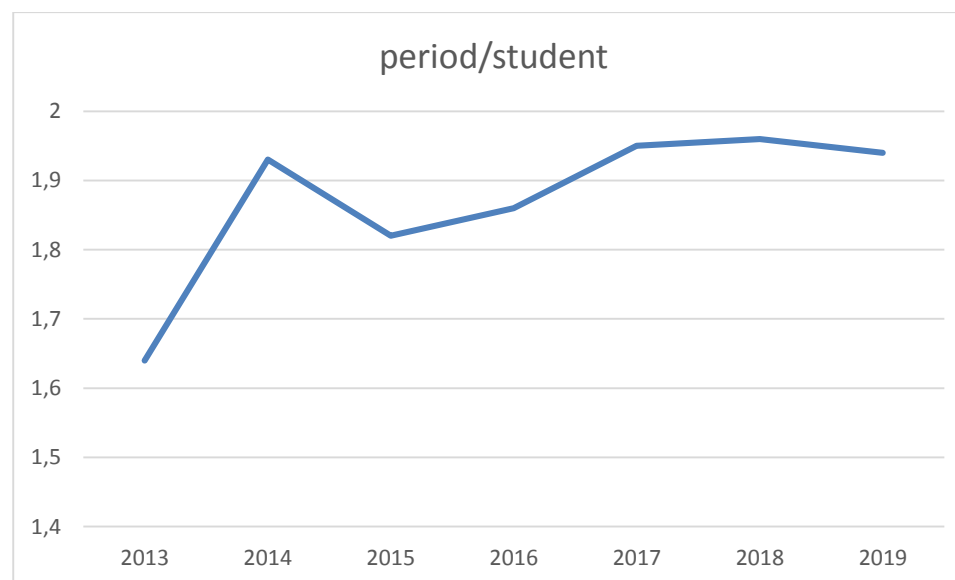


ES BRUSSELS IV SCHOOL PLAN 2016

The European School Brussels 4 continues to expand. As estimated in the school plan 2015, the number of students on 2nd of December 2016 was 2708, divided into 110 classes. The sections DE, FR, EN, IT have reached the highest level S7 and Brussels IV will organize the first Baccalaureate exams in June 2017. The school continues to grow vertically (sections BG, EE, NL, RO), and horizontally (more students per year level). A similar increase in the number of students like in 2016-17 is expected for 2017-18: the total number on 1st of September 2017 might exceed 2800, divided into 116 classes and very little space will be left anymore for additional classes.

Nursery and Primary level remain almost constant already for some years. It is the Secondary School where the numbers increase. The following table shows the student population and the number of periods per student in the Secondary School during the past years and the expected development. Religion and Learning Support lessons are included.

Date	2013	2014	2015	2016	2017	2018	2019
(1 January)							
Highest class level	S3	S4	S5	S6	S7	S7	S7
Number of students	439	720	967	1164	1358	1494	1587
Periods	720	1393	1756	2164	2649	2929	3071
Period/Pupil	1.64	1.93	1.82	1.86	1.95	1.96	1.94



The coefficient period/pupil will remain at the level 1.95. It increased when S4 opened because of the options and once again when S6 opened because more options had to be created following the rules. The increase of 0.09 period/pupil in 2016-17 is due to a considerable increase in Learning support which is in line with other schools, but had been much lower before.

ES BRUSSELS IV SCHOOL PLAN 2016

The priorities for 2016-17 continue again to be linked to the growing school. Different aspects of the development are presented in this document. The following list has no ranking apart from security and safety. Every item is of high priority, however, security has the highest due to the situation after the attacks in 2015.

