - Uccle Site

	DA	DE	EN	ES	FR	HU	IT	LV	PL	SK	SL	Total
Nursery (N1 + N2)	1	1	1	1	2	1	1	BRK	1	BRK	1	9
P1	1	1	1	1	2	1	1	BRK	1	BRK	1	9
P2	1	1	1	1	2	1	1		1		9	
P3	1	1	1	1	2	1	1		1		9	
P4	1	1	1	1	2	1	1		1		9	
P5	1	1	1	1	2	1	1		1		9	
<i>Subtotal</i>	5	5	5	5	10	5	4		5			45
S1	1	2	2	2	5	1	2	1	1	1		18
S2	1	2	2	1	6	1	1	1	1	1		17
S3	1	1	1	1	6	1	1	1	2	1		16
S4	1	2	2	1	5	1	1		2			15
S5	1	1	2	1	5	2	1		2			15
S6	1	1	2	1	5	1	1		2			14
S7	1	1	2	1	5	2	1		2			15
<i>Subtotal</i>	7	10	13	8	37	9	8	3	12	3		110
Total	13	16	19	14	49	15	12	3	18	3	1	164

EEB1-BRK: Brussels I European School - Berkendael Site

	DE	EN	ES	FR	IT	LV	SK	Total	EL *	Total
Nursery (N1 + N2)	1	1	1	2	1	1	1	8	2	10
P1	1	1	1	2	1	1	1	8	1	9
P2	1	1	1	2	1	1	1	8	1	9
P3	1	1	1	2	1	1	1	8	1	9
P4	1	1	1	2	1	1	1	8	2	10
P5	1	1	1	3	1	1	1	9	1	10
<i>Subtotal</i>	5	5	5	11	5	5	5	41	6	47
Total	6	6	6	13	6	6	6	49	8	57

* EL = satellite classes

Given the overcrowding at the Schools, the Central Enrolment Authority has the right to adapt this structure to make optimal use of the sites at its disposal. The rules on grouping of classes decided by the Board of Governors¹ apply.

¹ Document 2019-04-D-13-en available at www.eursec.eu

EEB2-WOL: Brussels II European School – Woluwe Site

	DE	EN	FI	FR	IT	LT	NL	PT	SV	Total
Nursery (N1 + N2)	1	1	1	1	1	1	1	1	1	9
P1	1	1	1	1	1	1	1	1	1	9
P2	1	1	1	1	1	1	1	1	1	9
P3	1	1	1	1	1	1	1	1	1	9
P4	1	1	1	1	1	1	1	1	1	9
P5	1	1	1	2	1	1	1	1	1	10
<i>Subtotal</i>	5	5	5	6	5	5	5	5	5	46
S1	1	1	1	5	1	1	1	1	1	13
S2	1	1	1	5	1	1	1	1	1	13
S3	1	2	1	6	1	1	1	1	1	15
S4	1	2	1	4	1	1	1	2	1	14
S5	1	1	1	5	1	1	1	1	1	13
S6	1	1	1	5	1	1	2	1	1	14
S7	1	1	1	4	1	1	1	2	1	13
<i>Subtotal</i>	7	9	7	34	7	7	8	9	7	95
Total	13	15	13	41	13	13	14	15	13	150

EEB2-EVE: Brussels II European School - Evere Site

	DE	EN	FR	IT	Total
Nursery (N1 + N2)	1	1	3	1	6
P1	1	1	3	1	6
P2	1	1	4	1	7
P3	1	1	4	1	7
P4	1	1	4	1	7
P5	1	1	3		5
<i>Subtotal</i>	5	5	18	4	32
Total	6	6	21	5	38

Given the overcrowding at the Schools, the Central Enrolment Authority has the right to adapt this structure to make optimal use of the sites at its disposal. The rules on grouping of classes decided by the Board of Governors¹ apply.

¹ Document 2019-04-D-13-en available at www.eursec.eu

EEB3: Brussels III European School

	CS	DE	EL	EN	ES	FR	NL	Total
Nursery (N1 + N2)	1	1	1	1	1	2	1	8
P1	1	1	1	1	1	2	1	8
P2	1	1	1	1	1	2	1	8
P3	1	1	1	1	1	2	1	8
P4	1	1	1	1	1	2	1	8
P5	1	1	1	1	1	2	1	8
<i>Subtotal</i>	5	5	5	5	5	10	5	40
S1	1	1	3	1	1	3	1	11
S2	1	1	2	1	1	3	1	10
S3	2	1	3	1	2	3	1	13
S4	1	1	3	1	2	3	1	12
S5	2	1	3	1	2	4	1	14
S6	1	1	3	2	2	3	1	13
S7	1	1	3	1	2	4	1	13
<i>Subtotal</i>	9	7	20	8	12	23	7	86
Total	15	13	26	14	18	35	13	134

EEB4: Brussels IV European School

	BG	DE	EN	ET	FR	IT	NL	RO	Total
Nursery (N1 + N2)	1	1	1	1	3	1	1	1	10
P1	1	1	1	1	3	1	1	1	10
P2	1	1	1	1	3	1	1	1	10
P3	1	1	1	1	3	1	1	1	10
P4	1	1	1	1	3	1	1	1	10
P5	1	1	2	1	3	1	1	1	11
<i>Subtotal</i>	5	5	6	5	15	5	5	5	51
S1	1	1	2	1	5	1	1	1	13
S2	1	1	2	1	5	1	1	1	13
S3	1	1	3	1	5	1	2	1	15
S4	1	1	3	1	6	1	1	1	15
S5	1	1	3		6	1	2	2	16
S6	1	1	3		6	1	2	1	15
S7	1	1	2		5	1	2	1	13
<i>Subtotal</i>	7	7	18	4	38	7	11	8	100
Total	13	13	25	10	56	13	17	14	161

Given the overcrowding at the Schools, the Central Enrolment Authority has the right to adapt this structure to make optimal use of the sites at its disposal. The rules on grouping of classes decided by the Board of Governors¹ apply.

¹ Document 2019-04-D-13-en available at www.eursec.eu