

Admission process International School Haarlem

The International School Haarlem caters to the needs of foreign national students who will only be spending a few years in the Netherlands, as well as Dutch students who need to be educated in an international school to ensure continuity of international education.



SCHOOL FEES

Please note that the International School Haarlem is a Dutch International School that offers education in English. Our fee structure conforms to the guidelines set by the ministry of education. You can find the school fee structure and agreement on our website or in Open Apply.

ENROLMENT CONDITIONS

Students may qualify for placement at the International School Haarlem if:

1. The student has a non-Dutch nationality/is a foreign passport holder and one of the parents/legal guardians is temporarily employed in the Netherlands. This will need to be proved by a letter from the employer or with a copy of the contract / temporary residence permit.
2. The student has a Dutch nationality and has lived and gone to school abroad for at least two years because one of the parents/legal guardians was stationed abroad.
3. The student has a Dutch nationality and has a parent/legal guardian (with whom the student will be living) who will be stationed abroad within two years and for at least two years ***this is to be proven by a written statement of intent by parent or employer.***

For children with only a Dutch nationality you must provide extra documentation to clarify the reason you wish to join an international school and not a local Dutch School, we will also require proof of Temporary Residence:

- An employer's declaration or contract stating that you intend to move countries within the next 2 years, extensions need to be approved by the Management.
- If you are self-employed you must provide evidence that you intend to leave the Netherlands within the next 2 years for business purposes, this can be in the form of an official business plan quoting your KVK number and outlining your intended leave. Alternatively a temporary work contract from the parent or a temporary residence permit from the student and parent(s) will suffice.

All applications of this nature must be individually assessed and approved by the Head of School.

Please note that we cannot accept students:

- who are permanent Dutch residents.
- who have complex special educational needs and or need support that cannot be offered

by the school.

- who need materials, equipment and/or specialised help that are not readily available.
- whose parents do not support the vision of the school.

Admission policy for children with special needs and learning support

- Reports and relevant testing details in English need to be supplied before admission.
- Details of the child's difficulties/requirements need to be clarified and discussed with the Learning Support Coordinator before admission can be confirmed.
- Internal assessment may be required before admission to the school.
- If, after a period of no less than six weeks in school, we feel we cannot meet the academic, social/emotional or physical needs of your child, we reserve the right to transfer your child to an establishment that we, the school, believe can better accommodate these needs, or ask that you do so. This may be within the Dutch system.

Step 1

Contact the school by using the Registration of Interest form available through Open Apply on the school's website providing details of your son/daughter.

Please ensure that you clearly state your proposed date of entry to the school.

The School Business Manager Assistant or Head of School will let you know if your child is admissible and you will be asked to complete step 2.

Step 2

Complete step 2 in Open Apply by completing the checklist and adding all necessary documents. The admissions office will receive all forms digitally.

Registration Fee

The non-refundable registration fee of €200 per student should be transferred to the school's bank account, along with proof of transfer. This fee is non-refundable.

Bank Details:

Bank	Rabobank
	Salomo Internationale School Haarlem
Bank address:	Dreef 40, 2012HS, Haarlem
IBAN:	NL64 RABO 0316 370 223 BIC: RABONL2U

Please clearly state: last name(s) of your child(ren) and group(s) they will be placed in

Please note that we will only process your application form if ALL the documentation is uploaded through Open Apply. For those not currently living in Holland we will request the remaining documents as soon as possible.

Children who are applying with siblings or existing students whose siblings are submitting an application need to clearly state that on the application form.

For single parent families we require documentation to state that you have sole custody or further information to explain the absence of the second parent/guardian.

When sending passport copies we require only the page with your child's full name and photograph (and for non-European students we additionally require the page showing the date of entry into Holland and visa).

If your child requires extra assistance please include as much detail as possible with the application, including any reports of assessments he/she may have had.

Step 3

If all the requested documents have been received and the application fee has been paid the school will confirm the receipt of your application. An admission interview will be arranged where feasible. When it has been established by the Head of School that the programme is appropriate for the child's needs and that a place is available admission will be confirmed. You can expect a reply within 10 working days.

The confirmation of admission is under the condition that school fees are paid within 14 days of receipt of invoice. Please refer to the school fee agreement for further details.

Step 4

Information regarding your child's first day of school and the school fees invoice will be mailed out and the invoice needs to be paid within 14 days of receipt. If payment is not received by the due date your child will be moved to the waiting list and another student may take their place.

Step 5

Upon receipt of payment into our bank account a receipt will be mailed out.

Step 6

Please upload any missing paperwork relating to your stay in the Netherlands before the first day of school or as soon as available.