- (1) Continuous security and safety training will be organized. A clock-in system for all the students and everybody else is envisaged. Access control and the system of supervision of the site must continue. A special security and safety plan exists.
- (2) Smooth running of the Bacculaureate 2017
- (3) The Estonian Section will open up to P1 level, the Romanian classes will reach P5. The Bulgarian Section will open a class at Secondary level and the teaching of L1 Croatian, Estonian, Bulgarian, and Romanian will continue to be available at those levels where the sections don't exist.
- (4) Integration of SWALS. The school has 235 SWALS. New Bulgarian, Croatian, Estonian or Rumanian students may still arrive and contribute to a further increase.
- (5) Smooth integration of new pupils should be made available (LS support and material).
- (6) There is a considerable increase in Learning Support. We have to prepare for this situation: pedagogical expertise and more administrative support will be required.
- (7) Local teacher training should start immediately. New teachers have to be familiar with the ES system and thus the need for differentiation in class. A harmonised view of teaching and learning is required. Techniques of Inquiry based teaching should become common practice.
- (8) A system of local teacher training should start immediately. New teachers have to be familiar with the ES system and those being there need more training on inquiry based teaching and learning.
- (9) Anti-drug prevention and education concerning the use of social media is on the agenda and the AXADO programme.
- (10) Development of a programme concerning sustainability including Primary and Secondary classes.
- (11) More classrooms in the Primary buildings have to be made available. This affects classrooms in the J-building which are currently used by the child minding services. Sharing rooms with the need to be moved to another part of the school.
- (12) The growing pupil population demands almost permanent recruitment of new teachers. The secondment politics of some member states have changed and the school will have less seconded teachers than requested. Therefore, the recruitment of local teachers has a high priority in order to maintain the quality of teaching and to improve where necessary. The recruitment will start as soon as the school is aware of the needs.
- (13) The follow up of the recommendations made by the Whole School Inspection team will continue.
- (14) The cafeteria is operational. Still secondary students need more indoor space for recreation.

ES BRUSSELS IV SCHOOL PLAN 2016

Furthermore, the school follows up what has previously been implemented:

- The use of tablet PCs is now obligatory in S6 and S7. It is also common practice in many S4 and S5 classes. Every Secondary student has received his email address and Office 365. The project is ready for a first evaluation.
- Integration of a high number of new pupils with very different competences in their second language requires special measures. Special programme for L2 classes at lower Secondary: Thanks to the Support programme of the European Schools, the Secondary School combines internal and external differentiation in a flexible manner. Pupils with very little or no knowledge of their second language may get catch up lessons; the ones who have already a sound knowledge of L2 will receive further enrichment.
- Further develop the programme for work experience and careers advice

In general, the school continues to focus on Lisbon key competences. Depending on the budget, we equip the Science labs adequately in an economical way. A considerable investment in basic equipment for Physics, Chemistry and Biology labs will be necessary over 2 years to cover the programme of S6 and S7.

Other activities which are not for free are organised with success in cooperation with the APEEE.

A three year programme with the Chinese Mission allows the School to send students to China during the summer holidays. It is part of the Confucius Class room programme. The summer school will end in 2018, an exchange programme with a school in China is on the way to be established.

ES BRUSSELS IV SCHOOL PLAN 2016

CLICK to Multi Annual Plan Activity	WORK CARRIED OUT		WORK TO BE CARRIED OUT	
	September - December	January - April	May - August	September - December
Adapt the structure and the site of the school to the increasing number of students	Integration of 448 new students, 42 new teachers; providing the programme for 2708 students	Preparation for: Budget 2018 Activity report 2016	Prepare for S6: choices of options	Integration of estimated 400 new students, and 35 new teachers or more; enable the school to providing the programme for 2550 students
Specific targets				Extend list for replacement teachers
Recruit locally new pedagogical staff	Evaluation of the need for locally recruited teachers in 2015/16: about 30 local posts will be opened	Recruitment: 0.5 secretary for communication, one ICT technician, one lab technician for SCI; teachers for LS (current school year); offer new contracts to existing local staff;	Continue recruitment campaign for Sept in BE and abroad; Interviews Recruitments Contracts	
Recruit AAS staff	The followings post were filled: replacement for the pedagogical secretary, for SCI New Head accountant, Accountant, 0.5 Psychologist 0.5 Nurse	Procedures for technician and secretary, ask BoG for new AAS staff : pedagogical secretary		
Developing a middle management structure with focus on the Secondary				
Adapt the administration to the needs	New Deputy Director Secondary, vertical and horizontal coordination		Define guidelines for the year level coordinators; task descriptions	Adapt job descriptions Appoint new coordinators for the following year
Introduce new software SMS and replace PERSEE, COBEE	SAP in-service training for admin staff, implementation of SAP software		Elaborate check lists, for initiating and carry out procedures	New financial rules applie

ES BRUSSELS IV SCHOOL PLAN 2016

Responsible

Director, Administrator,
Deputy Directors,
coordinators

Resource indicators

Number of additional pupils	
Number of new pupils	448
Number of new teaching staff	42
Number of new AAS staff	

Evaluation

Direction, CA

Budget

2016 and 2017

Evaluation 2017 has been carried out, project 2018 has been presented

ES BRUSSELS IV SCHOOL PLAN 2016

Activity	WORK CARRIED OUT		WORK TO BE CARRIED OUT	
	September - December	January - April	May - August	September - December
Complete Safety and Security plans	Risk register	Up-dating		
Specific targets				
Assessment of potential risks	Reports (minutes of the Health- and Safety WG)	Follow up meetings		
Adapt existing evacuation and lock down plans similar to those of the Commission	Training sessions with DG Security and the whole staff Evacuation exercise held at all buildings, even during lunch break and under realistic conditions	Recommendations following the strategy Sobane and DG Security Evacuation and intrusion exercises at Primary and Secondary; plans and exercises for lock down		Follow up by C1 and C2 Follow up by C1 and C2
Equip the site with a communication system allowing contact to each class room	System to talk to each building separately has been installed	On-going		Clock-in system for students and everybody on the site
Improve access control to the site	New access rules limit access to Nursery and the buildings			
Organise regular in-service training for every member of staff	First Aid for new staff			
Control check list with risks at buildings	1 st part	First Aid for new staff 2 nd part		
	RdB help desk in use	Follow up		
Keep in touch with the Commune to improve pavements and traffic		Follow up		

ES BRUSSELS IV SCHOOL PLAN 2016

Responsible

Director, Deputy Directors,
Administrator, WG

Regular meetings of the Working Group Health, Safety and Security

Resource indicators

Number of visits, exercises,
reports, HR, equipment

Newly trained
Conseiller level II
Procedures improved

Exercises, additional equipment to be acquired

Follow up

Evacuation exercise
Reports, modified
Access rules

Follow up training

External Security audit

Evaluation

Conseillers de prévention I et II,
fire brigade, technician,
Administrator

Budget

Special Budget 2016
granted

Expenses monitored

ES BRUSSELS IV SCHOOL PLAN 2016

Activity	WORK CARRIED OUT		WORK TO BE CARRIED OUT	
	September - December	January - April	May - August	September - December
Preparing for the BAC	The School managed to put in place what has been planned three years ago: the local recruitment of a very experienced Educational Advisor who has accompanied the students to the BAC and managed the BAC at another European School.			
Specific targets				
Planning for the BAC which reassures the students (and their parents)	Setting up the BAC Calendar 2017	- Pre-BAC exams - Collect exam papers - S7 teachers meeting - Advising S7 students accordingly	- Written exams in June - Orals as from 29 th of June - Ceremony 6 th of July	Setting up the BAC calendar 2018
Putting in place the planning	- Exam choices - Pre-BAC planning - Fix the period for orals - Meetings per subject to harmonize and to hand in proposals for BAC questions	- Students prepare for the BAC (former BAC-questions)		
Monitor the progress and offer support where requested	- Students prepare for the Pre-BAC			
Steering group, Deputy Director				
Resource indicators				
Planning carried out and submitted, statistics of results				
Evaluation				
Steering group, teachers, mentors, Coordinators, Deputy – Director, Director		First evaluation Comparison with other schools		Second evaluation BAC 2017
Budget				
No special budget				

ES BRUSSELS IV SCHOOL PLAN 2016

CLICK to Multi Annual Plan Activity	WORK CARRIED OUT		WORK TO BE CARRIED OUT	
	September - December	January - April	May - August	September - December
<p>Enhance teaching and learning by differentiation</p> <p>BYOD and Office 365</p> <p>Specific Targets</p> <p>Individualized learning and teamwork via a share point system, Taylor made teaching material for each student and course, less books; many copies and paper will be replaced or obsolete</p> <p>Promote the use of an electronic learning platform based on the share point system Office 365. A 'bring your own device' policy for the school, the device will be part of the booklist.</p> <p>Responsible</p> <p>WG ICT, Deputy Directors</p> <p>Resource indicators</p> <p>Number of students and teachers participating</p> <p>Evaluation</p> <p>Deputy Director Secondary</p>	<p>Inquiry based learning allows differentiation within a team of learners. Office 365 and OneNote are useful tools to support this Method of teaching and learning.</p> <p>BYOD = 'Bring your own device' is possible because the school is equipped with Wifi</p> <p>The BYOD project has been extended to S6 and some classes of S5 and S4. Every student has received Office 365 and OneNote. This tool aims at differentiation within a team. Synchronization takes place at any moment allowing every student to contribute individually to the same piece of work. The project is ready for the first evaluation in S6 and S7.</p> <p>The Secondary students S6 and S7 students take care of their own device. Students use tablets in any lesson where appropriate. There is access in the Study halls, library and the chill-out room. Many teacher put their courses already on OneNote using Office 365.</p> <p>Teaching material and applets may be found at the web site of the UK teachers association. At Primary school, the Apple tablets are in use. About 6 applets are available in the different language sections.</p> <p>Sessions of local teacher training is planned from March to June. Survey at students' level will be carried out.</p>			

ES BRUSSELS IV SCHOOL PLAN 2016

CLICK to Multi Annual Plan Activity	WORK CARRIED OUT		WORK TO BE CARRIED OUT	
	September - December	January - April	May - August	September - December
Raise awareness for cultures outside the EU	Both the Uganda project and the Chinese awareness programme will be continued.			
Make pupils aware of the living conditions outside Europe: Global Citizenship Raise Cultural awareness for other cultures: China	Chinese Mandarin language and awareness programme 24 Chinese students were hosted with families in BXL L5 Chinese in S6 and S7	on-going	35 BXL students go to the summer camp Organization: BXLIV	New classes will be set up
Responsible				
Deputy Directors, coordinators, organizing teachers				
Resource indicators	35			
Number of students participating				
Evaluation				
Deputy Director, teachers				
There is no impact on the schools budget				

ES BRUSSELS IV SCHOOL PLAN 2016

CLICK to Multi Annual Plan Activity	WORK CARRIED OUT		WORK TO BE CARRIED OUT	
	September - December	January - April	May - August	September - December
Allow cultural identity in Europe, promote the values of European Dimension	Activities on cultural diversity in Europe Celebrate the European Union and the values of European Dimension			
Specific targets				
Encourage interest in languages and make pupils aware of differences and similarities	Language Day and associated activities are carried out Art and poetry sessions (Anglophone section)		Volet culturel: Theatre for L2 students	
Encourage interest in Europe: project with the St Anna University in Pisa	Preparation of a project with St. Anna University in Pisa	Students meet politicians	Europe: Project with the St. Anna University in Pisa	
Promote new language sections	National Day celebrations	Several visits from writers on or around National Days		
		Celbrate (Romanian) Martisorul" (it's a traditional Romanian event, beginning of March "Sanzienele"		
Responsible				
Coordinators, teachers				
Evaluation				
Deputy Directors, coordinators, teachers Expert budget				

ES BRUSSELS IV SCHOOL PLAN 2016

CLICK to Multi Annual Plan Activity	WORK CARRIED OUT		WORK TO BE CARRIED OUT	
	September - December	January - April	May - August	September - December
Knowledge and key competences (EU Lisbon 2006), part I Specific target Encourage harmonization of assessment across the sections in the whole school Harmonise the planning Harmonisation by competitions between the schools Responsible Harmonisation, differentiation, assessment: Deputy Directors, coord. Resource indicators Pupils, classes and teachers involved Evaluation Teachers, coordinators, Deputy Director Budget According to budget 2015	Baseline established in relation to existing practice re. harmonisation, differentiation and assessment A portfolio has been introduced at Secondary S1. S4 including tests are harmonised Number of students with marks which improved, remain unchanged or deteriorate	On-going - general guidelines for new staff further to be developed The working group will evaluate and according to the results further Develop the portfolio as a whole school project of transition. S4 tests and S5-S7 exams are harmonized. There is a template for forward planning in place. Participation in ESSS and Euro sport	Debriefing	

ES BRUSSELS IV SCHOOL PLAN 2016

CLICK to Multi Annual Plan Activity	WORK CARRIED OUT		WORK TO BE CARRIED OUT	
	September - December	January - April	May - August	September - December
Knowledge and key competences (EU Lisbon 2006), part II: languages and Integration	The school integrates each year about 400 new students. In order to develop the key competences the students' competence in L1 and L2 is crucial for the success in all the domains.			
Specific targets				
Integration of new pupils without or little knowledge in L2	Creation of support groups and individual support to achieve the required level; enrichment for those who are advanced		Nursery, Primary and S1 review the support system for intensive support moderate support to ensure a harmonized approach across the sections.	
Integration of pupils with L1 Dutch who are French speaking at home		New pupils have very different L2 levels. A special programme for integration has been developed:		
		<ul style="list-style-type: none"> - pupils in mixed ability groups during the lessons which are timetabled according to the syllabus; - beginners receive up to 3 periods of extra language tuition in groups with less than 13; - those who are already very advanced receive additional classes for enrichment with a second LS teacher. 		
Responsible	Target: L2 level defined by the ES programme reached for all the students in S4			
Deputy Director, L2 EN coordinators, L1 NE, LS, level				
Resource indicators				
Number of pupils and periods				
Evaluation	Timeline: First assessment till October, creation of the groups for enrichment English or French theatre after the November holidays			
Teachers				
Budget				
LS, SWALS budget	Long term support groups for L1 and special support in L2 FR as the			

ES BRUSSELS IV SCHOOL PLAN 2016

CLICK to Multi Annual Plan	WORK CARRIED OUT		WORK TO BE CARRIED OUT	
Activity	September - December	January - April	May - August	September - December
Encourage whole school identity and a good climate	S2 et S3 FR Secondary Class teachers start "mutual respect" project		On-going	
Specific target				
Students represent themselves	Elections of class reps and pupils president			
	Meeting transition coordinators	On-going		
P&S pupils respect each other while using the yard at the same time	Peace maker project at Primary	On-going	On-going	
	Secondary: Deputy Director launches programme		On-going	
Pupils are aware of the consequences of using drugs	Prevention programme "Unplugged"		On-going	
Pupils are aware of the consequences of bullying	Anti-bullying prevention by teachers for Moral and Religion	AXADO	On-going	
Pupils learn gardening and appreciate our site	Against Cyber-bullying and how to use new social media	CHILD FOCUS	On-going	

ES BRUSSELS IV SCHOOL PLAN 2016

In addition to the School plan please find the annual administrative and financial school plan.

The Multi-Annual school plan follows.

ES BRUSSELS IV MULTI-ANNUAL SCHOOL PLAN 2016, 2017, 2018

Mission of the school: The European School Brussels IV provides education following a programme decided by the Member States of the European Union.

Our students develop

- a European perspective of the world whilst preserving their cultural identity
- communication skills in a multicultural environment by learning several languages, using modern technology and respecting each other
- mathematical, scientific and artistic skills to prepare for further education after obtaining the European Baccalaureate.

School Ethos:

We currently have more than 40 different nationalities. Students may join us at any level.

Integration is therefore vital and communication is the key. The younger pupils, in particular, require encouragement to confirm their ideas and their sense of identity, in order to build their self-confidence. The knowledge the pupils acquire is reinforced by experience (learning by doing).

This process should be applied across the whole school. Evidence should be given in each programme, unit or lesson.

Furthermore, it is advisable to set up an evaluation procedure for the whole school to allow further improvements.

Teaching and learning will focus on 8 competences defined by the EU in Lisbon in 2006:

- communication in the mother tongue
- communication in foreign languages
- mathematical competence and basic competences in science and technology
- digital competence
- learning to learn
- social and civic competences.
- sense of initiative and entrepreneurship
- cultural awareness and expression

Please find information according to the document 2009-D-353-fr-4 (Reform of the European Schools System) on the following pages.

Request according to 2009-D-353-fr-4	Answer EEBXLIV
Objectives pursued, the actions to be carried out and the arrangements for their implementation and evaluation:	1. multi annual school development plan , pg. 17 - 18 2. annual school development plan , pg. 6 - 14

ES BRUSSELS IV MULTI-ANNUAL SCHOOL PLAN 2016, 2017, 2018

Elements of the school's vision	2016	2017	2018	Objectives
<p>Allow cultural identity in Europe</p> <p>Raise awareness for cultures outside the EU</p>	<p>Opening of the Estonian language Section in September 2016 and promote</p> <p>Open S6 NE P5 BG P4 RO, M1, M2 ET</p>	<p>Further promote the new sections</p> <p>open S7 NE S1 BG P5 RO P1 ET</p>	<p>Further promote the new sections</p> <p>open S2 BG S1 RO P2 ET</p>	<p>New language sections are well implemented and flourish; students will be educated side by side according to the vision of the ES</p> <p>Pupils show cultural as well as European awareness and express themselves accordingly</p> <p>Making know the ES in the Member States and facilitate future recruitment later</p> <p>Strengthen cross curricular cooperation across the sections as part of the European dimension</p> <p>Awareness and openness towards non-European Cultures</p>
<p>Enhance teaching and learning</p>	<p>Adapt to the needs the special learning environment in place for pupils with no prior second language to ensure rapid integration into the school system</p> <p>Create level (catch up) groups to phase pupils into normal courses whose parents are on short term contracts</p>			<p>Integration of SWALS and new pupils with little or no knowledge of a second language:</p> <p>Developing mentoring and monitoring systems for all new pupils</p> <p>Differentiation according to individual needs; transparency for pupils and parents</p>

ES BRUSSELS IV MULTI-ANNUAL SCHOOL PLAN 2016, 2017, 2018

Elements of the school's vision	2016	2017	2018	Objectives
<p>Enhance teaching and learning</p> <p>Recruitment of new teachers</p>	<p>Develop expertise in sharing practice to improve the harmonization of teaching, learning and assessment across all sections.</p> <p>Put in place a tutor system for teachers and students to prepare for the first Baccalaureate A local teachers training programme is essential to harmonise teaching and assessment.</p> <p>Create such working conditions for teachers that they wish to come or indeed to stay : mentoring, room for own ideas, social activities and longer contract periods</p>			<p>Quality assurance for teaching and learning in all language sections; transparency for pupils and parents; continuity and retention of staff</p> <p>Bench marking</p> <p>Have a core of teachers who guarantee continuity</p>
<p>Communication and technology</p>	<p>Extend the school the share point based learning platform Office 365 by 2017-18</p> <p>More learning and teaching material tailor made for the course</p> <p>Adapt the whole school policy on internet usage and safety</p>			<p>Differentiation according to individual needs; tablet pc on the book list, less books instead, because teachers individualize learning material</p> <p>No cyber bullying</p>

ES BRUSSELS IV MULTI-ANNUAL SCHOOL PLAN 2016, 2017, 2018

Elements of the school's vision	2016	2017	2018	Objectives
Whole school identity	<p>Continue and adapt the programme of prevention (drug prevention, ant-bullying and sexuality education programme) to the needs</p> <p>Encourage students' participation in ESSS, Eurosports, MEP and others to represent the school; encourage students to have an active part in the Somerfest</p>			<p>Foster emotional well-being and social and moral responsibilities</p> <p>Students develop an identity with the school</p>
<p>Health and safety:</p> <p>Safer school environment:</p>	<p>The school has a "Conseiller de prevention", level II on the site. 2 Lab technicians are trained to become "Conseiller de prevention", level III in 2016; furthermore, an external "Conseiller de prevention", level I has been hired externally. His recommendations will continue to be implemented in 2016. We suggest that this continues under his supervision.</p> <p>The Health and Safety Committee meets 3 times per year or on demand ; procedures will be adapted to the needs;</p> <p>Evacuation exercises are regularly held, reports are available.</p> <p>Negotiate with the RdB about creation of direct access for parents to the Nursery School. Construction works have to be carried out</p> <p>Better road signs and more light to attract attention to the school and the crossing of pedestrians. Better pavements</p>			<p>Well-being of pupils and staff</p> <p>Reduce danger for parents and children who could avoid crossing the exit of the garage</p> <p>Reduce danger of accidents for everybody</p>